

# Public Document Pack

## MINUTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP HELD AT COUNCIL CHAMBER - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON TUESDAY, 9 JANUARY 2018

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

In attendance: County Councillors L.V. Corfield

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

### 1. APOLOGIES

Members: County Councillor Gwilym Williams  
Officers: Phil Evans (Interim Director of Social Services), Jeremy Patterson (Chief Executive), David Powell (Acting Chief Executive).

### 2. DRAFT NOTES - FOR CONSIDERATION

#### Documents Considered:

- Draft Notes – 5 December, 2017

#### Issues Discussed:

- Page 3 – Absenteeism – The figures showed that absenteeism had increased by 50%. On its website it was indicated that Blaenau Gwent CBC had started a review of absenteeism and looking at best practice based on 12 days per year. If the Powys figures were correct then the current figures for Powys were well above that best practice figure. It was noted that the Employment Committee is currently reviewing the position and the data was being checked for accuracy.
- The Strategic Director – Place reported that in his directorate the dashboard showed a 10 to 12% sickness absence over a 3 month period. It was questioned if the same systems were being used by directorates as in Human Resources.
- Pages 7/8 – The Steering Group noted that the issue regarding reports was now embedded in scrutiny processes.

#### Outcomes:

Action	Action By / Completion Date
The Chair to write to the Acting Strategic Director – Resources and to the Portfolio Holder, County Councillor James Evans regarding this potential problem.	JB

### 3. WORK PROGRAMME

#### Documents Considered:

- Report of the Scrutiny Manager and Head of Democratic Services.

#### Issues Discussed:

- 2.1 – Heart of Wales Property Services (HOWPS) – HOWPS would be submitting an annual report to the Council. Kier were also implementing changes to processes and there was a need to wait and see if these were effective. It was suggested that any scrutiny of HOWPS should wait until a full year of operation had been completed. The annual report was expected in September, 2018 and it was agreed that HOWPS be scrutinised at that time.
- 2.1- (i) Car Parking Policy and (ii) Stationery Contract. It was agreed that these items would not be included in the work programme.
- 2.3 – (i) Integration Options Appraisal – include in work programme for June / July 2018.
- 2.3 – (ii) Issues raised by Dylan Owen, Head of Transformation – Adult Services – the following items to be included in the work programme:
  - Dynamic Purchasing System for Domiciliary Care – February 2018 (Committee A)
  - HIW Inspection Report on Substance Misuse – March 2018 (Joint – Committees A and B)
  - Residential Care Pooled Budget – March 2018 (Joint – Committee A and Audit)
  - Residential Care Homes – Ownership and Administration – April 2018 (Joint – Committee A and Audit)
  - Director’s Annual Report – May 2018 (Joint Committees A and B)
  - Review of 3<sup>rd</sup> Sector Social Care Grants – September 2018 (Committee A)
  - Review of Daytime Activities for Older People – December 2018 (Committee A)
- Area Plan and Health and Care Strategy – need to check if this is the same as the Health and Care Strategy.
- Adult Social Care Budget – there is a need for a joint group to review the financing of Adult Social Care, particularly as the budget position is getting worse. It was suggested that the Finance Scrutiny Panel (FSP) should consider this first then other Members be added to that group. Members of the FSP to report back to the Steering Group meeting in February.
- Issues raised by the Education Service – require further discussion and recommendations to the Steering Group.
- Scrutiny Work Programme:
  - Items for November / December 2017 need to be closed and archived.
  - HTR (Highways, Transport and Recycling) Transformation – discussion to be held between the Scrutiny Manager and the Strategic Director – Place on how this is to be scrutinised.
  - Scrutiny should also look at the Council’s risk register and identify if there are any risk areas which should be scrutinised which were not currently being considered.

**Outcomes:**

<b>Action</b>	<b>Action By / Completion Date</b>
<b>That the scrutiny of HOWPS be included in the work programme for September, 2018.</b>	<b>LR</b>
<b>That Car Parking Policy and Stationery</b>	

<b>Contract would not be included in the scrutiny work programme.</b>	
<b>Integration Options Appraisal – include in work programme for June / July 2018</b>	<b>LR</b>
<b>The following items to be included in the work programme:</b> <ul style="list-style-type: none"> <li>• <b>Dynamic Purchasing System for Domiciliary Care – February 2018 (Committee A)</b></li> <li>• <b>HIW Inspection Report on Substance Misuse – March 2018 (Joint – Committees A and B)</b></li> <li>• <b>Residential Care Pooled Budget – March 2018 (Joint – Committee A and Audit)</b></li> <li>• <b>Residential Care Homes – Ownership and Administration – April 2018 (Joint – Committee A and Audit)</b></li> <li>• <b>Director’s Annual Report – May 2018 (Joint Committees A and B)</b></li> <li>• <b>Review of 3<sup>rd</sup> Sector Social Care Grants – September 2018 (Committee A)</b></li> <li>• <b>Review of Daytime Activities for Older People – December 2018 (Committee A)</b></li> </ul>	<b>LP / LR</b>
<b>Adult Social Care Budget – Members of the Finance Scrutiny Panel to report current position to the Steering Group</b>	<b>JB / JM</b>
<b>Education items – to be discussed further and recommendations made to the Steering Group</b>	<b>LP / WR</b>

<b>4.</b>	<b>MID WALES HEALTH CARE COLLABORATIVE</b>
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**Documents Considered:**

- None

**Issues Discussed:**

- Request from County Councillor Kath Roberts-Jones that there is a benefit for Powys in continuing to attend these meetings even if it is only a Member involvement. It was suggested that County Councillor Roberts-Jones continue to attend meetings of the Mid Wales Health Care Collaborative for 2018 with the position to be reviewed in 2019.

**Outcomes:**

<b>Action</b>	<b>Action By / Completion Date</b>
<b>That County Councillor Roberts-Jones continue to attend meetings of the Mid</b>	<b>WR</b>

<b>Wales Health Care collaborative for 2018 with the position to be reviewed in 2019</b>	
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<b>5. DATES OF FUTURE MEETINGS - FOR INFORMATION</b>
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**Documents Considered:**

- Future Dates of meetings of the Joint Chairs and Vice-Chairs Steering Group, Public Service Board, Strategic Overview Board, Commissioning and Procurement Board.

**Issues Discussed:**

- None.

**Outcome:**

**Noted.**

**Mr J Brautigam (Chair)**