

# NOTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP – SCRUTINY, AUDIT AND DEMOCRATIC SERVICES COMMITTEES

20 MAY 2015 – COMMITTEE ROOM A, COUNTY HALL, LLANDRINDOD WELLS

**PRESENT:** County Councillor A.W. Davies (Chair).  
County Councillors E.Michael Jones, R.G. Thomas, D.R. Jones.

## **Officers:**

Jeremy Patterson (Chief Executive), Wyn Richards (Scrutiny Manager), Lisa Richards (Scrutiny Officer), Liz Patterson (Scrutiny Officer), Peter Jones (Programme Office Manager).

The Steering Group noted that in accordance with the rotation of Chair and Vice-Chair, County Councillor A.W. Davies was the Chair of the Steering Group for the forthcoming year with County Councillor D.R. Jones as the Vice-Chair.

## **1. Apologies**

County Councillors - County Councillor L.V. Corfield, S.C. Davies, and J.G. Morris.  
Officers –Paul Griffiths (Strategic Director – Place), David Powell (Strategic Director – Resources), Nick Philpott (Director – Change and Governance), Amanda Lewis (Strategic Director – People).

## **2. Draft Notes of Previous Meetings.**

### **Documents Considered:**

- Draft Notes – 20<sup>th</sup> February, 2015.
- Draft Notes – 13<sup>th</sup> March, 2015.

### **Issues Discussed:**

- 20<sup>th</sup> February, 2015.
  - Community benefits Policy - Scrutiny Manager to speak to Portfolio Holder for Regeneration as to when the Community Benefits Policy would be presented to Cabinet.
- 13<sup>th</sup> March, 2015.
  - Scrutiny of Schools - The Chair of the People Scrutiny Committee updated the Steering Group regarding the work undertaken in preparation for undertaking the scrutiny of schools following the request from Estyn.
  - Service Improvement Plan Scrutiny – The learning from the process of scrutinising service improvement plans would be fed back into next year's process. There will also be a need to monitor what improvement has occurred as a result of the Service Improvement Plans. The Steering Group asked that all the information missing in the Service Improvement Plans should be included and that there should be an evaluation included in next year's Service Improvement Plan as to what had been achieved in the previous year. In addition there needed to be feedback on the comments made by scrutiny on the Service Improvement Plans as to what change was made as a result of the comment.

### **Outcomes:**

- **Draft Notes Noted.**

**3. Discussion with Chief Executive, Strategic Directors / Director Regarding Potential Scrutiny Items.**

**Documents Considered:**

- None.

**Issues Discussed:**

- White Paper / Estyn and CSSIW – messages from the White Paper and from these inspectorates is to encourage scrutiny.
- The Chief Executive outlined the following matters which he suggested scrutiny might wish to include in its work programmes:
  - Support for Schools - Issue with schools in terms of Finance and HR support. Additional costs were being passed from the Local Education Authority to schools but no finance was being provided to fund this. Although Heads are paid to manage the school there is a level of support they should be receiving.
  - Adult Care – a Programme Board was being established to develop a new model and it was suggested that scrutiny should monitor what is happening. The BUPA contract is due to expire in April 2016 and scrutiny should review how the new contract is being planned e.g. is Social Care looking at which properties to Commission or not. Will smaller homes be included which are no longer viable. What are the commissioning plans, has Social Care assessed the market and has the market changed?
  - Agile Working – what is the responsiveness of the current ICT provisions to the needs of its customers? and does it support where the Council’s services need to go? The Strategic director – resources is currently commissioning a review of ICT and it was suggested that scrutiny can assist with this.
  - Integration work with the Health Board – Plans are being drawn up for integration – are these the right plans for the Council?, are they ambitious enough?, are they too ambitious?, how are the plans developing? It was suggested that the Joint Chairs Steering Group should probably be considering this matter or the Adult Social Care Review Group. A Joint Partnership Board was overseeing this project and Terms of Reference were being reviewed. The question was asked if the regulators were signed up to this change, and it was acknowledged that the Council would need to take them with us to complete this project successfully.

**Outcomes:**

Action	Completion Date	Action By	Comment
3/1 Four items of work identified above to be sub-divided between the relevant existing scrutiny review groups to undertake	June, 2015	WR / LR / LP	Scrutiny Working Groups added to work programmes – Adult Social Care; Education, Corporate Matters Working Groups.

**4. Risk Register.**

**Documents Considered:**

- Copy of the current risk register.
- Risk Assessment Matrix.
- HEAT Map – Residual Risk.
- HEAT Map – Inherent Risk.

