

Scrutiny Committee A

Meeting Venue
**Committee Room A - County Hall,
Llandrindod Wells, Powys**

Meeting Date
Thursday, 14 December 2017

Meeting Time
10.00 am



County Hall
Llandrindod Wells
Powys
LD1 5LG

For further information please contact
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7 December 2017

AGENDA

1.	APOLOGIES
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To receive apologies for absence.

2.	DECLARATIONS OF INTEREST
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To receive declarations of interest from Members.

3.	DECLARATIONS OF PARTY WHIPS
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To receive disclosures of prohibited party whips which a Member has been given in relation to the meeting in accordance with Section 78(3) of the Local Government Measure 2011.

(NB: Members are reminded that under Section 78 Members having been given a prohibited party whip cannot vote on a matter before the Committee.)

4.	MINUTES
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To authorise the Chair to sign the minutes of the last meeting as a correct record.
(Pages 5 - 12)

5.	HEART OF WALES PROPERTY SERVICES
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To receive a briefing on the Heart of Wales Property Services by the Strategic Director, Place.

6.	CRIME AND DISORDER
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To consider the report of the Community Safety Partnership Co-ordinator.
(Pages 13 - 20)

7.	COMMISSIONING AND PROCUREMENT
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To consider the report of the Interim Professional Lead, Commercial Services.
(Pages 21 - 24)

8.	SCRUTINY OF THE PUBLIC SERVICE BOARD
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To appoint one representative from the Committee to sit on the Public Services Board Scrutiny Committee together with a substitute representative. Neither of these Members can be a member of the PSB.

9.	CORPORATE LEADERSHIP AND GOVERNANCE PLAN
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To appoint three Members plus the Chair and Vice Chair of the Committee to a joint meeting with representatives of Scrutiny Committee B to scrutinize the Corporate Leadership and Governance Plan on 19 January 2018 at 2pm.

10.	WORKING GROUPS
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10.1. **Adult Social Care**

To receive a scrutiny summary report.
(Pages 25 - 26)

10.2. **General Data Protection Regulations Review**

To consider a scrutiny summary report.
(Pages 27 - 28)

11.	WORK PROGRAMME
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To consider the forward work programme.
(Pages 29 - 46)

12.	JOINT CHAIRS AND VICE CHAIRS STEERING GROUP
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To receive the notes of meetings of the Joint Chairs and Vice Chairs Steering Group held on 20 June, 11 July, 19 September, 10 October and 7 November 2017.
(Pages 47 - 82)

13.	CORRESPONDENCE
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To consider any item of correspondence which, in the opinion of the Chair, are of sufficient urgency to warrant consideration.

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**MINUTES OF A MEETING OF THE SCRUTINY COMMITTEE A HELD AT
COMMITTEE ROOM A - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON
THURSDAY, 15 JUNE 2017**

PRESENT

County Councillor G I S Williams (Chair)

County Councillors K W Curry, S C Davies, E Durrant, D O Evans, L George, E Jones, G Jones, G Morgan, G Pugh and J Pugh

Cabinet Portfolio Holders In Attendance: P Davies, L Fitzpatrick, S M Hayes, M Weale, A W Davies and R Powell

Officers: Paul Griffiths, Strategic Director Place, Nigel Brinn, Head of Highways, Transport and Recycling, Ashley Collins, Strategic Operations Manager, Clive Jones, Professional Lead, Trading Standards, Dylan Owen, Head of Transformation and Fay Smith, Community Safety Partnership Co-ordinator

1.	APOLOGIES
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Apologies for absence were received from County Councillors K M Roberts-Jones and D Selby

2.	ELECTION OF VICE CHAIR
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RESOLVED that County Councillor Emily Durrant be elected Vice Chair for the ensuing year

3.	DECLARATIONS OF INTEREST
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There were no declarations of interest.

4.	DECLARATIONS OF PARTY WHIPS
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There were no declarations of party whips.

5.	DRAFT DIRECTOR'S REPORT - ADULT SOCIAL CARE HEAD OF SERVICE STATEMENT
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Documents:

- Scrutiny Briefing Note
- Draft Director's Report – Adult Social Care Head of Service Statement

Discussion:

- The Head of Transformation gave a presentation regarding the work of the service area

- Members questioned what percentage waste had been discovered through the Vanguard project – the Portfolio Holder responded that the project realigned delivery to the outcomes for the client rather than the processes that had become embedded over a number of years and that this was where efficiencies would be made.
- Members asked for an update on day care services. The Portfolio Holder explained that a number of projects were happening across the County and reminded Members of the previous decision that day centres would remain open until new methods had been implemented and evaluated. It was likely that different opportunities would emerge for different locations.
- It was noted that the young tend to migrate out of the county whilst older people are moving in – Members asked how this was affecting budgets. The proportion of elderly residents is increasing. Powys is a popular destination for those able to retire early. There is no increase in younger residents to augment the workforce providing care etc. The Department of Health undertook a study some years ago and reported on the costs of rural social care. Rural care costs are typically 25% higher than in urban areas. The rural nature of the County limits the number of visits care workers can achieve. The formula for allocating funding has been amended to reflect rurality.
- Members thought that greater opportunities were needed to encourage younger persons to remain in the county. This was a county wide issue and the whole Council should take ownership. Loneliness could increase as younger people leave the area. The Portfolio Holder reported that housing was the biggest issue and a strategy for older peoples' accommodation had been devised. The Authority was now in a position to build houses for rent and it was necessary to avoid residential and necessary to reduce use of residential care and to invest in extra care housing. A considerable amount of work had been undertaken with the Health Board in working towards keeping people out of expensive interventions.
- The Portfolio Holder was asked if increasing attendance fees at day centres had impacted on attendance. Attendance at day centres was subject to assessment. There was inequality of provision across the county. Consultation had indicated that people were prepared to pay more for the service. Three years ago the Council agreed to withdraw from direct provision of day services and it was assumed savings would be made. However the proposals were not implemented and the savings that should have been made continued to accumulate leading to an overspend. The Council has a statutory duty to meet assessed needs and alternative provision, if day centres were to close immediately, could have been more expensive. The Portfolio Holder secured sufficient funding to continue to deliver day services until a satisfactory method of meeting need has been established and that could be by a number of means including community support, early intervention and befriending.
- The Portfolio Holder was asked if the overspend of £3.125M at the end of the last financial year would be reduced? A large part of the overspend was attributable to historically unachieved savings in day centres and the requirement to quickly transfer domiciliary care in-house last year. Additional funds have been put into Adult Social Care to fund these activities but future efficiencies are still to be made. It will be challenging to achieve these efficiencies but core funding issues have been resolved.

- It had been suggested that those moving into an area should have an element of their contributions transferred to Wales to cover social care costs but this would be challenging to implement and had not met with political acceptance.
- An issue to be considered was that the cap on care costs was significantly lower in Wales
- Committee noted that the discussion had not specifically addressed the Annual Director's Report. The Scrutiny Manager acknowledged that there were many new Members on the Committee who would not yet have had time to familiarise themselves sufficiently to address the Report in detail. However, it informed Members of what was to be expected in future years.
- The Head of Transformation was asked whether the report included all complaints and compliments or, if not, how those which had been included were selected. He agreed to investigate how this information was compiled and notify Members.

Outcome:

- **Details on the collation of information relating to complaints and compliments would be provided to Members**

6.	CRIME AND DISORDER
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Documents:

- Community Safety Partnership (CSP) Update

Issues:

- Members were briefed on the establishment of the Community Safety Partnership and the legislative background
- Crime statistics were increasing but there had been changes to recording methods
- Previously there had been increases in sexual offences, drug offences and antisocial behaviour but these had all decreased in Powys during the time in question
- Vehicle offences and non-dwelling burglary had increased
- Recording methods for violence against the person had impacted the figures – 42 of the 43 forces had shown a similar increase and it had yet to be determined if this was an actual rise in crime or as a result of recording
- Members were concerned that the lack of crime in the area was leading to criminalisation of young people as they were being cautioned for minor offences in an attempt to achieve targets. It seemed that there was a disproportionate number of young people receiving cautions in rural areas. There was anecdotal evidence that some local police officers agreed with this premise. Committee asked for statistics in this regard. The Youth Justice Service deals with children although it is a duty of the CSP to report and reduce offending. There were no figures available. The 'Bureau System' is employed which aims to prevent young people being criminalized and having criminal records. The Strategic Director, Place, informed Members that there were more cautions appearing in DBS checks. It was important to know how much advice and support was given to young people in accepting a caution.

- There had been a slight increase in Antisocial Behaviour but Powys had the lowest increase across Dyfed Powys and it was much reduced from previous levels. There was another query regarding recording practices.
- Road Safety data was provisional. Accidents were subject to fluctuations depending on the weather. The Committee had previously been advised that there were difficulties in obtaining data – Carmarthenshire had commissioned a study in which the Welsh Government is taking an interest. It is hoped that this will improve regional data.
- Domestic Abuse has increased by 12% but repeat victims remain static at 25%. Members asked what is being done to address the increase and whether there were any studies linking domestic abuse to the state of the economy. This work is undertaken by the Domestic Abuse Project Board. It would be suggested to them that this information would be useful.
- Every area has an Area Planning Board to deal with substance misuse. Two new posts are currently being filled. A substance misuse profile, to steer the Area Planning Board's work, has recently been produced. Members asked if more localised data could be provided. The data was available and informed the Police Tasking reviews. Once those reviews had been completed, the CSP Co-ordinator would be able to provide the Committee with more information. A link to the Dyfed Powys Police site information would be circulated to Members.
- The Brecon Community Alcohol Partnership has been in being for 5 years. Newtown have launched their Partnership in November and a number of successful events have been planned including at the High School and College. Members asked if this included John Beddoes School which was a satellite to Newtown High School. The Co-ordinator would take this forward.
- It was noted that there was a weakness in some data and Members asked if further data including infographs could be included to complement and support what had been produced. CSPs across Wales are being reviewed by Welsh Government and all areas were struggling with data. Further discussions were to be held with the Police and Crime Commissioner. Any comments and suggestions would be welcomed.
- Counterfeit tobacco is an increasing issue. Two illegal gangs have been apprehended but the product is still circulating. The counterfeit cigarettes have a significantly higher lead and cadmium content.
- The Committee asked about internet rogue traders. This is a significant issue. Dyfed Powys Police have a cyber investigation team. Although cybercrime is more difficult to investigate it is not impossible.
- Members noted that there had been successful operations originating at the Royal Welsh Agricultural Show. The Professional Lead, Trading Standards was asked if he thought his service was underfunded and under resourced. It was acknowledged that budgets had been reduced but the challenge was to ensure the service was dealing with current, relevant issues. Intelligence led policing allows priorities to be set.
- The service is governed by 100 Acts of Parliament with many more regulations below that
- The Committee asked what the costs of policing the Royal Welsh Show amounted to. Costs were reduced on previous years. Typically two officers a day attended the show but there was significant advice offered before the event as the service support 'good trade'. Details of costs would be obtained and circulated.

- Members asked why a 20% tolerance was allowed within the ingredients of animal feed – this was due to industry requirements in the manufacturing process. However, with modern technology it was thought that this could be tested more accurately. The Professional Lead would assess recent work on tolerances and report back.
- Reoffending rates had reduced. WISDOM was a new multi-agency partnership to undertake the management of cases where there was a high risk of harm. This complements PROP which manages prolific offenders.
- A review of PREVENT (counter terrorism) is ongoing to assess whether local authorities will assume a greater role.

Outcomes:

- **The CSP Co-ordinator would engage with the Police and Crime Commissioner's Office to discuss youth offending and endeavour to establish if there was a common theme across the force area**
- **The CSP Co-ordinator would investigate whether events with the Newtown Alcohol Partnership would include John Beddoes School**
- **The Domestic Abuse Project Board would be asked if there were any studies linking domestic abuse and the economy**
- **Information regarding the costs of the Royal Welsh Agricultural show to Trading Standards would be circulated**
- **Research regarding tolerances in animal feed would be reviewed and reported back to Committee**

The Committee adjourned at 1pm and reconvened at 1.30pm

7.	ACCESS TO INFORMATION
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RESOLVED to exclude the public for the following item of business on the grounds that there would be disclosure to them of exempt information under category 3 of The Local Authorities (Access to Information) (Variation) (Wales) Order 2007).

8.	BRECON CULTURAL HUB
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Documents:

- Review of Brecon Cultural Hub and Governance
- Appendix 1 – Cabinet Executive Report – 27 January 2017
- Appendix 2 – County Council report – 26 January 2017

Issues:

- A significant cost overrun was discovered in December 2016 and formally reported to Cabinet in February 2017
- The building is grade II listed and is within the National Park. The building had been intact and issues came to light as works began
- The financial aspects of the project will be reviewed by Audit Committee and Scrutiny Committee A were concentrating on governance issues

- The Portfolio Holder informed the Committee that the project was moving in the right direction but that there were many lessons to be learned. Members requested that appropriate protocols must be in place to ensure similar issues do not arise with future projects.
- Members discussed whether the Council should be running a café once the project was complete – the Strategic Director Place informed the Committee that the Council would not run the café but that such a facility would be expected in a venue of this type and would encourage visitors
- Technical assessments were currently being checked and a full breakdown of costs was being compiled
- The Project Board comprises a range of different parties depending on the stage of the project
- The project team now comprises a wide range of officers from different disciplines across the council and is chaired by the Portfolio Holder
- Members queried whether the project had gone too far to stop – it was considered that it had, otherwise the Heritage Lottery Fund grant and local organisation funding would have to be returned. The Authority would be left with the building and the National Park may take enforcement action. There were also contractual commitments in place.
- The site has been cleared and is awaiting steel work. Cost issues between the contractor and consultant are to be resolved. Financial issues would be considered in more detail by the Audit Committee.
- Members questioned why the project had been put out to contract prior to planning being obtained. There was one element of planning relating to a wall running through the site and determination had been sought regarding whether that would be demolished and rebuilt or remain intact throughout the project. Resolution of this issue caused a delay.
- Members reiterated the need for the project to be brought in within budget
- Members welcomed the open approach by new Cabinet Members
- The Strategic Director was asked what refresher training officers had for project management and whether this was extended to Cabinet Members – a Project Management training regime was in place. This would be extended to support staff where appropriate and briefings would be provided for Cabinet Members.
- The Project should have been subject to full scrutiny but this had not happened

Outcome:

- **The comments of the Committee and the lessons learned were noted**

9.	RECYCLING
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The Portfolio Holder for Waste and Recycling briefed the Committee on recycling issues.

