

**SUBJECT: RECOMMENDATIONS AND OUTCOMES FROM SELECT COMMITTEES (September to December 2016)**

**MEETING: CABINET**

**DATE: 11<sup>th</sup> January 2017**

**DIVISION/WARDS AFFECTED: All**

**1. PURPOSE:**

- 1.1 The purpose of the report is to provide the Cabinet with a record of the recommendations and outcomes of the Select Committee meetings during the middle of September to December 2016.

**2. RECOMMENDATIONS:**

- i) That the Cabinet acknowledge the contribution made by the Council's Select Committees towards policy development and decision-making;
- ii) That Cabinet Members familiarise themselves with the outcomes of the Select Committees to ensure they respond appropriately to recommendations and requests made by the Select Committees, in line with the Council's Scrutiny and Executive Protocol.

**3. KEY ISSUES:**

**3.1** Select Committees conduct a variety of important 'critical friend' roles:

- i) Reviewing the appropriateness of existing policy and shaping new policy to ensure 'fitness for purpose';
- ii) Conducting pre-decision scrutiny, by challenging the rationale for proposed decisions with the decision-maker;
- iii) Holding the Cabinet Members and Officers to account for their performance, including their management of budgets and risks;
- iv) Engaging with the public to ensure that the Council is delivering effective services which resonate with needs of the public, their communities and local businesses.

- 3.2** The Select Committees add value by driving improvement in service delivery and through offering constructive challenge to decision makers to ensure decisions are robust. Each Select Committee agrees its forward work programme and undertakes its workload in a flexible manner to ensure diligent scrutiny of key emerging programmes, projects and initiatives. This has led to an increased number of additional Select Committees being called to scrutinise single subjects, sometimes on a recurring basis. The calling of additional meetings is an approach that is favoured over the establishment of numerous task and finish groups, given the ability for

Scrutiny Members to produce quicker outcomes in addition to enabling wider elected Member and public involvement in its meetings.

**3.3** In line with the Council's Scrutiny and Executive Protocol, Cabinet Members are invited to Select Committees to be challenged upon their performance and also their rationale for decisions they may make. Outcomes of Select Committees are formally recorded in the minutes of Select Committees following 'summing up' by the Select Committee Chair, who will (if appropriate) write to the relevant Cabinet Member or Chief Officer to advise the Committee's stance on an issue together with any recommendation the Select Committee wishes to make. Discussions are frequently held between the Select Committee Chairs and the relevant Cabinet Member following the meeting, with further scrutiny and requests for information identified.

**3.3** Following a self-evaluation of the scrutiny function in 2014 and a corporate assessment in 2015, the Scrutiny Chairs agreed a need to formally document outcomes and recommendations made by Select Committees via a regular report to the Council's Cabinet. The purpose of the report is to demonstrate the valuable contribution made by Scrutiny Members and to ensure that Cabinet Members are aware of the outcomes of Select Committees, in order that they may respond appropriately.

**4. REASONS:**

4.1 To implement effective corporate governance and decision-making, through ensuring clarity of role, purpose and mutual expectations of the Select Committees and the Cabinet.

**5. RESOURCE IMPLICATIONS:**

None identified.

**6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**

None identified.

**7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS**

None identified.

**8. CONSULTEES:**

Not required.

**9. BACKGROUND PAPERS:**

None - Minutes publicly available.

**10. AUTHOR:**

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# Record of Recommendations/Outcomes from Select Committees during September and December 2016 (16 meetings)

