



Report

Council

Part 1

Date: 11 September 2018

Subject Overview and Scrutiny Annual Report 2017-18

Purpose To present the Overview and Scrutiny Annual Report 2017-18

Author Scrutiny and Governance Manager

Ward All

Summary The Scrutiny Committees are required by the constitution to submit an Annual Report each year to Council, to review how Overview and Scrutiny has operated in the last 12 months.

The Annual Report is a key part of the performance management cycle for Scrutiny. It is difficult to measure the impact of Scrutiny using traditional performance measures, which count the outputs from the Scrutiny Committees but do not measure the outcomes of our work, or show whether improvements have been made as a result. The Annual Report is a more useful tool in reviewing the effectiveness of Scrutiny, providing an opportunity to reflect properly on how Scrutiny has operated in the last year, and to identify upcoming challenges against which future performance can be judged.

Proposal To agree the content of the annual report as a basis for the work of the Scrutiny Committees in the coming year.

Action by Democracy and Communications Manager
Scrutiny and Governance Manager

Timetable Immediate

This report was prepared after consultation with:

- Overview and Scrutiny Management Committee
- Head of Law and Regulation
- Head of People and Business Change
- Head of Finance

Background

- 1 The Scrutiny Committees are required by the constitution to submit an Annual Report each year to Council, to review how Overview and Scrutiny has operated in the last 12 months.

Reviewing Scrutiny's Performance

- 2 The Annual Report is a key part of the performance management cycle for Scrutiny. It is difficult to measure the impact of Scrutiny using traditional performance measures, which count the outputs from the Scrutiny Committees but do not measure the outcomes of our work, or show whether improvements have been made as a result. The Annual Report is a more useful tool in reviewing the effectiveness of Scrutiny, providing an opportunity to reflect properly on how Scrutiny has operated in the last year, and to identify upcoming challenges against which future performance can be judged.
- 3 As well as providing a commentary on scrutiny activity in the past year, the report is structured to review performance on the targets set last September, and agree priorities for the next 12 months (which will be used as the basis of our performance review next year).

Financial Summary

- 4 There are no specific costs to the adoption of this report. Support for Overview and Scrutiny is undertaken within the budget allocation.

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
An ineffective scrutiny function could undermine the Council's corporate governance arrangements and lead to poor quality decision making	M	L	The Annual Report informs the Council of the efforts made to strengthen the role of scrutiny in Newport and how the Committees will work to help develop policies and hold the executive to account in an open and transparent manner.	Democracy and Communications Manger
Lack of progress in enhancing the role of scrutiny will impact on its effectiveness and esteem within the Council	H	L	The Chairs of Scrutiny are working together to oversee the development and progress of scrutiny in Newport; sharing best practice and driving forward the programme for improvement. Regular meetings are also held with senior members of the Executive to help develop that relationship and strengthen the position of scrutiny within the authority.	Democracy and Communications Manger

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

- 6 The Scrutiny function has an important role in helping the Council to achieve its expressed aims:
- To make our city a better place to live for all our citizens
 - To be good at what we do
 - To work hard to provide what our citizens tell us they need

Options Available

- 7 The Council's constitution requires the production of an Overview and Scrutiny Annual Report. Submission of this report is required in order to meet this requirement. The Council may accept the report, reject it, or ask for further work to be undertaken.

Preferred Option and Why

- 8 The report provides a summary of progress last year and a plan of action for improvements this year. It is recommended that the report is adopted.

Comments of Chief Financial Officer

To follow.

Comments of Monitoring Officer

To follow.

Staffing Implications: Comments of Head of People and Business Change

There are no direct HR implications associated with this report. Bridgend County Borough Council will be administering the Joint Committee as the host authority and any additional support required will be provided from within existing resources of the Scrutiny Team.

The report has considered the Well-being of Future Generations Act and has applied the five ways of working as set out in the section below.

Local issues

N/A

Scrutiny Committees

The Scrutiny Annual Report 2017/18 was presented to the Overview and Scrutiny Management Committee at its meeting on 26 July 2018. ([Agenda, Minutes](#))

During the discussion, the Committee asked the following:

'Members made comment that Scrutiny has made significant progress; however there was still an issue with automatically getting updates, such as Decriminalised Parking. The suggestion was made that there be regular updates on the progress.'

Members queried Action 9, on page 69 and asked for clarification of the update, as it stated the changes proposed within the Public Engagement Strategy were not possible within the current format of the website. Members were advised that the department would like the public to go onto the Scrutiny website and be able to leave feedback on Scrutiny's topics and agenda items. However the website does not have that functionality, so alternate ways were being looked into, such as using social media.'

When asked whether this was a technology or funding issue, it was advised that it was due to the technology; however the Democracy and Communications Manager is part of the Web Development Group and were looking at other technologies.

Members commented that they thought more of a history of each item should be included, to track where it had originated from. For example, Decriminalised Parking / Civil Parking Enforcement had originated from Members discussion of illegal parking in Stow Hill, which had been brought to the attention of the Cabinet Members, and Council which had led to the discussion regarding the Council taking over the parking function. The Scrutiny Adviser outlined the purpose of the Annual Report, to summarise the work of the Committee at its Scrutiny Committee meetings, rather than to track individual issues.

Regarding the Civic Centre Public Spaces Protection Order (PSPO), the Committee asked for the first and second Consideration to be labelled Stage 1 and Stage 2 to make the role of Scrutiny clear. The Officer advised it could be looked into to include additional comments.

The Committee thanked the Democracy and Communications Manager for attending.

*The Committee **approved** the Annual report for submission to the Council.*

The Scrutiny Annual report presented to the Council has taken into account these points raised. The request to label Stage 1 and Stage 2 relating to the PSPO has been implemented.'

The points relating to tracking the history of the items at scrutiny has not been incorporated, as it falls outside of the remit and purpose of the Scrutiny Annual Report. The Report is designed to report on the work of the Committee, as meetings in fulfilling its work programme, rather than actions of Members in other forums, such as Council.

Equalities Impact Assessment and the Equalities Act 2010

N/A

Children and Families (Wales) Measure

N/A

Wellbeing of Future Generations (Wales) Act 2015

The Performance Scrutiny Committee – Partnerships has scrutiny of the Public Services Board (PSB) Partnership within its remit, which considers the effectiveness of the Partnership and its associated plans. This is reflected within the Annual Report in the summary of the Committee's work this year.

The Scrutiny Committees considered the draft budget proposals in January and in the recommendations that were made to the Cabinet there were several that demonstrate that the Committees are considering how the Council is complying with the WFGA. [Link to the recommendations](#) – Item 4 ,Appendix 2) for example they cover:

- Asking Council to clarify how its strategic budget plan would support the Council in meeting the statutory obligations under the Wellbeing of Future Generations (Wales) Act
- Asking the Council to clarify how it plans to work collaboratively with new and existing partnerships.
- Many recommendations on improving engagement and involvement of the public in decision making, improving the quality of the information that is being consulted with the public on, that the Cabinet set out how it has responded to the public's comments and how it has encouraged public participation in decision making.

Many of the recommendations on the specific proposals also reference the themes of the five ways of working and prevention and long term thinking. This is also reflected within the Annual Report.

Crime and Disorder Act 1998

N/A

Consultation

N/A

Background Papers

Agenda and minutes of the Scrutiny Committees 2017/2018

- [Performance Scrutiny Committee – Partnerships](#)
- [Performance Scrutiny Committee – Place and Corporate](#)
- [Performance Scrutiny Committee – People](#)
- [Overview and Scrutiny Management Committee](#)

Dated: 23 August 2018