- Members asked if fly tipping had increased following the implementation of reduced opening hours at HWRCs (Household Waste Recycling

Centres) – the Waste and Recycling Strategy Manager responded that this was more of a perceived issue as the amount of material collected has not increased significantly. Whilst there had been an increase in reported incidents in April and May 2017 compared to the same period in 2016 there had been increased awareness and hence reporting. Some fly tipping is collected through street cleaning and the overall tonnage collected (including all street cleaning and flytipping) had increased by 6%. However, larger flytips were collected by the refuse collections and tonnages have dropped over the same period. The data was only available for April and May which was a limited period and hence difficult to draw accurate conclusions. When reduced hours were implemented there were cases of waste being tipped at the gates to the HWRCs but this has since reduced significantly

- A further cause for concern was the prohibition of commercial vehicles at HWRCs as not all vans, trucks etc were used as commercial vehicles. This had been introduced as HWRCs had previously been abused by traders. There were challenges in being fair and removing trade waste from the sites.
- Officers were asked if targets would be met at any cost – the Committee was informed that fines would be levied if targets were not met. The Welsh Government provides an annual grant amounting to £3.5M which goes towards providing the recycling service. Powys is a large, rural authority which is successful in recycling.
- Trade waste is a significant issue. Powys operates a standard tariff which does not always compare favourably with private contractors who are able to price different businesses accordingly.
- Members asked for clarity in defining residential and commercial users
- Information was not available regarding the popular times HWRCs were accessed – but the view is that it tended to be weekends and early mornings on the commute to work.
- A permit scheme for householders using commercial vehicles was being considered to complement the trade waste permits scheme already in operation. Options were being considered.
- The Cabinet were congratulated on acting quickly to review the previous decision
- Members asked what measures were being taken to reduce waste at source through working with retailers, processors and partners.
- The Authority was developing its infrastructure – 70K tonnes of municipal waste were generated each year. Powys has a 65% recycling rate. The Authority has invested in baling equipment to bale recyclate and improve efficiency. Bulking stations were located in each shire but overall, the Authority deals with relatively low tonnages. There is collaborative work in the waste sector – a South Wales Partnership exists for textiles, Food Waste with Ceredigion and Pembrokeshire etc. Reducing waste from supermarkets etc will need to be dealt with by government but the WLGA were lobbying the government to reduce packaging.
- The limitations on kerbside collections are dependent on markets for recyclate. The Portfolio Holder reported that better information would be given to the public as to where material ends up. Initiatives were working well and Powys was at the forefront in recycling in Wales. He believed a clear message needs to be given to the public regarding where recyclate

- goes and that investment in this area now will provide dividends in the future.
- Members asked if there were any grants that could be accessed to improve smaller town's recycling sites – any proposals could be considered but the County's main facilities would take precedence
 - The Committee asked how many prosecutions for fly tipping there had been in the past twelve months. There had been none to date but there has been a significant increase in enforcement activities. Two thousand entries had been made on the enforcement data base and 800 letters issued. Several interviews have taken place and legal advice is being sought prior to moving to prosecution.
 - It was considered that commercial waste presented opportunities – schools had been advised not to use Powys trade waste collections. At present there was a standard tariff which would be reviewed. It was also noted that private contractors were not bound by the same requirements as the local Authority. For example, all Powys refuse vehicles have a reversing assistant whereas many private contractors operate with only a driver.

Outcomes:

- **The Committees comments would be passed to Cabinet in consideration of revised proposals**

10.	APPOINTMENTS TO WORKING GROUPS
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It was noted that Chair and Vice Chair were ex officio members of all working groups.

RESOLVED that

- **The Adult Social Care Working group comprise County Councillors Kath Roberts Jones and Ange Williams**
- **The Chair, Vice Chair and County Councillor Gareth Pugh form a working group to scrutinize revised proposals for HWRCs which is to be considered by Cabinet on 11 July**

11.	CORRESPONDENCE
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There were no items of correspondence.

County Councillor G I S Williams (Chair)

CYNGOR SIR POWYS COUNTY COUNCIL

ENVIRONMENT, INFRASTRUCTURE AND CRIME AND DISORDER SCRUTINY
COMMITTEE14th December 2017**Report Author: Fay Smith, CSP Co-ordinator****Subject: Community Safety Partnership Update**

REPORT FOR: INFORMATION

1. INTRODUCTION

- 1.1 Community Safety Partnerships were formed following the Crime and Disorder Act 1998 which made it a statutory duty for each local authority area to have a Community Safety Partnership.
- 1.2 Section 17 of the Crime and Disorder Act 1998 imposes a duty on the responsible authorities to: *'Without prejudice to any other obligation imposed upon it... exercise its functions with due regard to...the need to do all it reasonably can to prevent crime and disorder in its area.'*
- 1.3 The responsible authorities of the Powys Community Safety Partnership are Dyfed/Powys Police; Local Authority; Wales & West Fire Service; Youth Justice Service; Powys teaching Health Board; National Probation Service and Community Rehabilitation Company.
- 1.4 There are many legislative and cross-cutting issues which influence how Community Safety Partnerships operate, however priorities are determined annually via a Joint Strategic Assessment which draws on intelligence from all partner agencies, as well as service action plans or reports.

2. DEVELOPMENTS

- 2.1 **Chair of CSP** - In July 2017, a new CSP Chair was elected – Chief Inspector Rhiannon Ivens. <http://www.powys.gov.uk/en/communications/view-council-news/news-article/article/4846-chief-inspector-named-csp-chair/>
- 2.2 **Action Plan** - To provide a performance framework for the CSP, an Action Plan has been developed, to which all partners submit progress reports against the Priorities identified within the Joint Strategic Assessment. The Action Plan is reviewed on an 8 weekly basis at the CSP Strategy Group. The appendix to this report therefore concentrates on these Priorities, rather than all the work of the CSP.

- 2.3 **WAO report on CSPs** - Community Safety Partnerships are not devolved, although many of its partner agencies are, therefore both Central Government Legislation and Welsh Government Legislation influence the Powys Community Safety Partnership. In October 2016 the Wales Audit Office published a report in respect of CSPS - <http://www.audit.wales/publication/community-safety-wales>. The overall comment from the Auditor General was “*Based on the findings of this audit, the Auditor General has concluded that complex responsibilities make it difficult for public bodies to co-ordinate a strategic approach to community safety, which weakens collective leadership and accountability and undermines the potential to help people stay safe*”. There were seven recommendations within the report, the majority of which were to be actioned by multi-agencies – Welsh Government, Police and Crime Commissioners and local authorities.
- 2.4 **WG Review of CSPs following WAO report** – Following publication of the Wales Audit Office report, the Welsh Government, on the 7th February 2017, announced a review of Community Safety Partnerships: <http://gov.wales/newsroom/people-and-communities/2017/review-of-community-safety-announced/?lang=en>
- 2.5 The Welsh Government review has now concluded and a report with draft recommendations has been presented to the Minister. We are awaiting the presentation of the report to Plenary, due to take place in December 2017.
- 2.6 **Dovetail pilot.** This is a pilot by the Home Office which has been undertaken in relation to the Prevent Duty and the delivery of Channel. The pilot has now ended and the outcome is that Channel will be co-ordinated on a regional basis and that Wales will be one region.



Dovetail evaluation
high level findings and

- 2.7 **Rural Crime Partnership.** Development of a Rural Crime Partnership is under consideration. An initial meeting has taken place between C/I Ivens, Chief Executive of BBNP, CSP Co-ordinator, Trading Standards Principal Lead and Land Management Team Leader of Natural Resources Wales. All agreed to the continued exploration of a Rural Crime Partnership for Powys.

Recommendation	Reason for Recommendation
The Committee notes the contents of the Report	For Information only

Relevant Policy (ies) :	n/a		
Within Policy	Y/N	Within Budget	Y/N n/a

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CSP Priority areas – update:

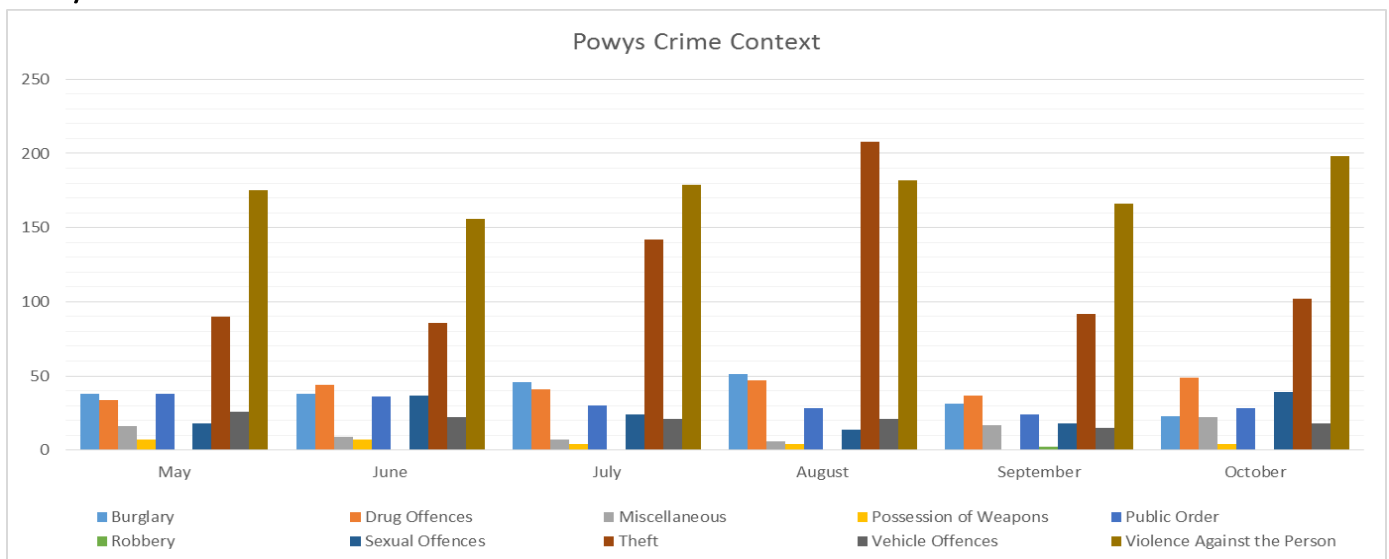
- Crime

ONS - Crime in England and Wales: year ending June 2017

<file:///Z:/DATA/Office%20for%20Nat.%20Stats/2017/Crime%20in%20England%20and%20Wales%20year%20Ending%20June%202017.pdf>

Including new Experimental Statistics on fraud and computer misuse offences, the CSEW estimated 10.8 million incidents of crime in the latest survey year, but first annual comparisons will not be available until January 2018. The police recorded 5.2 million offences in the latest year; this series can provide a better indication of emerging trends but can also reflect changes in recording practices and police activity rather than genuine changes in crime. The 13% increase in police recorded crime from the previous year reflects a range of factors including continuing improvements to crime recording and genuine increases in some crime categories, especially in those that are well-recorded.

Powys data



The above chart demonstrates that over the 5 months – May to October 2017 – the volume crime types in Powys have been Theft and Violence against the Person.

Work that has been undertaken by the Police to tackle these areas are:-

There are a number of offences where it is suspected that travelling criminals are responsible. As a result, the three areas have Operations running involving visible patrols along the border with West Mercia, greater collaborative work with Neighbouring Forces and the sharing of intelligence. These preventative patrols continue for the foreseeable future, as historically the winter months have been subject to the theft

of tools, machinery and scrap metal. Neighbourhood Teams are prioritising preventative work through the use of the Community Messaging System, Social Media and Press. There are also Watch Schemes supported in the County promoting an awareness of travelling criminals.

Montgomeryshire maintains to have the highest level of violent crime which is contributed to the higher population. Night time economy is not considered to be the main contributory factor. The peak at Montgomeryshire in October was largely due to a number of crimes committed by a number of known youths. This has been subject to an Action Plan and Community Impact Assessment.

Trading Standards continues to work on both Acquisitive and Serious Organised Crime.

Acquisitive

PREVENTATIVE-key messages put out through media on risks including Facebook and Twitter. Attended conference on welsh issues to share messages. All actions tweeted.

INTELLIGENCE-High level of targets identified through Facebook on high risk area of counterfeit clothing footwear and cosmetics.

ENFORCEMENT-Packages developed on wider high level suppliers in Manchester being shared with industry market groups and enforcers. Number of cases due in court autumn 2017.

Serious Organised Crime

REGIONAL PROFILE - Profiles will be shown at regional group, sanitised and then distributed.