Strong Communities Select Committees – 15 <sup>th</sup> September 2016	
<b>Speeding and Road Safety</b>	The Committee agreed a member’s seminar should be arranged with partners invited, following which, discussion would take place as to whether to establish a multi-agency Task and Finish working group on road safety.
<b>Street Lighting</b>	The Chair thanked the Officers and reminded officers of the importance of the issue, Members receiving complaints from the public several times a week on this matter. The chair stressed that the public need to be updated on the developments with the lights and asked for a press release to be sent to advise the public of the latest position.
<b>Budget Monitoring report for Period 1</b>	The Committee requested an update on Raglan Market from the Estates Department and a report on sickness absence and staff well-being.
Joint Select Committee – 19 <sup>th</sup> September 2016	
<b>Alternative Service Delivery Model</b>	<p>The Committee agreed that a letter would be drafted by the Chair to the Cabinet outlining the following points:</p> <p>The Joint Select Committee was concerned that the level of detail provided to them in seeking its agreement to proceed with the alternative service delivery model, (particularly in relation to likely costs in continuing to the next phase) did not assist it in reaching a decisive conclusion. However, Members supported the philosophy and agreed that the opportunities for an alternative service delivery model should be explored, subject to the Cabinet and officers giving consideration to the following:</p> <ul style="list-style-type: none"> <li>• <b>Resources:</b> The Committee has reservations as to the resources required to progress the work further and the resources required to deliver the model itself. The Joint Select Committee requests that a financial breakdown be provided to Members to outline this detail.</li> <li>• <b>Governance:</b> Members strongly agree that the governance and accountability framework needs to be determined at an early stage and recommend that officers explore a range of accountability structures / models for consideration by Members.</li> <li>• <b>Managing public expectation:</b> Members agreed that the Council needs to give consideration as to how it can ensure that the public’s needs are reflected in services delivered through an alternative service delivery model.</li> <li>• <b>Staffing:</b> The Committee is concerned that there will be implications for staff in any alternative arrangement and recommends that an analysis of the staffing options (secondment or TUPE) be fully explored for further Member consideration.</li> <li>• <b>Scrutiny:</b> The Joint Select Committee requests that their proposals, together with the draft Business Case, be brought to a future meeting of the Joint Select Committee in October / November 2016, prior to being considered by full Council.</li> </ul>

**Adults Select Committee – 20<sup>th</sup> September 2016**

<b>Discretionary Housing Payments Policy</b>	<p>The Select Committee has undertaken pre-decision scrutiny of the Discretionary Housing Payments Policy as part of their wider scrutiny of welfare reform. The Committee agreed to endorse the policy and to make the following recommendations to the Cabinet in their consideration of the policy in November:</p> <ul style="list-style-type: none"><li>• Cabinet are recommended to give serious consideration to agreeing an uplift to the monies it invests in the Discretionary Housing Payment fund, recognising the demonstrative impact the funding has had on vulnerable people and the risks and implications of not supporting people through further benefit reductions, particularly in terms of preventing homelessness and children being taken into the care of the Council.</li><li>• Given that much of this work is delivered in a household environment, Cabinet are recommended to recognise the need for an accessible corporate warning system to identify clients and households that may present a risk to lone workers. The Committee understand that Torfaen operates a similar model to protect its workforce.</li><li>• The Committee recommends that all the agencies working in the benefits arena such as the CAB, RSL's and the Council consider the potential for sharing best practice and explore opportunities to create efficiencies and economies in the provision of welfare advisory services.</li><li>• The Committee further recommends a joint meeting with the Planning Committee to consider the relationship between homelessness, housing benefits and the provision of affordable housing in Monmouthshire.</li></ul>
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<b>Budget Monitoring report for Period 1</b>	The Committee highlighted concerns echoed at previous meetings that the future funding for social services needed consideration and accepted the report.
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**Economy and Development Select Committee – 27<sup>th</sup> Sep 2016 (Planning Committee invited)**

