

**MINUTES OF A MEETING OF THE JOINT CHAIRS AND VICE-CHAIRS STEERING GROUP HELD AT COMMITTEE ROOM A - COUNTY HALL, LLANDRINDOD WELLS, POWYS ON FRIDAY, 18 MARCH 2016**

**PRESENT**

County Councillor JG Morris (Chair), D R Jones, E M Jones and J Brautigam

<b>1.</b>	<b>APOLOGIES</b>	<b>JCSG1 - 2016</b>
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Members: County Councillors S C Davies, M Dorrance and G Jones  
Officers: Jeremy Patterson, Chief Executive, David Powell, Strategic Director Resources and Nick Philpott, Programme Director

<b>2.</b>	<b>DRAFT NOTES - FOR CONSIDERATION</b>	<b>JCSG2 - 2016</b>
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**Documents Considered:**

- Notes of the last meeting

**Issues Discussed:**

- Attendance – the Chair reiterated the need for Members to attend to ensure meetings were effective.

**Outcomes:**

- **Noted**

<b>3.</b>	<b>DISCUSSION WITH THE CHIEF EXECUTIVE, STRATEGIC DIRECTOR / DIRECTOR REGARDING POTENTIAL SCRUTINY ITEMS.</b>	<b>JCSG3 - 2016</b>
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**Documents Considered:**

- None

**Issues Discussed:**

- The future role of the Group would be discussed later on the agenda with a suggestion to change the day of the meeting to ensure optimal attendance.

<b>4.</b>	<b>CORPORATE ASSESSMENT</b>	<b>JCSG4 - 2016</b>
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**Documents Considered:**

- Assessment of issues raised at other authorities' corporate assessments
- The Professional Lead, Strategic Planning and Performance gave a presentation on the requirements of the Corporate Assessment

**Issues Discussed:**

- Members were provided with the legislative background to the Corporate Assessment together with the overall purpose.

- Members queried whether the integration process was being monitored and were assured that it was. The accessing of information would be considered to ensure Members were fully aware of the issues
- Officers were asked if the Corporate Assessment would be based on qualitative or quantitative measures. There would be consideration of both and would include performance measures, budget etc but also interviews with groups of Members, Chairs and officers. There was no definitive standards against which the Authority could judge itself prior to the Assessment itself.
- Members Seminars have been arranged to ensure Members will be fully briefed
- Some staff resource has been identified to assist in the process. A critique of other authorities' assessments has been compiled and a Corporate Assessment Steering Group has been established and produced an Action Plan. Two staff focus groups have been set up and KPMG have been engaged to provide external challenge.
- A self-assessment will be completed by mid May and any gaps identified. It was acknowledged that there may be some progress in filling these gaps prior to the Assessment but the main objective was to ensure that the Authority was aware of any weaknesses and has plans to address these.
- The Wellbeing and Future Generations Act will be implemented from 1 April and it was thought likely that this would influence the way in which the WAO approach the Assessment
- All Members will have responsibility throughout the Assessment. The Joint Chairs Steering Group will have two roles – firstly to monitor how the Authority approaches the CA and, secondly, to assess the scrutiny element. A list of potential issues had been compiled. Monthly strategic scrutiny meetings have already been established and other officers will be invited to challenge the issues raised. These will then be assessed and prioritized by the Joint Chairs Steering Group. The self-assessment of scrutiny will be fed into the corporate self-assessment

**Outcomes:**

Action	Completion Date	Action By
Complete scrutiny self-assessment	30 April 2016	Wyn Richards

<b>5.</b>	<b>INTEGRATION WITH THE HEALTH BOARD</b>	<b>JCSG5 - 2016</b>
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**Documents Considered:**

- Expression of Interest to Welsh Government - Working Together for a Thriving Powys
- Progress Report – Strategic director – People and the Chief Executive, Powys teaching Local Health Board