For DPP-7 OCG's –predominantly drugs and after success on one OCG significant time will now go on Op Regent(Powys). High priority for CSE issues and call for evidence on intelligence that can support a profile and need to encourage intel requirement across agencies for profile

-taxi drivers

-health

LOCAL PROFILE - Reporting via Chair who will receive profile along with regional rep.

Role in feeding upwards

OPERATION WAY-illicit tobacco/alcohol-report via GAIN.

● Road Safety

The Powys Road Safety Partnership met in June 2017. The scheduled meeting for September had to be postponed and the next meeting is not until 15th December, therefore information is limited at this time.

The Road Safety Partnership has a "live" action plan which is updated at each meeting, therefore providing performance information against priorities.

Lack of current data/analysis is still an issue, however this is a concern across Dyfed-Powys.

Carmarthen have commissioned some analytical research in relation to Road Safety, using Mast data, ([*MAST Online is an innovative and award-winning web based data analysis tool for road safety professionals to gain insight crashes and the people involved in them*](#)) it is a large research document which is yet to be analysed. A group is being established to undertake this work. The report will not be available for circulation until the analytical work has been undertaken.

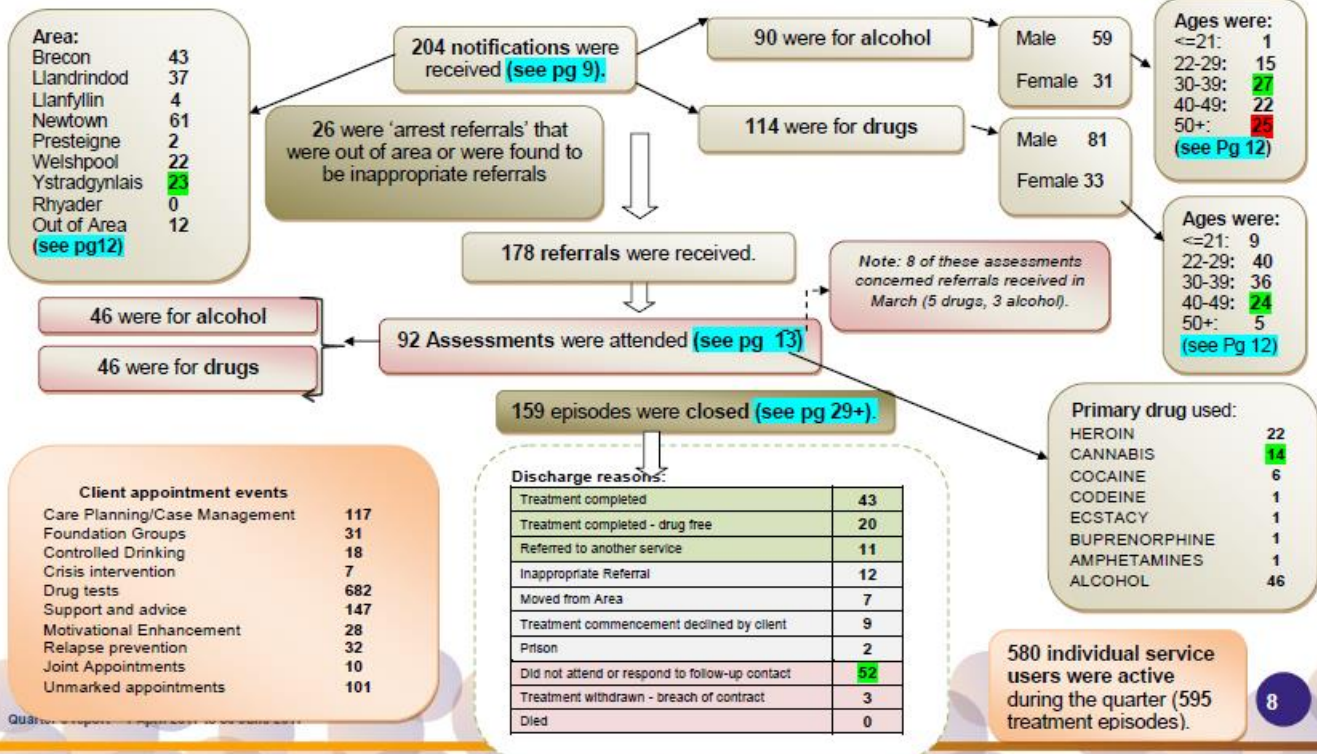
● Substance Misuse

The CSP statutory duty in relation to tackling substance misuse is discharged via the Area Planning Board (APB).

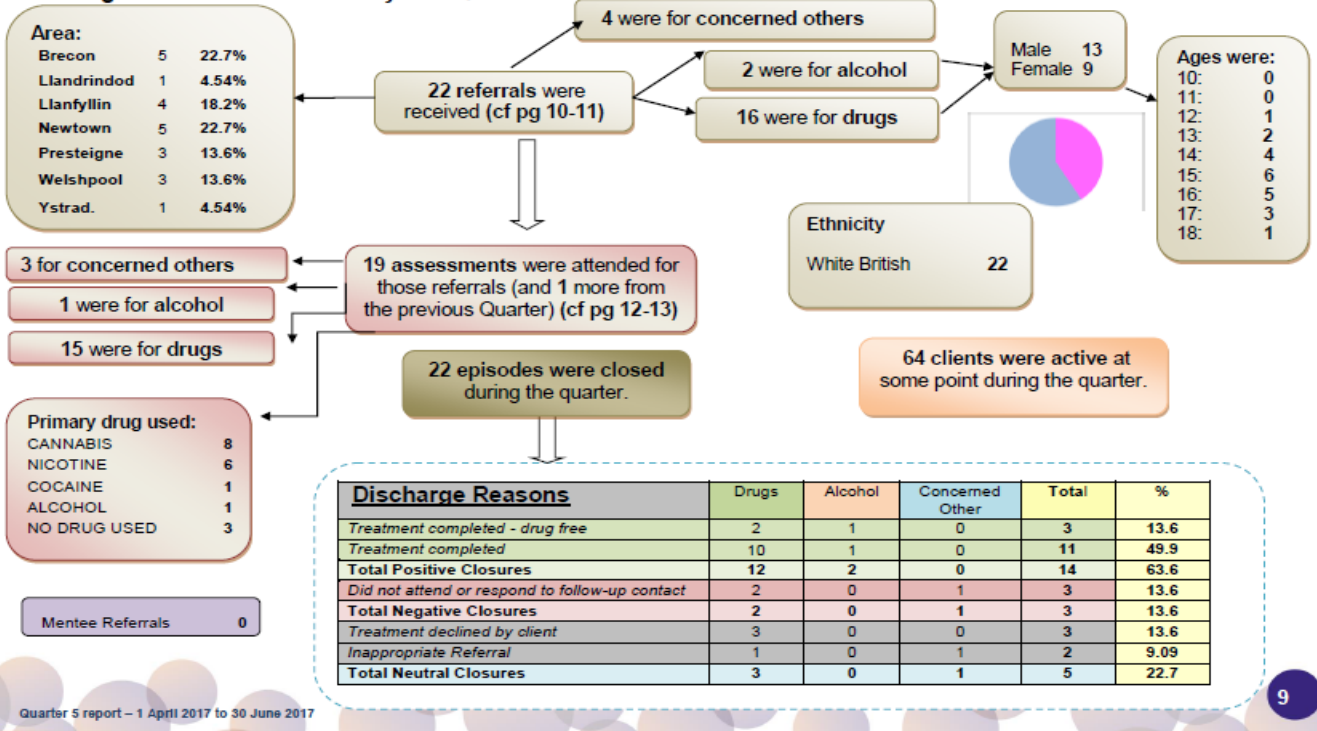
The following is an overview of the number of cases that Kaleidoscope (Adult service) and CAIS (Young People) had during March – June 2017:-

Demonstrable **increase** / **reduction** in referrals received / outcomes achieved between Q4 2016/17 and Q1 17/18.

Summary of Adult Service Provision April- June 2017



Young Persons' Service activity this Quarter



Performance from our commissioned services in the main is positive across the board. Kaleidoscope is reporting an increase in demand in North of county meaning some waiting lists to access the service; whilst this is being managed we are seeing an impact on clients that do not attend (DNA rate) and a decrease in the number of clients successfully completing treatment, which could be linked to increase in demand on service (Measured by KPIs). Will be looked at more closely to consider any corrective action to address this for next quarter.

Community Alcohol Partnerships (CAP) – 2 running in Powys – Brecon and Newtown.

Brecon CAP undertaking surveys currently.

Newtown CAP - completed pilot period - will be undertaking evaluation surveys. Recently conducted PROXY purchasing campaign - NCAP Street Art promoted via LA & CSP website and Twitter <http://www.communityalcoholpartnerships.co.uk/news/8-news/116-street-art-used-in-bid-to-crack-down-on-sales-of-alcohol-to-underage-drinkers>

Undertook a Schools event (Newtown high school) on 7th Nov - very successful.

• Reducing Re-offending

Integrated offender Management (IOM) Cymru is an overarching framework which helps partners to jointly develop integrated strategies and interventions to reduce crime, reoffending and to tackle the social exclusion of offenders and their families. The IOM Cymru Programme office manage a number of projects focusing on priority groups including women, youth to adult transition, high risk of harm and ex-Armed Service Personnel. The local project is known as PROP – Powys Reducing Reoffending Project. IOM focuses on the most prolific offenders, currently the cohort is 26 in Powys,

Wales Integrated Serious and Dangerous Offender Management Pilot (WISDOM) - WISDOM is now live in Dyfed Powys and Cwm Taf. Force-wide pilot, selection panels are sitting regionally with input from the psychology team. Two academics have been appointed to undertake the evaluation and to date have conducted an analysis of the Cwm Taf pilot and will now evaluate Dyfed Powys.

WISDOM will be a test bed for NOMADS (information sharing tool across, Police, Probation and Prisons). Pilot areas had been visited to gain a comprehensive understanding of the process. WISDOM focuses on the high risk of harm offenders, currently the cohort is 3 in Powys.

Violence against Women, Domestic Abuse & Sexual Violence (VAWDASV)

The local VAWDASV Strategy has to be approved by Mar 2018. Rhian Bowen Davies undertaking needs assessment and strategy development.

IDVA service is being re-commissioned in 2018 will be funded by Police and LAs as a single contract.

Powys CC training, 30% Group 1 compliance (100% required by Mar 2018). Presentations currently being given to staff who do not have access to IT such as cleaning and catering staff.

Ask and Act training needs to commence in 2018, staff from Powys CC being identified.

White Ribbon Day Sat 25th Nov, event held in the Council chamber, County hall, at 10.30 on Friday the 24th Nov.

Threshold document for Children Services/Adult Services – issues raised regarding assessment of domestic abuse.

Ask Me pilot in Powys has now trained 27 community representatives to be ambassadors with further training sessions arranged for November and December.

- **Community Cohesion**

Syrian resettlement programme - Powys CC has met its pledge of welcoming 12 families under the Syrian Resettlement Programme. An independent evaluation of the programme in Powys has been produced. Powys CC, the support workers from EYST and the Co-ordinator attended a meeting of Newtown Community Connections. The meeting was arranged to discuss appropriate levels of community support for the Syrian Refugee Programme. Powys CC organised a Mid and West Wales Regional Picnic for Syrian Refugees at the Royal Welsh Showground.

Hate Crime - Dyfed Powys Hate Crime Forum formulated plans for Hate Crime Awareness Week including engagement by Neighbourhood Policing Teams. Victim Support ran an awareness and engagement day in Llandrindod Wells during Hate Crime Awareness Week.

Tackling Hate Crime is mainstreamed into Powys CC's SEP Objectives and Actions.

Modern Slavery - Dyfed Powys Regional Anti-Slavery Group plan a strategic partnership approach in tackling modern slavery. Networking and engagement activities to tackle modern slavery with partner support took place at the Royal Welsh Agricultural Show.

Tension Monitoring - The Regional Community Cohesion Co-ordinator met with Dyfed Powys Police and the WG's Equality Branch to discuss wider partnership support for the core Police system with monitoring community tensions.

Breaking down Barriers - Engagement has been carried out with members of Newton Islamic Prayer Room and advice and signposting given on how to find more suitable facilities.

Powys CC's Gypsy and Traveller Project Board. Machynlleth – a proposal for a new site is underway. The Co-ordinator worked with a Powys CC Communications Officer to produce a Communications Strategy for Machynlleth. The Co-ordinator also gave advice to Powys CC on CCTV on sites, (based on the WG's Site Management Guidance).

This concludes the Community Safety Partnership update.

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CYNGOR SIR POWYS COUNTY COUNCIL**SCRUTINY COMMITTEE A****14th December 2017****REPORT AUTHOR :** Vince Hanley, Interim Professional Lead, Commercial Services**SUBJECT:** Procurement of Fleet Spares

REPORT FOR: INFORMATION

Purpose

To inform Scrutiny of the Processes utilised for the Procurement of Fleet Spares and the emerging benefits of the new contract

Background and Position Pre-Tender

The Council spend over £500,000 every year on vehicle spares and this level of spend is subject to the provisions of the Public Contract Regulations 2015.

The Council also has a mandate from Welsh Government to take advantage of nationally negotiated contracts undertaken by the National Procurement Service on their behalf

Up until 2016 the Council's Vehicle Spares Requirements were purchased from a variety of suppliers, some of which were Powys based but mainly were nationally and internationally based). Spend with local suppliers, accounted for approximately **18%** of the total, with significant amounts spent with individual suppliers based in Shrewsbury and Cardiff.