<b>Monmouthshire Local Development Plan Annual Monitoring Report 2015-16</b>	<p>The Committee discussed the Local Development Plan (LDP) and Annual Monitoring Report (AMR) in depth and agreed that:</p> <ul style="list-style-type: none"><li>• The report should be submitted to the Welsh Government.</li><li>• Members furthermore supported the recommendation to commence the review of the LDP. The Committee accepted that the review would determine whether there is a need for revisions of the LDP and agreed to await the conclusions of the review which would be reported back to the select committee.</li><li>• The Committee requested that an update report be brought to them in due course on the Community Infrastructure Levy, together with a list of applicable areas.</li><li>• Members also requested that supplementary planning guidance on affordable housing be brought to a joint scrutiny meeting with Strong Communities and Adults Select Committees at the appropriate time.</li></ul>
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<b>Monmouthshire Planning Service Annual Performance Report 2015-16</b>	The Committee discussed the performance of the planning service in line with the annual report and recognised that the function is performing well and is exceeding Welsh Government targets. Members noted by way of example that national performance on areas such as customer
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	<p>satisfaction is relatively low and as such, there is a need to continually improve beyond the average Welsh benchmark figure. The Committee recognises the limitations of the customer survey feedback and that the applicability of some of the performance indicators does not enable a full picture of the performance made in some areas of the service and acknowledging that some indicators are statutory indicators, they supported any enhancements that could be made to measuring and recording performance. Members supported the three actions contained in the report and requested future reports be brought for scrutiny by the Committee.</p>
<b>Budget Monitoring report for Period 1</b>	That the recommendations outlined in the report be presented to Cabinet.
<b>Children and Young People's Select Committee – 6<sup>th</sup> October 2016</b>	
<b>Integrated Youth Offer Annual report</b>	<p>The Chair concluded that the Committee had received an interesting and informative report and requested that:</p> <ul style="list-style-type: none"> <li>• Future reports include substantive data alongside the case studies.</li> <li>• In future, Monmouthshire Youth Service Report should accompany the Integrated Youth Offer report in order to provide a complete overview.</li> <li>• Further communication should be undertaken with the Town and Community Council's within Monmouthshire.</li> </ul>
<b>Budget Monitoring Report Month 1</b>	<p>The Chair concluded:</p> <ul style="list-style-type: none"> <li>• The budgetary position is volatile and was subject to change.</li> <li>• Areas of concern have been raised.</li> <li>• Receive a position report on all schools at a future Select Committee meeting.</li> <li>• The Chair will write to the Cabinet Member to emphasise the lack of funding in respect of the Safeguarding and Looked after Children's budget.</li> <li>• The Select Committee to receive formal feedback from the Authority's representative from the next meeting of the Schools Budget Forum. Nick Ramsay (AM) and Steve Davies (Education Achievement Service) will be in attendance at the Forum meeting.</li> <li>• Await the response from the Schools Budget Forum before considering petitioning the Welsh Government.</li> </ul>
<b>Public Service Board Select Committee – 11<sup>th</sup> October 2016</b>	
<b>Discussion with the Chair of the Public Service Board</b>	<p>The Chair thanked the Chief Officer for the reassurance that the Public Service Board has the capacity to deliver the wellbeing assessment. Members were reassured that the Public Service Board will take stock &amp; consider where it intends to aim for in the future and MCC's capacity to resource it. Since resources are limited, greater integration should be actively encouraged.</p> <p>Members noted the danger of fragmentation and felt that the Public Service Board should manage this by being at the centre of all the ongoing work.</p> <p>It was agreed that a brief action list from the Public Service Board would help the Select Committee with monitoring progress.</p>
<b>Scrutiny of the community engagement activity being undertaken in preparation for the Well-being Assessment</b>	In summing up the Chair congratulated the team on their hard work and recognised how much hard work is taking place going out, engaging with the public.

	<ul style="list-style-type: none"> <li>• The Committee is confident that satisfactory progress has been made and now look forward to updates and the eventual results. The next meeting will be postponed to Mid-February to allow the results to be collated and the Commissioner would be invited to attend.</li> <li>• The Chief Executive Officer was requested to discuss the Committee's recommendations and the need for an action list and designated deputy to attend with the PSB.</li> <li>• Members were urged to contact officers with details of any groups that they considered needed to be engaged with before the end of November.</li> </ul> <p>An all member seminar would be organised to consider the emerging findings of the well-being assessment.</p>
<b>Economy and Development Select Committee – 13<sup>th</sup> October 2016</b>	
<b>Velothon 2016 Debrief</b>	<ul style="list-style-type: none"> <li>• The Chair summarised that it was the role of the Committee to scrutinise return on investment and to identify benefits to the County from the event. To do so, the organisers will be asked to provide measurable financial reports to show the return and benefits for the County from next year's event.</li> <li>• It was agreed to consider the report on developing cycling tourism in South East Wales at the next meeting.</li> <li>• It was agreed to revisit our own methodology to identify economic benefit including anecdotal evidence to provide reassurance to residents through provision of full information.</li> </ul>
<b>Monmouthshire Tourism Performance 2015</b>	<p>The Chair noted that the main focus of discussion had been Tourist Information Centres (TICs) and it was agreed to request a further report to consider resourcing and the future of TICs.</p> <p>It was agreed that Members would hold a workshop to consider the Destination Plan after feedback from key stakeholders has been received. It was noted that there was wider discussion of funding issues and acknowledgment that external economic factors should be taken account of in current and future plans.</p> <p>The figures and data provided were welcomed and the Officers were thanked for attending and providing comprehensive information.</p>
<b>Local Development Plan Tourism Policy</b>	<p>The Chair welcomed the planned revision of Supplementary Planning Guidance and also the commitment to engage proactively with businesses to encourage tourism business opportunities. She referred to the proposed production of a leaflet and other initiatives. The Chair commended the positive joint working across departments for the benefit of the County.</p>
<b>Children and Young People's Select Committee – 3<sup>rd</sup> November 2016</b>	
<b>Annual Complaint Report for Social Services</b>	<p>The Chair thanked the officer for a clear and informative report and acknowledged that training and communication and the changes that have been made within the departments will help address issues raised in the report.</p>