**Issues Discussed:**

- Consideration needed to be given to scrutiny of the Joint Partnership Board (JPB). A meeting had been convened with the LTHB to progress the matter.
- The JPB includes four county councillors and has held its initial meeting. A Joint Management Board (JMB) has also met and agreed a process for escalating strategic decision making. The JMB will meet monthly and JPB, 6 weekly.
- Scrutiny arrangements of the Local Service Board (LSB) had been agreed but never implemented due to the delays in nominating members. This will have to be reassessed as the Public Service Board (PSB) goes live in April 2016. Further discussions regarding the roles and challenges of the PSB and its scrutiny will have to be undertaken.
- Members asked whether the Welsh Government (WG) had offered any support and were advised that some support had been offered late in the financial year (November). It was not possible to roll over monies not expended and it was not clear whether any additional funding would be forthcoming in the next financial year.
- It was clarified that scrutiny would apply to both the organisation and outcomes. There were no powers to undertake scrutiny of the Local Health Board itself.
- Local Government reorganisation is being driven forward and whilst there is legislation to drive integration through, the NHS works to national priorities. Consideration should be given to other services, not just social care, that can be delivered following integration, eg HR etc.
- Members were of the opinion timescales should be set out
- 'Tell Us Once' only applies within Powys County Council at present - there are no plans to include health until November at the earliest. However this is a Welsh Government strategy and remains the responsibility of the Welsh Government.

**Outcomes:**

<b>Action</b>	<b>Completion Date</b>	<b>Action By</b>
<b>To develop the scrutiny process for the Joint Partnership Board</b>	<b>30 April 2016</b>	<b>Wyn Richards</b>
<b>Minutes of Joint Partnership Board to be circulated</b>	<b>Ongoing</b>	<b>Wyn Richards</b>

<b>6.</b>	<b>COMMISSIONING AND PROCUREMENT BOARD</b>	<b>JCSG6 - 2016</b>
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**Documents Considered:**

- **Briefing on the role and operation of the Commissioning and Procurement Board**

**Issues Discussed:**

- Concern that major issues are only just being considered and not being programmed sufficiently early
- There was no evidence of challenge

- It was unclear whether the Board met its Terms of Reference
- The Group considered that further information regarding the number of contracts and value of those contracts that were out of time and how many were rolled over or extended would demonstrate the effectiveness of the Board
- Re-letting of the BUPA contract was raised a year ago, which was considered to be too late for such a major contract. In the event, the domiciliary care issue overtook the re-letting of the BUPA contract and there was insufficient capacity in the system to deal with both issues. It was expected that a report on interim measures would be considered by Cabinet imminently. The Group were of the opinion that a wider view should be taken and include co-location
- The lessons learned from the domiciliary care issue needed to be applied to future commissioning projects
- There was no forward commissioning plan either at a service or corporate level
- Over recent years, WAO reports had identified a lack of candour, capacity and capability to deliver services. This is likely to hinder transformation. It was acknowledged that it will take time for expertise to match need and the Authority must endeavour not to be too ambitious.
- The recent ACRF proved to be both frustrating and disappointing with the service not being as far forward with commissioning as expected

**Outcomes:**

<b>Action</b>	<b>Completion Date</b>	<b>Action By</b>
<b>The report be amended to reflect the Groups comments and forwarded to the Commissioning and Procurement Board for consideration</b>	<b>1 May 2016</b>	<b>Wyn Richards</b>

<b>7.</b>	<b>DRAFT STRATEGIC EQUALITY PLAN (SEP) FOR CHALLENGE</b>	<b>JCSG7 - 2016</b>
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**Documents:**

- **Draft Strategic Equality Plan**

**Issues:**

- Statutory requirement
- The current Plan ran from 2012 to date. It was determined that visibility of and progression through the current Plan was weak and did not connect to mainstream improvement planning
- In principle the Authority can produce a Plan with partners but not until 2018 but a revised Plan is required imminently
- The draft has been influenced by 'Is Wales Fairer' produced by the Equalities and Human Rights Commission. The seven emerging objectives tie in with those proposed within 'Is Wales Fairer'

- The Plan should be in place from 1 April and it is anticipated that the document will be approved by Cabinet on 12 April
- Members queried how baselines and targets had been established
- Members debated the need to include data within the document or just links to the information