**Issues Discussed:**

- Risk management is a key principle for managing the Council’s operation. The Strategic director – Resources has re-developed work in relation to the risk register.
- The aim is to get services to better control their risks which will mean that the number of corporate risks should be reduced. Therefore most risks should be dealt with by services.
- Inherent risks show the risks which have been identified. Residual risks show where control measures are in place for risks.
- The risks register had been considered by the Audit Committee, and it was suggested that the detailed risk register should be considered by the scrutiny working groups to assess whether all significant risks had been identified as well as challenging the risks which were currently identified.
- Some of the risks e.g. Adult Social Care need to be moderated to ensure that the controls are proportionate and sufficient to mitigate the risk.
- The register will also drive the Internal Audit work programme which will start with those risks already moderated and pick up others once they have been moderated.

**Outcomes:**

- **Noted.**

**5. Annual Governance Statement.****Documents Considered:**

- Draft Annual Governance Statement 2014 / 2015.

**Issues Discussed:**

- The Steering Group made the following comments:
  - Page 6 – Para 2 – amend wording to read “The Audit Committee and the Scrutiny Committees are independent of the Cabinet, but the Audit Committee does undertake a ‘Scrutiny’ function”.
  - Page 16 – Para 3 – the Steering Group expressed concern regarding the forward vision of the Cabinet following the work undertaken by the Finance Scrutiny Panel.
  - Page 25 – Item 5.2 – Para 2 – was the Council’s vision to create more employment opportunities for young people within the community too narrow? Should there be reference to other groups of people as well?

**Outcomes:**

<b>Action</b>	<b>Completion Date</b>	<b>Action By</b>	<b>Comment</b>
<b>5/1 That the comments be taken into account for the next revision of the document</b>	<b>end May, 2015</b>	<b>PJ</b>	<b>Document amended where appropriate.</b>

**6. Scrutiny of the Local Service Board / Public Service Board.**

**Documents Considered:**

- Draft Document – Arrangements for the Scrutiny of the Local Service Board / Public Service Board in Powys.
- 19<sup>th</sup> February, 2015 – Powys Local Service Board / Joint Scrutiny Meeting Notes.
- Shared Scrutiny Plan – Milestones.

**Issues Discussed:**

- The Steering Group made the following comments:
  - Page 5 – Item 3.3 – it was suggested:
    - that the 4 Chairs of the Scrutiny Committees be identified separately and that a question be inserted regarding the allowing of substitute Members.
    - that the representative from the Powys teaching Local Health Board should be a non-executive, non-Councillor representative.
    - that the representative from PAVO should in addition not be a Member of the Local Service Board.
  - Page 6 – Item 3.5 – it was suggested that the election of Chair should be included under this section.

**Outcomes:**

<b>Action</b>	<b>Completion Date</b>	<b>Action By</b>	<b>Comment</b>
<b>6/1 That the document be amended for consideration by the Local Service Board</b>	<b>11<sup>th</sup> June, 2015</b>	<b>WR</b>	<b>Document amended and considered by the Local Service Board on 11<sup>th</sup> June, 2015.</b>

**7. Work Programme.**

**Documents Considered:**

- Work Programme 2015 - 2016.

**Issues Discussed:**

- Consideration should be given to starting the meeting on 17<sup>th</sup> July later in the morning to facilitate the fact that it would run into the afternoon when the Steering Group was meeting the Leader and Portfolio Holder for Finance.

**Outcomes:**

<b>Action</b>	<b>Completion Date</b>	<b>Action By</b>	<b>Comment</b>
<b>7/1 That the time for the commencement of the 17<sup>th</sup> July meeting be amended to later in the morning.</b>	<b>17<sup>th</sup> July, 2015</b>	<b>WR</b>	

**8. Local Service Board.**

(a) Feedback on Last Meeting.

**Documents Considered:**

- Draft Notes of the meeting held on 5<sup>th</sup> March, 2015.

**Issues Discussed:**

- None.

**Outcomes:**

- **Noted.**

(b) LSB Dates – For Information.

- 11<sup>th</sup> June, 2015
- 24<sup>th</sup> September, 2015
- 3<sup>rd</sup> December, 2015

**9. Dates of future meetings**

- 17<sup>th</sup> July, 2015
- 18<sup>th</sup> September, 2015
- 20<sup>th</sup> November, 2015

**County Councillor A.W. Davies  
Chair**