<b>Budget Monitoring Report Period 2</b>	The Chair thanked officers for presenting the report and the committee agreed to receive an update on schools' budgets in three to four months.
<b>School Attainment Performance Report 2016/17</b>	<p>The Chair concluded:</p> <ul style="list-style-type: none"> <li>• There has been a solid improvement in schools' performance since 2012. All school staff across the Authority should be recognised for this improvement.</li> </ul> <p>The Committee looks forward to receiving the next report at a future meeting of the Committee which will provide more clarity and more detail of the data being provided.</p>
<b>School Budgets Presentation</b>	The Chair re-affirmed the importance of on-going governor training and emphasised that communication with schools is paramount.
<b>Welsh Education Strategic Plan</b>	<p>The Chair requested that officers take forward the points raised in respect of the WESP before the final draft is published.</p> <p>The Select Committee would recommend a review of the Home to School Transport Policy.</p>
<b>Adults Select Committee – 8<sup>th</sup> November 2016</b>	
<b>Prison Visit</b>	Visited the prison ahead of scrutiny of our responsibilities under part 11 of the Social Services Act.
<b>Strong Communities Select Committees – 10<sup>th</sup> November 2016</b>	
<b>Public Toilets</b>	The Committee was content with progress being made against the Committee's recommendations and asked for a further report in 9 months' time.
<b>Prosiect Gwyrdd</b>	The Committee requested the next report outline the longer time prospects for the energy from waste facility and requested to attend a future meeting of Prosiect Gwyrdd as observers and to also visit the incinerator.
<b>Budget Monitoring (Period 2 Outturn Forecast Statement)</b>	<p>The Committee agreed:</p> <ul style="list-style-type: none"> <li>• Members would meet with the relevant officer to discuss concerns on the Borough Theatre.</li> <li>• That the Chair should request the Chair of Economy and Development Select Committee discuss the Committee's concern in relation to the overspend on markets.</li> <li>• In respect of members' concern over the progress of the community asset transfer in Chepstow, a reply would be emailed to Members.</li> <li>• Members asked for an update on Raglan cattle market.</li> </ul>
<b>Recycling Contract</b>	The Chair thanked the visitors from Suez UK for the presentation and agreed to await the results of the pilot scheme which will be scrutinised in January 2017.
<b>Joint Adults and CYP Select Committee – 22<sup>nd</sup> November at 10am</b>	
<b>Social Services and Well-being Act (Part 11)</b>	The Committee were satisfied that the council is making good progress in meeting the requirements of the act in terms of the delivery of care and support to prisoners. The Committee supported the co-opted Member Delia Hudson joining the Older Prisoners Forum and agreed to receive periodic updates from Delia on the group's progress. Members agreed to revisit this in 9 to 12 months, for an update on progress in implementing the duties within the act and further information on new projects such as the seven day service.