**Outcomes:**

Action	Completion Date	Action By
Any further comments on the plan to be emailed to Bets Ingram, Strategic Planning Officer	24 March 2016	Members

<b>8.</b>	<b>ONE POWYS PLAN UPDATE</b>	<b>JCSG8 - 2016</b>
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**Documents:**

- One Powys Plan Update

**Issues:**

- 2016-17 update
- The five Programme Boards have undertaken a light touch review by confirming their objectives
- The LSB has also considered the update
- Feedback on the draft is now welcomed

**Outcomes:**

Action	Completion Date	Action By
Comments on the draft update to be emailed to Peter Jones	24 March 2016	Members

<b>9.</b>	<b>SCRUTINY ITEMS FOR INCLUSION ON WORK PROGRAMMES</b>	<b>JCSG9 - 2016</b>
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The following three agenda items were considered in a block

**Documents Considered:**

- Items for inclusion on the scrutiny programme including scoring sheets
- Revised schedule of meetings for Joint Chairs Steering Group
- Place Scrutiny and Audit Committees Workstreams
- People Scrutiny Committee Workstreams
- Assessment of Potential Work Programme Items
- Assessment of the Potential Impact of Scrutiny

**Issues Discussed:**

- Distribution of scrutiny work
- Quantity over quality – there was too much work being undertaken not allowing topics to be addressed adequately
- Some scrutiny was taking place that had not been assessed and scored
- Work was not being assessed strategically or put into a coherent work programme. It was suggested that all current work streams should be reassessed and rescored
- It was essential to formulate a process and adhere to it to avoid disproportionate time being allocated to one topic.
- There was also a need to react more quickly to requests
- There was a need to be more strategic and the Group needed to be more selective in the items included on the work programmes
- Members were of the opinion that some issues should be being dealt with by Portfolio Holders
- Scrutiny should be seeking assurance that work or monitoring is being carried out and not doing that work or monitoring itself
- The Schools Service do not see standards as their responsibility but that of the Head Teacher and Governing Body – yet it is an outcome in the One Powys Plan. An Action Plan following an inspection should be being monitored by the Challenge Adviser.
- There needed to be more accountability in some areas
- It was suggested that Joint Chairs Steering Group should increase the frequency of meetings
- The resourcing of scrutiny to be reassessed following the reassessment of scrutiny items

**Outcomes:**

Action	Completion Date	Action By
Increase the frequency of Joint Chairs meetings – advise that Chairs and Vice Chairs should attend as a priority. Dates to be included in electronic diaries		Wyn Richards
Scrutiny items to be rescored and brought back for prioritising – including a list of other scrutiny requirements eg, PSB, JPB etc	April 2016	Wyn Richards

<b>10.</b>	<b>OTHER SCRUTINY MATTERS</b>	<b>JCSG10 - 2016</b>
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See Agenda Item 20 above.

10.1. Schedule of Meetings of the Joint Chairs and Vice-Chairs Steering Group

See Agenda Item 20 above.

10.2. Resourcing Scrutiny

See Agenda Item 20 above.

10.3. Process for Initiating Scrutiny reviews

See Agenda Item 20 above.

<b>11.</b>	<b>SCRUTINY AND CABINET WORK PROGRAMMES</b>	<b>JCSG11 - 2016</b>
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**Documents Considered:**

- Cabinet Work Programme
- People Scrutiny Committee Work Programme
- Place Audit Committee Work Programme
- Audit Committee Work Programme

**Outcomes:**

- **Noted**

<b>12.</b>	<b>LSB / PSB SCRUTINY COMMITTEE</b>	<b>JCSG12 - 2016</b>
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**Documents Considered:**

- None

**Issues Discussed:**

- It was noted that Roger Eagle had been appointed by the PtHB to the PSB Scrutiny Panel
- Nominees were still awaited from the Powys CHC and the Mid and West Wales Fire and Rescue Service was to be contacted regarding nominating a representative

**Outcomes:**

- **Noted**

**County Councillor JG Morris (Chair)**