Spend with suppliers was largely ad-hoc and was managed by the Vehicle and Plant Maintenance Workshops (Newtown (vehicles), Llandrindod Wells (plant), Brecon (vehicles)) Current supply relationships were based largely on two primary factors; the makeup of the vehicle fleet, primarily Ford (below 7.5 tonne) and DAF (over 7.5 tonne); and locality to the Workshops, as many orders are small value, and locally delivered, or are collected by Workshop staff. These collection duties can take up a large amount of productive workshop hours. No formal contracts existed and the purchases were not compliant with the provisions of the Public Contract Regulations 2015.

Management of the stock is undertaken by the Workshop Managers. Parts were either ordered on a spot basis, e.g. for specialist parts, or a selection of faster-

moving parts were kept on an imprest basis, and managed by the Workshop Managers.

However management information on what parts were purchased, volumes prices and from whom they were purchased was unavailable within the service and could only be identified on a manual basis by trawling invoices and delivery notes.

In short the Council was not getting the benefit of the aggregated spend for fleet parts, it did not comply with regulations, and the overall processes for purchase could be improved.

Procurement Process

A project was put in place to improve services and to bring purchases to accord with the requirements of contract procedure rules and regulations. A new Transport Management system was being planned which would provide much more information than was currently available but this was unlikely to be in place in time for the project.

The Council are mandated to 'call off' from National Procurement Service (NPS) contracts where they exist and the Fleet Parts contract had only just been put in place at the time of the review of this spend. This use of the framework was undertaken by running a mini-competition and following a period where a specification was drafted of requirement and parts utilised, a procurement was undertaken.

The Fleet contract was awarded by NPS in an open process some months previously and all such suppliers had a fair opportunity to bid to the frameworks. Unfortunately none of them did.

Within the terms of this contract there were options to deliver Community Benefits to each County and included the use of local suppliers including Fair Payment Clauses (see Appendix 1) and this was pressed very hard within the mini-competition by Commercial Services and Transportation.

Outcomes of the Mini-competition

The successful company's prices were lower than the manual sample taken from previous purchases by as much as 20% and though one or two items were higher in price for the vendor in overall terms it was far more beneficial to award to Digraph.

Other benefits offered including the provision of a free of charge imprest stock at their cost at each of our locations which would be developed by analysis volume and type of spares used over time to ensure that parts were immediately available to workshops.

The company could also provide the management information on parts used volumes and data that managers required to manage the workshops.

A further 2% of all Powys spend with the company will be paid back to this Council for Community Benefits purposes and this could be used for Community projects in the County but with a fleet services bias would be appropriate perhaps to help fund an apprenticeship in one of our workshops..

Their bid also provided options for our local suppliers to supply to the company and to limit the loss of any business they were obtaining directly from the Council and each of these suppliers were contacted in this regard

Contract 6 months Progress

A review has now been carried out of spend so far with Digraph and it's spend with local companies and the continued direct spend (by Powys CC) with its local supply chains. Because the contract was transitioned between April and June some spend with local suppliers continued directly.

The overall level of spend on fleet spares has reduced significantly to £200k for the half year to September 2017, £104k of which is directly with Digraph and £22K with local suppliers representing **11.12% of spend**. However Digraph have indicated that in the first 6 months of the contract a further £20k of their business was sourced via local Powys suppliers representing a modest increase in the proportion of local spend this year from **18% to 21.84%**. Digraph have excluded spend through their company purchase card which wasn't available at the time of drafting this report and this may further increase these proportions. The figures are shown in the table below:

Fig 1: Comparison of Local Supplier spend 2016/17 and 2017/18

	FY2016/17	Percentage (FY2016/17)	FY2017/18 Q1 & Q2	Percentage (FY2017/18)	Notes
Total Spend	£ 576,641.87	100.00%	£ 203,355.67	100.00%	
Not Local Spend	£ 466,146.09	80.84%	£ 180,733.69	88.88%	
Local Spend	£ 110,495.78	19.16%	£ 22,621.98	11.12%	Spend with local suppliers outside of Digraph
Digraph Local Spend	N/A	N/A	£ 19,766.85	9.72%	Spend with local suppliers by Digraph (from June)
Total Local Spend	£ 110,495.78	19.16%	£ 42,388.83	20.84%	Total spend with local suppliers both outside of and by Digraph

Conclusion

The contract with Digraph is working well for the service and the Council has seen a reduction in the overall spend on Fleet Spares spend representing a potential efficiency. Further analysis will be required after a full year to confirm. However it is pleasing that the local spend which was feared to have been lost when the contract was awarded has been retained through the supply chain and through the use of the community benefits clauses within the contract. A further opportunity is available to utilise the 2% of all spend for community schemes as we see fit.

Fair Payment Clauses

- 1.1** *Where the Supplier enters into a Sub-Contract, the Supplier shall include in that Sub-Contract:*
 - 1.1.1** *a provision that where the Sub-Contractor submits an invoice to the Supplier, the Supplier shall consider and verify that invoice in a timely fashion;*
 - 1.1.2** *a provision that the Supplier shall pay the Sub-Contractor any sums due under such an invoice no later than a period of 30 days from the date on which the Supplier has determined that the invoice is valid and agreed; and*
 - 1.1.3** *a provision requiring the counterparty to that Sub-Contract to include in any Sub-Contract which it awards provisions having the same effect as Clauses 13.14.1 and 13.14.2 of this Agreement.*

Scrutiny Committee A

14 December 2017

Adult Social Care Working Group
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Purpose of Report: Progress report

The working group has met approximately every three weeks and has been briefed on a wide variety of topics.

Although a work programme has been established through to summer 2018 this is subject to amendment in light of the impending CSSIW Inspection of Adult Services. At its most recent meeting, the Group considered first drafts of the Adult Services Improvement Plan 2017 – 2023 and the pre inspection Self-Assessment. These two items will be considered at every meeting going forward.

To date the Group has considered:

- Domiciliary Care
- Delayed Transfers of Care
- Budget and Savings
- Older People's Day Care
- Older People's Accommodation
- Social Services and Wellbeing Act

Report contact: Lisa Richards, Legal, Scrutiny and Democratic Services

Contact details: lisa.richards@powys.gov.uk, 01597 826371
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Background papers: Notes of meeting held on 3 July 17 July, 2 August, 28 September, 4 October, 8 and 30 November 2017
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Group Membership: County Councillors J Gibson-Watt (Lead Member), E Durrant, G Morgan, K Roberts-Jones, A Williams and G Williams

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Scrutiny Committee A

14 December 2017

A2 Working Group – General Data Protection Regulations Review

Purpose of Report: Progress report

The Working Group met on 1st November, 2017.

The new General Data Protection Regulations replace the Data Protection Act in May 2018. The new regulations will apply to all of Europe from 25th May 2018. The Westminster Government is proposing to introduce a new Data Protection Bill which will mirror GDPR.

There is a new principle of “accountability” in the GDPR i.e. the Council will need to demonstrate how we are compliant with the regulations. Local authorities, are expected to rely upon the legislation that drives service delivery and make use of the provisions within Acts of Parliament which gives the Council powers to undertake public functions as their legal basis for the processing of personal information rather than the consent of the individual.

There were a number of issues highlighted as a result of the new regulations including:

- The loss of income by the Council not being able to charge for requests regarding what information the Council holds about an individual (Subject Access Requests);
- The likelihood that the numbers of subject access requests to the Council will double.
- The maximum fine for failure to comply with the new regulations is €20m or £18m, where there has been a failure to facilitate the exercising of rights under the regulations. Additionally maximum monetary penalties for breaches of personal data could be levied up to €10 or nearly £9m.
- To comply with GDPR the Council will need to:
 - develop, introduce and undertake Data Protection Impact Assessments where required
 - appoint a Data Protection Officer.
 - for any breaches the Council will have 72 hours to notify the Information Commissioner’s Office (ICO) of such breaches. This timescale includes periods including weekends and bank holidays.
- With regard to contracts with 3rd parties who deliver services on our behalf, such as voluntary organisations, the Council will need to ensure that rules are set out in the contracts and agreements with those providers.
- All services will need to undertake an Information Asset Audit and prepare Information Asset Registers, to ensure that the Council knows what data is being processed and where it is being stored.
- With regard to training for Members it was suggested that this would need to be mandatory and could be delivered by e-learning or by other methods. *[Note: Report*

considered by Member Development Working Group and was considered by the Democratic Services Committee in November]

- There were large pieces of work which the Council needed to undertake such as the Information Asset Audits, the assessments of the Information Risk.

Scrutiny recommendations to Cabinet on the Council's preparation for GDPR:

- **Due to the high risk to the Council from the potential fines, and enforcement actions, officers be asked to consider whether it is possible for the Council to insure itself against the possibility of high fines under GDPR or whether this could be undertaken on an all Wales basis. (Note – Insurance Section have confirmed that the Council cannot insure itself against a breach)**
- **One Voice Wales to be asked about whether information has been circulated to Town and Community Councils about GDPR. [Note – One Voice Wales has been contacted and they have advised Town and Community Councils and are preparing training]**
- **Services will need to have a clear understanding of the Legal Basis being relied upon for processing, rather than to rely on consent.**
- **There is concern that the numbers of subject access requests will rise significantly with the implementation of GDPR, together with the loss of income to the Council.**
- **There is a high risk to the Council in being able to implement the plan for GDPR if additional staffing resources are not made available.**
- **The cost to the Council of implementing GDPR should be costed.**
- **Data sharing and disclosure rules need to be clear in contracts and agreements with 3rd parties, and partners.**
- **Compliance requirements from previous ICO reports need to be addressed.**

Report contact: Wyn Richards, Legal, Scrutiny and Democratic Services

Contact details: wyn.richards@powys.gov.uk, 01597 826375

Background papers: Notes of meeting held on 1 November 2017

Group Membership: County Councillors G. Williams, K. Curry, S. Davies, J. Pugh.
Apologies from County Councillors E. Durrant and G. Jones.

Title
Integration Options Appraisal
Integration and Engagement
Treasury Management Report for Quarter 3
Capital Programme Update
Cemeteries Review
HTR Transformation Project
Office Accommodation - North Powys Review
Change in Age of Admission
Education Services Self Evaluation Report
ALN / Behaviour Support Policy
ERW Scrutiny
School Standards February 2018
School Scrutiny Panel February 2018
School Improvement Plan Scrutiny
School Governor Training Scrutiny
Schools Service Workforce Planning Scrutiny
School Budgets June 2018
School Scrutiny Panel April 2018
School Scrutiny Panel June 2018
Older People's Accommodation Safeguarding
School Standards Autumn 2017
Domiciliary Care Commissioning
Adult Social Care Budget and Service Delivery of Savings Targets
School Scrutiny Panel November 2017
Children's Services - Work Programme
Budget and Savings
Adult Services Improvement Plan
Education - Collaborative Working Policy
Budget
School Transformation Policy
Children's Services Scrutiny
Adult Social Care - Data
ASC Risk Register
Review of Farms Policy
Residential care fee setting arrangement
Health and Care Plan
School Budgets Nov 2017
Homelessness Strategy
Capital Programme and Capital Strategy
Scrutiny of Vision 2025 Implementation Plan
Pre Inspection Self Assessment ASC
Scrutiny of the Strategic Equalities Plan 2017
Scrutiny Chairs attendance at Commissioning and Procurement Board

Approval of Corporate Leadership Governance Improvement Plan
Office Accommodation - North Powys Review
Scrutiny of One Powys Plan Update 2018
Draft Well-Being Plan
Rights of Way Improvement Plan
Draft Annual Governance Statement 2018
Corporate Improvement Plan Update 2018
WHQS Completion

Description
Deferred
HTR Transformation Process
Review of the Change in Age of Admission to Schools
ERW - Estyn Monitoring Review outcome, Operating arrangements review and performance
To include school categorisation
Safeguarding deferred from 6 September
Unverified data including results, attendance, exclusions, inspection outcomes
Review of Adult Social Care budgets and achievement by services of savings targets - To be reviewed in light of revised MTFS
Update on schools previously brought to School Scrutiny Panel
Review of Sections of the Draft Improvement Plan
To be reviewed at all ASC Working Groups commencing 30 November 2017
Safeguarding
Review Adult Social care Data in preparation for CSSIW Inspection of Service in 2018
Update on position since Cabinet report July 2017
Joint Chairs to review Capital programme and capital strategy decide on level of scrutiny for capital programme
To be considered monthly commencing 30 November 2017
Scrutiny of the Strategic Equalities Plan 2017
Request to Cabinet Portfolio Holder for Finance to allow Scrutiny Chairs (and Chair of Joint Chairs) to attend Commissioning and Procurement Board meetings as observers.