<b>CYP chief officer report</b>	The Committee felt the report provided was an excellent summary of the year's progress and the priorities going forward, particularly in relation to closing the gender gap between foundation phase and key stage 2 and that this would be explored with teaching colleagues and the EAS. The Chair thanked the acting Chief Officer for the report and acknowledged the significant improvements that have been made over the course of the last two years by staff in the CYP Directorate. The Committee agreed that the report should be tabled to Council and will monitor progress accordingly.
<b>Responsibilities under the Social Services and Well-being Act to provide information, advice and assistance</b>	The Chair recognised that this is a work in progress and that the responsibilities under the act should help us to ensure that improvements are made as to how we communicate service and advice to people. Members suggested that officers need to consider providing information in different formats, such as by leaflet and not to assume that all citizens are able to access information via the internet. The Committee agreed with the direction of travel and requested that this returns to the committee in the Spring/early summer 2017 for further scrutiny.
<b>Budget Monitoring Report (Period 2)</b>	The Committee acknowledged the pressure on the Adult Services budget, which has been decreasing annually. Given that we have an ageing population, the Committee is concerned that the budget for social services across adults and children's remits is insufficient. The Chairs of both Committees agreed to write to Welsh Government to highlight their concern about the level of funding.
<b>Economy and Development Select Committees – 24<sup>th</sup> November 2016</b>	
<b>Skutrade</b>	Minutes not drafted at the point the report was finalised.
<b>Business Rates Revaluation</b>	
<b>CMC2 Performance Report</b>	
<b>Y Prentis Update</b>	
<b>Museums Service</b>	
<b>Improvement Objectives and Performance</b>	
<b>Adults Select Committee – 29<sup>th</sup> November 2016 (Special Meeting)</b>	
<b>Scrutiny with the Aneurin Bevan University Health Board (ABUHB)</b>	<p>The Chair expressed the appreciation of the Committee for the presenters' frankness and openness in answering questions and for the opportunity to fairly represent the contribution that the Health Board makes. The format of the report was welcomed with the future addition of information regarding complaints.'</p> <p>The Chair expressed that the new committee in the next council would need to build on the relationship established and to continue the dialogue with ABUHB, noting that strategically other areas for work would be scrutinised by the Public Service Board Select Committee, with links to each of the Select Committees.</p> <p>The Chair acknowledged that the challenge will be in how to provide public services across a regional Gwent footprint whilst maintaining the need for local accountability. He encouraged the need for dialogue, clarity on roles and responsibilities and robust scrutiny arrangements.</p> <p>For the future work programme, the Chair confirmed the following topics would return to the committee and would benefit from ABUHB input:</p>



	<ul style="list-style-type: none"> <li>• Stroke services</li> <li>• Young Carers Strategy</li> </ul>
<b>Strong Communities Select Committees – 8<sup>th</sup> December 2016</b>	
<b>Grant Funded Partnerships</b>	Minutes not drafted at the point the report was finalised.
<b>Rights of Way Improvement Plan</b>	
<b>Improvement Objectives, Performance and Risk Assessment</b>	
<b>Welsh Language Strategy</b>	
<b>Children and Young People’s Select Committees – 8<sup>th</sup> December 2016</b>	
<b>Strategic Risk Assessment 2016</b>	The Chair thanked the officers for the report and requested that the Select Committee receive sickness data relating to school staff and pupils at a future Select Committee meeting.
<b>Children's Services Quarter 2 Performance</b>	The Chair concluded that the areas of concern have been noted and that until baseline data is established further comparisons cannot be made at this stage. The Committee noted that there had been some changes within the Children’s Services and much has been achieved to date. The Committee acknowledged that the Head of Children’s Services was satisfied with the performance of the service.
<b>Improvement Objectives and Performance indicators - 2016/17 Quarter 2 update</b>	<p>The Chair asked that the following actions be built into the work programme:</p> <ul style="list-style-type: none"> <li>• To receive a report from Gill Lawrence regarding the ALN Service at a future meeting.</li> <li>• A representative from the Shared Resource Service (SRS) be invited to a future meeting to provide an update on our relationship with the SRS.</li> </ul>
<b>Summer Play Provision</b>	<p>The Committee agreed that:</p> <ul style="list-style-type: none"> <li>• The report to be sent to the Town and Community Councils with a view to investigating potential support.</li> <li>• Confirmation regarding the Families First grant was awaited from the Welsh Government.</li> <li>• It had been emphasised that there had been no safeguarding issues relating to the Summer Play Scheme.</li> <li>• Excellent feedback had been provided and the Summer Play Scheme 2016 was a blue print for the next two years.</li> </ul> <p>The scheme was encouraging mobility and exercise amongst young people.</p>
<b>Presentation on New Qualifications (EAS)</b>	<p>The Committee thanked the EAS representative for providing the Committee with an update on the Key Stage 4 new reporting measures and the EAS representative was asked to convey the sentiments of the Committee with regard to its views on the importance of the English Literature qualification.</p> <p>It was agreed that the EAS would be invited to a future Select Committee meeting to provide further updates with regard to the new reporting measures.</p>
<b>Adults Select Committee – 13<sup>th</sup> December 2016</b>	
	Minutes not drafted at the point the report was finalised.