To consider proposals for north offices

Scrutiny of One Powys Plan Update 2018

Scrutiny of the Draft Well-Being Plan

Scrutiny of the Draft Annual Governance Statement

Scrutiny of the Corporate Improvement Plan or Annual Updates

Lead	Portfolio Holder	Scrutiny Committee
Jeremy Patterson	Rosemarie Harris	Scrutiny A
Jennifer Jeffreys	Cllr Stephen Hayes	Scrutiny A
Ann Owen	Aled Wyn Davies	Audit Committee
Jane Thomas	Aled Wyn Davies	Audit Committee
Nia Hughes	Jonathan Wilkinson	Scrutiny A
Lisa Griffiths	Liam Fitzpatrick	Scrutiny A
Natasha Morgan	Phyl Davies	Scrutiny A
Ian Budd	Myfanwy Catherine Alexander	Scrutiny B
	Myfanwy Catherine Alexander	Scrutiny B
	Myfanwy Catherine Alexander	Scrutiny B
	Myfanwy Catherine Alexander	Scrutiny B
Ian Budd	Myfanwy Catherine Alexander	Scrutiny B
		Scrutiny B
	Myfanwy Catherine Alexander	Scrutiny B
	Myfanwy Catherine Alexander	Scrutiny B
	Myfanwy Catherine Alexander	Scrutiny B
	Myfanwy Catherine Alexander	Scrutiny B
	Myfanwy Catherine Alexander	Scrutiny B
	Myfanwy Catherine Alexander	Scrutiny B
Dylan Owen	Cllr Stephen Hayes	Scrutiny A
	Myfanwy Catherine Alexander	Scrutiny B
Dylan Owen	Cllr Stephen Hayes	Scrutiny A
Lisa Richards		Not Applicable
		Scrutiny B
Elizabeth Patterson	Rachel Powell	Scrutiny B
Dylan Owen	Cllr Stephen Hayes	Scrutiny A
Jennifer Jeffreys	Cllr Stephen Hayes	Scrutiny A
Ian Budd	Myfanwy Catherine Alexander	Scrutiny B
Jane Thomas	Aled Wyn Davies	
Marianne Evans	Myfanwy Catherine Alexander	Scrutiny B
Elizabeth Patterson	Rachel Powell	Scrutiny B
Phil Evans	Cllr Stephen Hayes	Scrutiny A
Caroline Evans	Cllr Stephen Hayes	Scrutiny A
Natasha Morgan	Jonathan Wilkinson	Scrutiny A
Lee Anderson	Cllr Stephen Hayes	Scrutiny A
	Cllr Stephen Hayes	Scrutiny A
Marie James	Myfanwy Catherine Alexander	Scrutiny B
Simon Inkson	Jonathan Wilkinson	Scrutiny A
Wyn Richards		Joint Chairs and Vice-Chairs Steering Group
Peter Jones	Rosemarie Harris	Joint Chairs and Vice-Chairs Steering Group
Dylan Owen	Cllr Stephen Hayes	Scrutiny A
Bets Ingram	James Evans	Joint Chairs and Vice-Chairs Steering Group
Wyn Richards	Aled Wyn Davies	Joint Chairs and Vice-Chairs Steering Group

Ian Budd		Scrutiny A;#Scrutiny B
Natasha Morgan	Phyl Davies	Scrutiny A
Peter Jones	Rosemarie Harris	Joint Chairs and Vice-Chairs Steering Group
Peter Jones		Joint Chairs and Vice-Chairs Steering Group
Mark Stafford-Tolley	Jonathan Wilkinson	Scrutiny A
Peter Jones	Aled Wyn Davies	Joint Chairs and Vice-Chairs Steering Group
Peter Jones	Rosemarie Harris	Joint Chairs and Vice-Chairs Steering Group
Simon Inkson	Jonathan Wilkinson	Scrutiny A

Scrutiny Date	Scrutiny Working Group	Scrutiny Working Group Date
	Education Scrutiny Group	
	Education Scrutiny Group	
	Education Scrutiny Group	
	Education Scrutiny Group	
	Education Scrutiny Group	
	Education Scrutiny Group	
	Education Scrutiny Group	
	Education Scrutiny Group	
	Education Scrutiny Group	
	Education Scrutiny Group	
	Education Scrutiny Group	
	Adult Social Care Working Group	28/09/2017
	Education Scrutiny Group	27/10/2017
	Adult Social Care Working Group	08/11/2017
	Finance Scrutiny Panel	10/11/2017
	Education Scrutiny Group	13/11/2017
	Children's Scrutiny Working Group	16/11/2017
	Adult Social Care Working Group	30/11/2017
	Adult Social Care Working Group	30/11/2017
	Education Scrutiny Group	06/12/2017
	Finance Scrutiny Panel	08/12/2017
	Education Scrutiny Group	13/12/2017
	Children's Scrutiny Working Group	14/12/2017
	Adult Social Care Working Group	20/12/2017
	Adult Social Care Working Group	20/12/2017
		29/01/2018
	Adult Social Care Working Group	30/01/2018
		19/02/2018
	Education Scrutiny Group	02/04/2018
		08/10/2018
07/11/2017		
07/11/2017		
30/11/2017	Adult Social Care Working Group	30/11/2017
05/12/2017		
05/12/2017		

19/01/2018	19/01/2018
19/02/2018	
20/02/2018	
20/02/2018	
01/03/2018	
10/04/2018	
10/04/2018	
17/09/2018	

Cabinet

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Comments

Deferred from 8 November - date to be arranged

To be emailed to Audit Committee for approval

Quarterly scrutiny by Audit Committee

This project replaces the HTR Commissioning project.

Delayed from 5 December Cabinet to February / March 2018

Further scrutiny of Portfolio Holder decision paper to be arranged

Email from Lee Anderson 2 August

Delayed from 5 December 2017 Cabinet

Scrutiny of Schools Funding formula to be undertaken in 2018 - Director of Education to confirm date for Cabinet report.

Scrutinised Annually - December

Decision to confirm proposals for north offices. Email from Natasha Morgan 16 June
Scrutinised annually in February / March

Scrutinised by Joint Chairs Annually in April / May.
Then scrutinised by the Audit Committee as part of the Statement of Accounts.
New Plan - scrutinised April 2018.
Annual update report scrutinised annually - April 2019 onwards.

FALSE	FALSE
FALSE	FALSE
FALSE	FALSE
FALSE	FALSE
FALSE	FALSE

	30/01/2018	16/01/2018	Item
	13/03/2018	27/02/2018	Item
			Item
			Item
			Item
			Item
			Item
	09/10/2018	25/09/2018	Item

sites/Teams/CorporateWorkProgramme/Lists/Strategic Work Plan
sites/Teams/CorporateWorkProgramme/Lists/Strategic Work Plan
sites/Teams/CorporateWorkProgramme/Lists/Strategic Work Plan
sites/Teams/CorporateWorkProgramme/Lists/Strategic Work Plan
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MINUTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP HELD AT COUNCIL CHAMBER - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON TUESDAY, 20 JUNE 2017

PRESENT:

County Councillors JG Morris, Mr J Brautigam, P Roberts, G I S Williams and E Durrant

Officers: Louise Barry (Interim Chief Social Worker Officer/ Operations Director Social Care), Liz Patterson (Scrutiny Officer), Clive Pinney (Solicitor to the Council), David Powell (Strategic Director - Resources), Lisa Richards (Scrutiny Officer), Wyn Richards (Scrutiny Manager and Head of Democratic Services) and Emma Palmer (Strategic Business Manager)

1. CHAIR AND VICE-CHAIR OF THE STEERING GROUP

- (i) Mr John Brautigam was elected Chair of the Steering Group for the period June 2017 to the first meeting of the Steering Group following the Council AGM in May 2018.
- (i) County Councillor Emily Durrant was elected Vice-Chair of the Steering Group for the period June 2017 to the first meeting of the Steering Group following the Council AGM in May 2018.

2. APOLOGIES

Members: County Councillors Matthew Dorrance and David Jones
Officers: Jeremy Patterson (Chief Executive), Paul Griffiths (Strategic Director – Place).

3. DRAFT NOTES - FOR CONSIDERATION

Documents Considered:

- Draft Notes – 28th February, 2017.

Issues Discussed:

- None.

Outcomes:

- Noted.

4. DISCUSSION WITH THE CHIEF EXECUTIVE, STRATEGIC DIRECTORS REGARDING POTENTIAL SCRUTINY ITEMS

Documents Considered:

- None

Issues Discussed:

- Strategic Overview Board (SOB) now has Chairs of Scrutiny present at meetings. Potential items for scrutiny can come from the SOB in terms of key performance and other issues.

- The SOB will act on a more strategic basis now with Heads of Service and Portfolio Holders looking at detailed performance. However where necessary the SOB can look at issues in depth.
- The other main link for scrutiny to generate its work programme is the Cabinet Forward Work Programme. The Steering Group asked whether the SOB had a forward work programme of its own. Members were advised that at present it did not and therefore the focus of scrutiny should be on the Cabinet Forward Work Programme.
- The Chair of the Steering Group asked if he could attend meetings of the SOB. He was advised that this would be possible but it would require an amendment to the Constitution. In the interim it could be agreed informally with the approval of the Chair of the SOB.
- Louise Barry, Interim Chief Social Worker Officer/ Operations Director Social Care commented that there were other avenues of work which it would be helpful to the service if scrutiny could consider such as key performance indicators for adults and children's services. The Steering Group supported this view as long as scrutiny did not get too involved in the operational running of the service areas.
- Members commented that at present there was no direction of travel for the Council from the Leader. However the Steering Group was advised that the Cabinet and Management Team are working to develop the proposed way forward for the Council.

Outcomes:

Action	Completion Date	Action By
Chair of the SOB to be asked if the Chair of the Steering Group could attend meetings in addition to the Scrutiny Chairs and if approved that the Constitution be amended accordingly	11th July, 2017	WR / CP
Interim Chief Social Worker Officer/ Operations Director Social Care to provide detail of areas of work for scrutiny to be considered by Joint Chairs for addition to the Work Programme	11th July, 2017	LB / WR / LR

5.	WORK PROGRAMME
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Documents Considered:

- Draft Cabinet Forward Work Programme
- Draft Scrutiny Forward Work Programme

Issues Discussed:

- Recycling – may be new proposals forthcoming from the Cabinet regarding HWRC's.
- Home to School Transport has been considered by scrutiny.
- School Asset Management Plan – already considered by scrutiny.
- Cedewain / Brynllwarch Special Schools – scrutiny had made some comment in the past. However this should be considered as part of a larger project looking at the financial viability of schools.
- Financial viability of schools is a major issue and risk to the Council. The schools funding formula is being considered by the Cabinet on 10th October, 2017. The annual report on school budgets is being considered by Cabinet on 11th July, 2017. The Steering Group considered that scrutiny should undertake a review of the financial viability of schools which should include such matters as the current deficit position, pupil numbers, trends etc. It was also suggested that it should be a joint review between the Audit Committee and Scrutiny Committee B.
- HTR Commissioning – a number of meetings were being planned for September, 2017 including briefing / training sessions for Members as well as the review of the final commissioning proposals. An external company who had undertaken some work on this subject previously was to be used to provide the training to Members and assist the Scrutiny Committee in undertaking the scrutiny of the proposals. The Head of Democratic Services indicated that he intended to invite the Chairs and Vice-Chairs of the Audit Committee and Scrutiny Committee B to the training so that knowledge of how to undertake the scrutiny of commissioning proposals could be spread across all scrutiny committees. It was confirmed that the final proposals would be ready by the end of August in preparation for the scrutiny meetings.
- PSB / Integration with Health – It was suggested that a review should be undertaken of an integration project that had worked well. With regard to PSB scrutiny guidance was awaited from Welsh Government in July. The Head of Democratic Services also reported that the Wales Audit Office was intending to undertake a review of PSB scrutiny arrangements in 2018. It had been the intention to undertake this earlier but the WLGA had successfully argued that the guidance should be provided first, followed by a period for Councils to sort out their scrutiny arrangements prior to the review by the WAO.
- Flood Risk Management Plan – is being considered by Cabinet on 5th December, 2017. It was suggested that scrutiny consider this prior to the Cabinet meeting.
- Commissioning and Procurement – a group had been established to look at this.

Outcomes:

Action	Completion Date	Action By
That a joint Working Group to review the financial viability of schools be constituted between the Audit Committee and Scrutiny Committee B.	11th July, 2017	LR / LP
Chairs and Vice-Chairs	September, 2017	WR / LR

of the Audit Committee and Scrutiny Committee B be invited to the training undertaken in respect of HTR Commissioning.		
Joint Chairs to consider including in the Forward Work Programme: (i) Review of positive integration project between the Council and Health; (ii) Review of Flood Risk Management Plan (prior to Cabinet on 5 th December)	July 11 th , 2017	WR

6. OTHER MATTERS

6.1. Review of the Scrutiny Service

Documents Considered:

- None

Issues Considered:

- The Steering Group received an oral presentation by David Powell, Strategic Director – Resources regarding a review he was conducting of the Scrutiny Service. There are 10 aims in the review and it was hoped that the review would be completed by 21st July, 2017. The review would consider what scrutiny was being undertaken at present, what should be undertaken and identifying the gap in provision. In addition the review would look at the resource required to deliver scrutiny to identify whether any additional resources were required. The outcome of the review would be reported to the Management Team.
- The Steering Group asked if it could consider a draft version of the review prior to its completion. The Strategic Director – Resources agreed that this would be possible.

Outcomes:

Action	Completion Date	Action By
Draft Scrutiny Service review report to be considered at the next meeting of the Steering Group	11 th July, 2017	WR / DP

6.2. Membership of the Steering Group

Documents Considered:

- None

Issues Considered:

- The Head of Democratic Services reported that the Steering Group had over the last two years focussed purely on scrutiny matters and it was questioned whether the involvement of the Democratic Services Chair and Vice-Chair was now relevant.
- The previous purpose of inviting the Chair and Vice-Chair of the Democratic Services Committee was in preparation of any changes to the operation of scrutiny which needed to be considered by the Committee as a change to the Constitution. The Head of Democratic Services had consulted the new Chair of the Democratic Services Committee prior to bringing this issue to the Steering Group who had indicated that he would be content not to be involved in the Steering Group. The Chair of the Democratic Services Committee could be invited on an ad-hoc basis to future meetings of the Steering Group if there were any issues which would need to be considered by his committee.
- The Steering Group was advised that this would require an amendment to the Constitution for this change to occur.

Outcomes:

Action	Completion Date	Action By
That Democratic Services Committee be asked to reconsider the composition of the Steering Group's by the deletion of the Chair and Vice-Chair of the Democratic Services Committee with a view to the the Council's Constitution be amended accordingly.	December, 2017	WR / CP

7. PUBLIC SERVICE BOARD

7.1. PSB Dates - For Information

- 20 July, 2017
- 21 September, 2017
- 26 October, 2017
- 21 December, 2017

8. DATES OF FUTURE MEETINGS - FOR INFORMATION

The Steering Group was asked to consider whether it wished to consider amending the dates of meetings as the cabinet was now meeting in the mornings, or continue to meet on the same day.

The Steering Group agreed to continue to meet as currently scheduled but that all meetings would commence at 2.00 p.m.

The future meetings are as follows:

- 11 July, 2017
- 19 September, 2017
- 10 October, 2017
- 7 November, 2017
- 5 December, 2017

Chair

MINUTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP HELD AT COMMITTEE ROOM A - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON TUESDAY, 11 JULY 2017

PRESENT:

County Councillor Mr J Brautigam (Chair)
County Councillors JG Morris and G I S Williams

Officers: Peter Jones (Professional Lead - Corporate Insight), Clive Pinney (Solicitor to the Council), David Powell (Strategic Director - Resources), Lisa Richards (Scrutiny Officer) and Wyn Richards (Scrutiny Manager and Head of Democratic Services)

1.	APOLOGIES
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Members: County Councillors M J Dorrance, D R Jones and E Durrant (Vice-Chair)
Officers: None.

2.	DRAFT NOTES - FOR CONSIDERATION
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Documents Considered:

- Draft Notes – 20th June, 2017

Issues Discussed:

- None

Outcomes:

- **Noted.**

3.	DISCUSSION WITH THE CHIEF EXECUTIVE, STRATEGIC DIRECTORS REGARDING POTENTIAL SCRUTINY ITEMS
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Documents Considered:

- None

Issues Discussed:

- Finance Scrutiny Panel (FSP) will have work revolving around the Cabinet's 2025 vision. The vision will probably mean the reshaping of the Council's current Corporate Plan programmes. These revised programmes will need to be scrutinised.
- Audit is considering issues such as the Brecon Cultural Hub. The integration project with Powys Teaching Health Board (PTHB) will need scrutiny with the FSP possibly scrutinising the financial element of the proposals.
- Scrutiny of the White Paper regarding Local Government Reform – how prepared is the Council for the changes. Legislation is expected in 2018 with a Statement from the Cabinet Secretary on the outcome of the consultation expected in July 2017.
- Integration with PTHB – 2 models under consideration (a) continue with current integration process but with more emphasis or (b) health led option (unlikely to be favoured by Welsh Government). The option of an

- arms length company has been rejected. The feedback on the options appraisal will be received in October.
- FSP meeting before August but this depends on the timing of the meetings being held by Cabinet as there is a need for Portfolio Holder for Finance to discuss budget and the Medium Term Financial Strategy (MTFS). FSP will not be considering budget predictions this year. Also Audit Committee is likely to resurrect the Finance and Performance Working Group. It was suggested that the Strategic Overview Board could be used as a reference point for FSP on financial and performance issues and vice-versa.

Outcomes:

- **Noted.**

4.	REVIEW OF THE SCRUTINY SERVICE - DRAFT REPORT
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Documents Considered:

- Update report on the review by the Strategic Director – Resources.

Issues Discussed:

- Solicitor to the Council tested an assumption that as committees had established a number of working groups the intention was that there would be one meeting of a scrutiny working group per committee per week. Assuming that of the 14 Members on a scrutiny committee 3 only would form a working group and 4 groups, this would mean that Members would only have one additional meeting per month. The Steering Group considered that this would not be onerous for Members.
- However it was stressed that the success of scrutiny depended on Member engagement especially from those Members appointed to scrutiny committees by their political groups. Co-option was allowed onto working groups but there was still a need for committee Members to engage in the process. It was suggested that if members did not attend or engage then this would be discussed with the relevant Group Leader.
- There was also a responsibility for the Chair and Vice-Chair of the committee to encourage other Members to take part in working groups.
- Once the review was completed and submitted to the Strategic Director – Resources the report would be considered by the Management Team in August.

Outcomes:

- **Noted.**

5.	DRAFT ANNUAL PERFORMANCE EVALUATION 2016-17
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Documents Considered:

- Draft Annual Performance Evaluation 2016-17

Issues Discussed:

- There is a statutory responsibility to prepare this report. The formal approval process commences in August 2017.
- Comments on the Draft Document:
 - RAG information is sparse until all wales information provided.
 - 2016/17 outcome information should be included in the draft report.
 - Qualitative assessment – no cost benefit analysis. This needs to be built into the planning process, and also a need to integrate financial and performance data. Example – Page 31 – Learning disabilities – scrutiny work showed a disproportionate spending on this service by the Council by comparison to the remainder of Councils in wales. At what cost has improvement been achieved?
 - Is there sufficient challenge of improvement in the document? Is it too positive? Scrutiny does provide an element of challenge. This is a commitment from the One Powys Plan update.
 - Page 37 – Looked After Children – why has there been an increase in numbers. A comment on the increase needs to be included.

Outcomes:

Action	Completion Date	Action By
Additional Information to be included and the document recirculated to the Steering Group for further comments	14/07/17	PJ

6.	WORK PROGRAMME
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Documents Considered:

- Agenda – requests for items to be included in the Forward Work Programme.
- Cabinet Forward Work Programme
- Scrutiny Forward Work Programme

Issues Discussed:

- Requests for items to be included in the Forward Work Programme:
 - Pre-Scrutiny item – Staylitttle Outdoor Pursuits Centre - agreed
 - Preparation for General Data Protection Regulations (GDPR) - agreed
 - Commissioning and Procurement - agreed
 - Review of positive integration between the Council and Health - agreed
 - Review of Flood Risk Management Plan - agreed

- General Data Protection Regulations – coming into force in May 2018 - to be undertaken in 2 sections Oct / 17 and Feb/Mar 18. Need to consider are Council's plans appropriate and progress on implementation.
- Commissioning and Procurement – need to look at major capital projects e.g. Brecon Cultural Hub, (pre establishment of Commercial Services). Need to consider if Commissioning and procurement processes fit for purpose, are processes being applied consistently.
- Commissioning and Procurement Strategy should be scrutinised.
- Also a need to look at the Capital Programme generally – request copy to assess which elements of the programme to scrutinise.
- Commissioning and Procurement Board – agreed to make request to the Chair that scrutiny chairs should be observers at meetings of the Board.
- Louise Barry to be asked which positive integration project should be scrutinised.
- Steering Group noted that the Chair had been requested and agreed to present to future meetings any issues arising from a review of performance and finance by the Strategic Overview Board which could be included in the Forward Work Programme.
- Steering Group expressed concern that the Cabinet Forward Work Programme was not populated fully for 2018. In addition the Cabinet should be asked to inform the Steering Group of any items which it would wish to be scrutinised which could be included in the Forward Work Programme.
- Items from the Cabinet Forward Work Programme identified for Pre-Scrutiny:
 - Domiciliary Care Future Commissioning – Cttee A – Sept 17
 - Home to School Transport – Cttee B – Sept 17
 - New Schools Reorganisation Proposals – Cttee B – Sept 17
 - Residential care Fee Setting – Cttee A / ASG Working Group – Sept 17
 - North Powys Secondary Welsh Medium Review – Cttee B – Sept 17
 - Schools Funding Formula – Cttee B – Oct 17
 - Special Schools Review – Cttee B – Oct 17
 - Staylitttle Outdoor Centre – Cttee B – Oct 17
 - HTR Commissioning – Cttee A – Sept 17
 - Review of CAP Policy – Cttee A - Nov/Dec 17
 - Review of Farms Policy – Cttee A - Nov/Dec 17
 - Commercial Property Policy – Cttee A – Nov/Dec 17
- Scrutiny Manager to add above items to Forward Work Programme and to re-circulate document to the Steering Group. The Chair and Vice-Chair to agree the Forward Work programme with officers.

Outcomes:

Action	Completion Date	Action By
Following items to be added to the Forward Work Programme: <ul style="list-style-type: none"> • Pre-Scrutiny item – Staylitttle Outdoor Pursuits Centre – 	31 July 17	WR

<p>Cttee B</p> <ul style="list-style-type: none"> • Preparation for General Data Protection Regulations (GDPR) – Cttee A • Commissioning and Procurement – Audit / Cttee A • Review of positive integration between the Council and Health – Cttee A • Review of Flood Risk Management Plan – Cttee A – Nov 17 		
<p>Request to Chair of Commissioning and procurement Board that scrutiny chairs are allowed as observers at meetings of the Board.</p>	<p>31 July 17</p>	<p>WR</p>
<p>Request copy of the Capital Programme for next meeting to assess scrutiny of Programme.</p>	<p>31 July 17</p>	<p>WR</p>
<p>Request positive integration project to scrutinise from Louise Barry</p>	<p>31 July 17</p>	<p>WR</p>
<p>Chair to write to the Leader regarding the need to populate the Cabinet Forward Work Programme for 2018 and to ask the cabinet to identify any items which it wished the Steering Group to consider for inclusion in the Scrutiny Forward Work Programme</p>	<p>31 July 17</p>	<p>JB / WR</p>
<p>Pre-Scrutiny Items identified in the Cabinet Work Programme to be added to the Scrutiny Forward Work Programme.</p>	<p>31 July 17</p>	<p>WR</p>

7. PUBLIC SERVICE BOARD

7.1. Draft Notes of Previous Meeting(s)

Documents Considered:

- Draft Notes – 8th June, 2017

Issues Discussed:

- None

Outcomes:

- **Noted.**

7.2. Public Service Board - Vision 2040

Documents Considered:

- PSB Vision 2040.

Issues Discussed:

- Vision is early work for the WellBeing Plan in April 2018.
- Vision is looking forward to 2040 and how decisions taken today will affect the vision / position by 2040.
- Steering Group considered that there is a need to focus on what can be delivered rather than the document being overly aspirational, otherwise the impact could be lost.
- Any comments on the vision to be submitted to Peter Jones.
- Page 113 – need to enlarge on the comment regarding BBNP / NRW visitor centres to include other centres including private ones.

Outcomes:

Action	Completion Date	Action By
Steering Group to send any comments to Peter Jones	31 July 17	Steering Group Members

7.3. PSB Dates - For Information

- 20 July 2017
- 21 September 2017
- 26 October 2017
- 21 December 2017

8. DATES OF FUTURE MEETINGS - FOR INFORMATION
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- 19 September 2017
- 10 October 2017
- 7 November 2017
- 5 December 2017

The Steering Group was also asked to consider if Powys should continue to attend meetings of the Mid Wales Health Care Collaborative. It was suggested that there was little value in Powys being involved in attending these meetings any further as there was little scrutiny being undertaken.

RESOLVED that Powys should no longer be attending meetings of the Mid Wales Health Care Collaborative.

County Councillor Mr J Brautigam (Chair)

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MINUTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP HELD AT COMMITTEE ROOM A - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON TUESDAY, 19 SEPTEMBER 2017

PRESENT: County Councillor Mr J Brautigam (Chair)
County Councillors D R Jones, JG Morris, G I S Williams and E Durrant

Officers: Jeremy Patterson (Chief Executive), Liz Patterson (Scrutiny Officer), David Powell (Strategic Director - Resources), Lisa Richards (Scrutiny Officer), Wyn Richards (Scrutiny Manager and Head of Democratic Services) and Ian Budd (Director of Education)

1.	APOLOGIES
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Members: County Councillors Pete Roberts and Matthew Dorrance.
Officers: Clive Pinney (Solicitor to the Council), Peter Jones (Professional Lead – Corporate Insight) and Emma Palmer (Strategic Business Manager to the Chief Executive)

2.	DRAFT NOTES - FOR CONSIDERATION
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Documents Considered:

- Draft Notes – 11th July, 2017.

Issues Discussed:

- The Scrutiny Manager was asked to follow up the response on Chairs' attendance at the Commissioning and Procurement Board and the report on the Capital Programme.

Outcomes:

Action	Completion Date	Action By
Scrutiny Manager to follow up the response on Chairs' attendance at the Commissioning and Procurement Board and the report on the Capital Programme	10/10/17	WR <u>Update:</u> Chair of Procurement and Commissioning Board discussing with Board on 3/10/17. Capital Strategy and programme – to be considered at Joint Chairs in November.

3.	RISK BASED ASSESSMENT OF CORPORATE ARRANGEMENTS
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Documents Considered:

- Slides from the Wales Audit Office (WAO) arising from the risk based review of corporate arrangements.

Issues Discussed:

- The WAO review was split into 3 sections and was a light touch approach.

- Slides provide Green / Amber / Red indicators on the following aspects of the Council:
 - Vision and Strategic Direction;
 - Governance and Accountability;
 - Use of Resources;
 - Collaboration and Partnerships;
 - Managing Improvement;
 - Key Corporate Strengths and Challenges.
- The Council's capability in terms of numbers and skill sets is an issue as are the costs of the current social services model which are unsustainable and the schools financing model. However there are some strengths identified by the review.
- The report authors Colin Davies and Justine Morgan have offered to speak to scrutiny and the cabinet about the points raised in the review.
- Powys is driving greater change than anyone else in Wales which has identified needs in terms of capability at officer and Member levels including the need for objective scrutiny.
- WAO raised concerns about how the previous Cabinet operated, the clarity of those meetings and that too many operational issues were being considered with a need for a Cabinet to be more strategic.
- The roles of the Strategic Overview Board (SOB) and the Commissioning and Procurement Board were also the subject a comment that the Cabinet was scrutinising itself rather than scrutiny undertaking that role. Work programming was also an issue raised.
- The Council has addressed the issues regarding the operation of the Cabinet and there is now scrutiny involvement in the SOB. Work was also being undertaken on behaviours and values for Cabinet and scrutiny.
- The delivery of savings in social services remained a concern.
- In relation to schools financial compliance was being addressed with a follow up on a monthly basis and escalation where needed.
- A review of the social services base budget was being undertaken with phase 1 completed. Another phase was underway and the service was tasked with an action plan to achieve savings as well as looking at issues such as the costs for services for those under 65 which were out of kilter with the rest of Wales. Consideration was being given to how long it would take to transfer funding from the under 65s to over 65s budget.
- Concern had been expressed by Management Team and the SOB regarding Children's Services with a red RAG status. There were also concerns that changes in Children's Services were not on track.
- Financial resilience – whilst the balance sheet was strong there were risks which underlie this. The Council was 21 out of 22 in terms of delivering savings.

Outcomes:

Action	Completion Date	Action By
Colin Davies and Justine Morgan (WAO) to be invited to attend a meeting of the Joint chairs to discuss the review report.		WR <u>Update:</u> WAO being invited to make presentation to all Members - November

4.	REVIEW OF THE SCRUTINY SERVICE
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Documents Considered:

- Report by the Strategic Director – Resources.

Issues Discussed:

- Members had discussed with representatives of the Independent Remuneration Panel for Wales (IRPW) regarding honoraria for leaders of working groups. It would be for the Council to submit a case to the IRPW for consideration.
- When establishing reviews Working Groups should set timescales within the scope of the review.

Outcomes:

- **Noted.**

5.	DISCUSSION WITH THE CHIEF EXECUTIVE, STRATEGIC DIRECTORS REGARDING POTENTIAL SCRUTINY ITEMS
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Documents Considered:

- None

Issues Discussed:

- The Chief Executive outlined an issue with Children’s Services arising from a recent CSSIW (Care and Social Services Inspectorate Wales) inspection which would require a programme of work by scrutiny to review the action plan initially followed by scrutiny of individual elements of the action plan.
- A serious concern letter had been received from the Chief Inspector following receipt of the draft report and there was a risk of Ministerial intervention.
- An action plan was being drawn up and an Improvement Board established.
- This had identified a need to strengthen corporate oversight as well as corporate support. Savings and income targets as well as base budgets would need to be reviewed.

Outcomes:

Action	Completion Date	Action By
Scrutiny of the Children’s Services Improvement Plan to be included in the Scrutiny Forward Work Programme	10/10/17	WR

6.	WORK PROGRAMME
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Documents Considered:

- Cabinet Work Programme.
- Scrutiny Work Programme

Issues Discussed:

- Request from Radnorshire and County Councillor Liam Fitzpatrick, Portfolio Holder for Highways that the forthcoming Revised Policy on Car Parking be reviewed by scrutiny – the Steering Group decided that in view of other priorities it did not have the capacity to review this item.
- Request that the Vision 2025 Action Plan be reviewed – accepted.
- Absenteeism in the HTR Service is above the norm and costing around £800k per annum. This needs to be considered under workforce issues. It had also been raised at the meeting of the SOB.
- SOB – there was a need for more challenge across directorates. There was an improvement in the report presented to the SOB on issues.
- 2 issues arising from the SOB which would need to be reviewed – adult services budgets and the delivery of savings. It was suggested that the Audit Committee or the Finance Scrutiny Panel could undertake this review. However both items would need to be considered in light of the revised MTFS.
- It was suggested that minutes of the SOB should be available to all Members of Council.
- The Scrutiny Forward Work Programme (FWP) was a new version where it was being developed alongside a revised Cabinet FWP and also with Management Team and Corporate FWPs with a view that there would be a holistic view of all work programmes by the organisation.

Outcomes:

Action	Completion Date	Action By
That the request for the scrutiny of the revised car parking policy be declined due to other urgent items being included in the Forward Work Programme.	10/10/17	WR
That the Vision 2025 action plan be added to the Forward Work Programme for review.	10/10/17	WR
Adult Services budgets and the Delivery of Savings to be reviewed by the Audit Committee / Finance Scrutiny Panel in light of revised MTFS.	10/10/17	WR
Comments on items to be removed from the Forward Work programme to be send to the Scrutiny Manager	10/10/17	All Steering Group Members.

7. PUBLIC SERVICE BOARD

7.1. Arrangements for the Scrutiny of the Public Service Board in Powys

Documents Considered:

- Draft document – Arrangements for the Scrutiny of the PSB in Powys
- Welsh Government Guidance regarding the Scrutiny of PSBs
- Short Version of the Guidance regarding the scrutiny of PSBs

Issues Discussed:

- As the Draft document regarding arrangements was handed out at the meeting the Steering Group was asked to send comments to the Scrutiny Manager with the final document being considered for approval at the next meeting.

Outcomes:

Action	Completion Date	Action By
Comments to the Scrutiny Manager on the Draft document	10/10/17	All Steering Group Members
Draft report for further consideration at the next meeting	10/10/17	WR

7.2. Draft Notes of Previous Meeting(s)

Documents Considered:

- 20th July, 2017

Issues Discussed:

- None

Outcomes:

- **Noted.**

7.3. PSB Dates - For Information

- 21 September 2017
- 26 October, 2017
- 21 December, 2017

8.	DATES OF FUTURE MEETINGS - FOR INFORMATION
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- 10 October, 2017
- 7 November, 2017
- 5 December, 2017

County Councillor Mr J Brautigam (Chair)

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Public Document Pack

MINUTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP HELD AT COMMITTEE ROOM A - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON TUESDAY, 10 OCTOBER 2017

PRESENT: County Councillor Mr J Brautigam (Chair)
County Councillors G I S Williams and E Durrant

Officers: Ian Budd (Director of Education), Paul Griffiths (Strategic Director - Place), Jeremy Patterson (Chief Executive), Liz Patterson (Scrutiny Officer), Clive Pinney (Solicitor to the Council) and Wyn Richards (Scrutiny Manager and Head of Democratic Services)

1. APOLOGIES

Members: County Councillors David Jones, John Morris, Pete Roberts

Officers: Louise Barry (Interim Chief Social Worker Officer/ Operations Director Social Care), Peter Jones (Professional Lead - Corporate Insight), David Powell (Strategic Director – Resources), Lisa Richards (Scrutiny Officer), Carol Shillabeer (Interim Strategic Director – People), Emma Palmer (Strategic Business Manager to the Chief Executive).

2. DRAFT NOTES - FOR CONSIDERATION

Documents Considered:

- Draft Notes – 19 September, 2017.

Issues Discussed:

- The Steering Group noted the updated position regarding attendance at the Commissioning and Procurement Board which was due for consideration at the meeting in December and the attendance by the WAO at a future meeting to discuss their review findings which would now be replaced by a seminar for all Members.

Outcomes:

- **Noted.**

3. WORK PROGRAMME

Documents Considered:

- Cabinet Work Programme
- Scrutiny Work Programme

Issues Discussed:

- Additional items requested to be considered for scrutiny:
 - Libraries Standards
 - Copy to be sent to the Chair of Scrutiny Committee B with any issues being reported to the Steering Group, otherwise the matter not to be scrutinised.
 - Highways Fleet Purchases – hiring of rubbish lorries – request from Cllr Gwilym Williams.
 - Initially Strategic Director – Place to provide information to Cllr Williams regarding the purchase and hiring of vehicles.

- Redesign of Youth Services – request from Stuart Mackintosh, Head of Leisure and Recreation.
 - Include on Scrutiny Work Programme in place of WESP – Leisure Scrutiny Working Group.
- National Procurement Service – fleet management service – purchase of spare parts for vehicles – request by Cllr Emily Durrant.
 - Portfolio Holder has asked for a review of the delivery and management of fleet services. The procurement of spare parts are undertaken under a national framework agreement. The Commissioning and Procurement Board has discussed how the Council commissions to ensure the maximum benefit for Powys whilst acting within legal guidelines.
 - It was suggested that the Commissioning and Procurement Team discuss the processes for procurement with Scrutiny Committee A, and then the Committee could consider which issues might require further review. This is not a high priority item and was to be included when time was available.
- Absenteeism / Sickness Rates – request by Chair.
 - It was reported that for the HTR Service the cost of absenteeism was £800K per annum.
 - It was suggested that the Audit Committee should consider this – report from HR as to what is the position and how it is being addressed. It was further suggested that the Chair and Vice-Chair of the Employment Committee be invited to attend the Audit Committee when discussing this item.
- Review of schools funding formula – Cabinet Work Programme item.
 - This needs to be considered with the scrutiny work on the financial viability of schools. There are minor changes this year and next on the funding formula. A more comprehensive review will be undertaken in 2018. Director to confirm likely date.
- WESP – Cabinet Work Programme item.
 - WG had requested a few changes to the draft plan for submission by November - mostly to amend targets – Remove from Scrutiny Work Programme. Director of Education to provide briefing to Members of the Education Working Group instead of scrutiny review.
- Workshops – Cabinet Work Programme item.
 - It was suggested that this could be considered by the Steering Group when the action plan for the Vision 2025 was being scrutinised in November.
- Flood Risk Management Plan – Scrutiny Work Programme item. Remove from Scrutiny Work Programme.
- Social Services budgets and savings – Scrutiny Work Programme item.
 - Chair of Steering Group to raise with the FSP.
- Home to School Transport Policy – Scrutiny Work Programme item - new date to be set in the new year for consideration by Cabinet.

- HTR Commissioning – Scrutiny Work Programme item – Remove and replace with HTR Transformation once approved by Cabinet and following discussion between Scrutiny Manager and Strategic Director – Place.
- Cabinet – add column to Work Programme to include scrutiny dates.

Outcomes:

Action	Completion Date	Action By
Strategic Director – Place to provide information to Cllr Williams regarding the purchase and hiring of vehicles		PG
HTR Commissioning – remove from Scrutiny Work Programme and replace with HTR Transformation once agreed by Cabinet.		WR / LR / PG
WESP – Remove from Scrutiny Work Programme		WR
WESP – briefing for Members of Education Scrutiny Group		LP
Redesign of Youth Services – include on Scrutiny Work Programme.		WR
Schools Funding Formula – move date for scrutiny to 2018. Director to confirm likely date.		LP / IB
Workshops – to be considered as part of the scrutiny of the Vision 2025 at the November meeting of the Steering Group.		All Members of the Steering Group
Absenteeism – report from HR to be considered by the Audit Committee (with Chair and Vice-Chair of employment Committee invited to attend)		LR
Commissioning and Procurement Team to discuss with Scrutiny Committee A the processes for procurement. (Low priority item to be considered when time available)		LR
Libraries Standards – document to be sent to Chair of Scrutiny Committee A for consideration, but not formally scrutinised.		LP
Flood Risk Management Plan – remove from Scrutiny Work Programme.		LR
Social Services Budgets and		JB

Savings – Chair to raise with FSP		
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4.	DISCUSSION WITH THE CHIEF EXECUTIVE, STRATEGIC DIRECTORS REGARDING POTENTIAL SCRUTINY ITEMS
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Documents Considered:

- None.

Issues Discussed:

- The Chief Executive advised that there would be a briefing for all Members on Monday 16th October relating to children’s services and the recent CSSIW review. The CSSIW review report would be issued on Tuesday 17th October, 2017.
- The Children’s Services Improvement Board had met and Cllr Pete Roberts had attended as the scrutiny observer. There was an important role for scrutiny in receiving updates from the Improvement Board. The draft improvement plan had to be completed and submitted to the Inspectorate within 20 days of 17th October.
- There needed to be strong scrutiny of the draft improvement plan. In addition scrutiny needed to be more analytical of the draft ACRF Report.
- There will be additional costs to the Council to implement additional short term support. Long term there would be a need to look at the commissioning of Children / Social Care / Education and Health. Early Intervention and Commissioning process also needed to change. However initially safeguarding and performance management needed improvement. Other authorities had changed their commissioning processes which not only led to safer services but also efficiencies. The financial plans for the improvement support had been agreed with the Strategic Director – Resources.
- The scrutiny meeting to review the draft improvement plan was in the process of being arranged. Meetings for November and December to review specific items from the draft improvement plan were already in place.
- HTR Commissioning – the WAO were pleased with the scrutiny of the commissioning process to date. The Cabinet is proposing to move to a modified in-house model. The HTR Transformation Board had agreed the principle subject to Cabinet approval. The Scrutiny Manager would need to liaise with the Strategic Director – Place regarding the scrutiny of the revised project once approved by Cabinet.
- Schools – The revised School Transformation and Organisation policy will need to be scrutinised. The emphasis now is on collaborative arrangements, joint management etc prior to school closures being considered. It is anticipated the policy will be available by Christmas 2017. It will then require a 3 to 5 year plan to implement this. The scrutiny of the revised policy was already included in the Forward Work Programme.

Outcomes:

Action	Completion Date	Action By
Scrutiny Manager and Strategic Director – Place to discuss future scrutiny of HTR Transformation once approved		WR / PG

by Cabinet		
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5. PUBLIC SERVICE BOARD

5.1. Arrangements for the Scrutiny of the Public Service Board (PSB) in Powys

Documents Considered:

- Draft Document – Arrangements for the Scrutiny of the PSB in Powys.

Issues Discussed:

- There would need to be a report to Council to approve the representatives from the Council on the PSB Scrutiny Committee.
- It was recommended that the Powys representatives should be 1 representative from Scrutiny Committee A and 1 from Scrutiny Committee B.

Outcomes:

Action	Completion Date	Action By
Recommended to the County Council that the Powys representatives on the PSB Scrutiny Committee should be 1 representative from Scrutiny Committee A and 1 from Scrutiny Committee B.		WR / CP

6. MID WALES JOINT COMMITTEE FOR HEALTH AND CARE

Documents Considered:

- None

Issues Discussed:

- Request to vary the attendance at meetings of the Joint Committee to the local County Council representative only where meetings were held in that county.
- The Steering Group considered that as previously it had been agreed that there was little value in the Council attending these meetings it was suggested that Powys Councillors wishing to monitor these meetings should watch the webcast only rather than attend the meetings.

Outcomes:

Action	Completion Date	Action By
That Powys Councillors wishing to monitor the Joint Committee should watch webcasts of the meetings only rather than attend the meetings.		LP

7. DATES OF FUTURE MEETINGS - FOR INFORMATION
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7.1. Joint Chairs and Vice-Chairs Steering Group

- 7 November 2017
- 5 December 2017
- 9 January 2018
- 20 February 2018
- 10 April 2018
- 5 June 2018
- 17 July 2018
- 11 September 2018
- 9 October 2018
- 13 November 2018
- 11 December 2018

7.2. Public Service Board

- 26 October 2017
- 21 December 2017
- 18 January 2018
- 8 February 2018
- 22 March 2018
- 26 April 2018
- 28 July 2018
- 13 September 2018
- 29 November 2018

7.3. Strategic Overview Board

- 12 December 2017
- 20 March 2018
- 19 June 2018
- 4 September 2018
- 4 December 2018

7.4. Commissioning and Procurement Board

- 21 November 2017
- 30 January 2018
- 13 March 2018
- 22 May 2018
- 10 July 2018
- 18 September 2018
- 6 November 2018

8. GLOSSARY OF TERMS

ACRF	Annual Council Reporting Framework (Report of the Director of Social Services)	CSSIW	Care and Social Services Inspectorate Wales
FSP	Finance Scrutiny Panel	HTR	Highways, Transport and Recycling Service
PSB	Public Service Board	WAO	Wales Audit Office
WESP	Welsh in Education	WG	Welsh Government

	Strategic Plan		
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County Councillor Mr J Brautigam (Chair)

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MINUTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP HELD AT COMMITTEE ROOM A - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON TUESDAY, 7 NOVEMBER 2017

PRESENT: Mr J Brautigam (Chair)

County Councillors D R Jones, P Roberts, G I S Williams and E Durrant

Officers: Liz Patterson, Clive Pinney, David Powell, Lisa Richards, Wyn Richards, Mark Evans and Dawn Richards (Capital and Financial Planning Accountant)

1. APOLOGIES

Members: County Councillor John Morris

Officers: Jeremy Patterson (Chief Executive), Peter Jones (Professional Lead – Corporate Insight)

2. DRAFT NOTES - FOR CONSIDERATION

Documents Considered:

- Draft Notes – 10th October, 2017

Issues Discussed:

- None

Outcomes:

- **Noted.**

3. WORK PROGRAMME

Documents Considered:

- Response to County Councillor Gwilym Williams from Paul Griffiths, Strategic Director – Place regarding the purchase and hiring of vehicles.
- Cabinet Work Programme.
- Scrutiny Work Programme.

Issues Discussed:

- Implementation of the Change in the Age of Admission to Schools.
 - Members expressed concern that this was supposed to be a delivering a saving but in some areas it was costing more e.g. Golwg-y-Cwm, Ystradgynlais a new mobile classroom was to be installed for Year 6 whilst the pre-school pupils were moved into a classroom in the school. It was suggested that if the age of admission had been raised then there should have been a classroom free at the school rather than purchase a mobile at a cost of £80k.
 - Review of Change in Age of Admission to be added to the Scrutiny Work Programme as a low priority (Committee B).
- CSSIW Review of Children's Services.
 - Joint Chairs were briefed on the current position including the Improvement Board and WLGA Advisers. The Scrutiny Manager

advised that an initial meeting of the Children's Services Working Group had met to consider the action plan in response to the review. However a further more detailed version of the plan had been produced which would be considered at the November meeting together with a suite of performance indicators.

- The priority was to target those actions which should have been completed and those to be completed by the end of December.
- It was also suggested that Working Group meetings could vary from monitoring the implementation plan to focussing on individual themes / workstreams.
- Adults Services – an Improvement Conference is likely to be held before Christmas with an inspection by CSSIW early in the New Year. The Council will then be required to prepare an action plan. There will need to be an assessment of where scrutiny fits into the process as well, and it was suggested that scrutiny could undertake some work in advance of the final report from CSSIW whilst noting this would need existing priorities to be reassessed.
- As an initial step it was suggested that looking at data issues would be a good place to start, and it was agreed to add this to the work programme on 20 December 2017.
- Purchase and hiring of vehicles.
 - It was suggested that if this was to be reviewed it should be to consider fleet replacement generally rather than just look at vehicles for the Highways Service. Agreed to add this to the work programme as a low priority – January / February 2018.
- Cabinet Work Programme.
 - Concern was expressed that there were few items included in the Cabinet Work Programme for January 2018. It was agreed that a letter be sent to the Leader and Cabinet about the need to ensure that the Work Programme was more fully populated.
 - The Scrutiny Manager advised that he was attending Directorate Management Team Meetings with the aim of improving the detail in the Cabinet Work Programme as well as identifying those Cabinet items which should also be the subject of scrutiny.
 - Office Accommodation – North Powys (Cabinet January 2018) – add to Scrutiny Work Programme for 14 December 2017.
 - WHQS – it was noted that this was being deferred in the Cabinet Work programme to December 2018 and the scrutiny review date would need to be revised.
 - Absenteeism – the Acting Strategic Director Resources indicated that the figures that were considered by the Employment Committee needed to be checked. Then he intended to work with the Chair of the Employment Committee to seek to reduce the levels of absenteeism. It was requested that absenteeism figures for individual services should be available for scrutiny working groups to consider when they were reviewing services.
 - Rights of Way Improvement Plan – this has been delayed from December 2017 to late February / March 2018. Suggested date for scrutiny 1 March 2018
 - Integration Options Appraisal – this would now be a general approach to integration. However the Acting Chief Executive could advise on the position following a meeting later in the week. In the

interim it was suggested that a provisional scrutiny date of 30.11.17 be included in the scrutiny work programme.

- Revised Care Fee Setting Arrangement – move scrutiny review date forward to 23.11.17
- Scrutiny Work Programme
 - Add detail of workstreams for Children’s Services and the Joint Children / Adults Services Working Group to the work programme.

Outcomes:

Action	Action By / Date
Review of Change in Age of Admission to be added to the Scrutiny Work Programme as a low priority (Committee B)	WR 5.12.17
Adult Social Care Group to consider data issues in relation to the CSSIW review of Adult Services (20/12/17).	LR
Review of fleet replacement – add to work programme as a low priority – January / February 2018.	WR / LR
Letter be sent to the Leader and Cabinet about the need to ensure that the Work Programme was more fully populated	WR
Office Accommodation – North Powys – add to Work Programme for scrutiny in December 2017	WR / LR
Revise scrutiny review date for WHQS Completion to November 2018.	WR /LR
Rights of Way Improvement Plan – revised scrutiny date 1.3.18	WR / LR
Integration Options Appraisal – provisional scrutiny date 30.11.17	WR / LR
Revised Care Fee Setting Arrangement – move scrutiny review date forward to 23.11.17	LR
Add detail of workstreams for Children’s Services and the Joint Children / Adults Services Working Group to the work programme	LP 5.12.17
When Scrutiny Programme was revised circulate a copy to Strategic Directors, Heads of Service and Portfolio Holders.	WR

4.	DISCUSSION WITH THE CHIEF EXECUTIVE, STRATEGIC DIRECTORS REGARDING POTENTIAL SCRUTINY ITEMS
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Documents Considered:

- None

Issues Discussed:

- None

Outcomes:

- Deferred to next meeting.

5.	CAPITAL PROGRAMME
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Documents Considered:

- Capital Strategy
- Capital Programme Update for September 2017

Issues Discussed:

- The capital strategy covers any asset which will last over a year e.g. buildings, equipment, vehicles. The Council receives a capital grant of about £7m for some projects. The capital strategy will need to be updated to reflect the Cabinet's new vision.
- The group asked whether the Cabinet had taken the decision not to sell the county farms, which was confirmed. It was also asked whether the Cabinet would be revisiting this decision as it was suggested that the current decision did not fit in with the budget recovery plan and the ability for the Council to receive a capital receipt. It was noted that there was a hold on revisiting this decision at present subject to a full scale review.
- Some of the capital receipts had been earmarked for Education projects.
- With regard to the governance of the capital programme it was suggested that an area for scrutiny could be the monitoring of progress on projects.
- Project evaluation – this was about to be undertaken for the Gwernyfed Area Schools which were ahead of target and within budget.
- Project Boards – the new project boards have a senior officer as the project sponsor. The issue is around the sponsor driving the project and having the right stakeholders as part of the project at the outset.
- Grant funding to the Council is in addition to the funding received from Welsh Government. The Council is now looking at the improved planning of projects to take account of issues such as delays in planning permission.
- If the programme was working well then scrutiny would not need to get involved. Where things go wrong then perhaps scrutiny could look at issues by exception. It was suggested that projects such as the "Invest to Save" project could be one where the group could scrutinise. The Capital Accountant was asked to provide information on the "Invest to Save" project.
- It was suggested that the Audit Committee should receive a copy of the Capital Report to Cabinet on a regular basis to monitor the position.
- Key Performance measures should be made available to Members as a starting point.

Outcomes:

Action	Action By / Date
That scrutiny undertake the monitoring of the progress of capital projects i.e. by exception.	WR / DR
That the group review the "Invest to Save" projects"	WR / DR
That the Audit Committee receive copies of the Capital programme report to Cabinet to monitor progress.	WR / LR

6.	DRAFT WELL BEING PLAN
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Documents Considered:

- Draft Well-Being Plan

Issues Discussed:

- It was suggested that the item be deferred to the next meeting. The consultation process for the Draft Plan was about to commence and it was suggested that the Joint Chairs' comments could be included as part of that process. In addition, the Joint Chairs could consider the consultation responses in February, 2018 when the consultation process had been completed.

Outcomes:

Action	Action By / Date
Defer consideration of Draft Plan to next meeting in December	WR 5.12.17
That the plan be reconsidered at the February 2018 meeting once the consultation process had been completed.	WR 5.12.17

7.	PUBLIC SERVICE BOARD
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8.	DRAFT NOTES OF PREVIOUS MEETING(S)
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Documents Considered:

- Draft Notes – 21 September, 2017
- Draft Notes – 26 October 2017

Issues Discussed:

- Children's Services Review – No comments had been received from the police or other agencies at the PSB regarding Children's Services. Also no comment from the Regional Partnership Board. The group questioned the value of these groups.
- It was suggested that there had been insufficient challenge of Children's Services and it was noted that the place to raise issues was in the various scrutiny working groups.
- With regard to the issue of governance of the PSB, comments on its governance could be fed back to the PSB from the PSB Scrutiny Committee. There was concern that agencies had not used the PSB as a forum to raise concerns.
- The group suggested that the Chair send a letter to the Leader as Chair of the PSB asking that if the Police and Health Service were so concerned about Children's Services why these concerns were not raised at the PSB prior to the CSSIW report. The letter should be circulated to the Steering Group for comments prior to submission.

Outcomes:

Action	Action By / Date
Draft letter to leader to be circulated to Group for comments	WR / JB
Letter from the Chair to the Leader about the lack of comments made by agencies at the PSB regarding Children's Services.	WR / JB

9.	DATES OF FUTURE MEETINGS - FOR INFORMATION
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10.	JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP
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- 5 December 2017
- 9 January 2018
- 20 February 2018
- 10 April 2018
- 5 June 2018
- 17 July 2018
- 11 September 2018
- 9 October 2018
- 13 November 2018
- 11 December 2018

11.	PUBLIC SERVICE BOARD
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- 21 December 2017
- 18 January 2018
- 8 February 2018
- 22 March 2018
- 26 April 2018
- 28 July 2018
- 13 September 2018
- 29 November 2018

12.	STRATEGIC OVERVIEW BOARD
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- 12 December 2017
- 20 March 2018
- 19 June 2018
- 4 September 2018
- 4 December 2018

Members commented that the Acting Chief Executive had indicated that meetings of the Strategic Overview Board would be held bi-monthly rather than quarterly.

Outcomes:

Action	Action By / Date
Scrutiny Manager to check on frequency of meetings with the Acting Chief Executive	WR

13. COMMISSIONING AND PROCUREMENT BOARD

- 17th July, 2015
- 18th September, 2015
- 20th November, 2015

The attendance of scrutiny chairs at meetings of the Commissioning and Procurement Board as observers was due to be considered at its next meeting.

Outcomes:

Action	Action By / Date
Scrutiny Manager to check that the item was included on the agenda for the next meeting	WR

Mr J Brautigam (Chair)

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