



Scrutiny Annual Report 2016-17



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1. Introduction

What is Overview and Scrutiny?

Scrutiny is the term given to the non-political process within the Council, whereby the decision makers (the Cabinet) are held to account for the decisions taken, whether they have been implemented effectively and whether they have resulted in improved services for people of Newport.

The Cabinet (also known as the executive) has the power to make the decisions needed to action the policies agreed by the Council. The remaining Councillors (non-executive) then form the scrutiny element, whose role is to challenge the performance of the Cabinet and hold them to account for the decisions taken. Scrutiny Committees can make recommendations and scrutinise the policies, decisions and performance of the Cabinet. The Cabinet, in turn, consults with, and responds to, Scrutiny Committee recommendations.

The underlying principle of Scrutiny arrangements is to ensure that the decision making process is open, accountable and transparent.

Scrutiny has the following roles:

- Hold the Cabinet to account for the decisions it makes;
- Ensure that the Cabinet and Officers perform effectively and that the Council is delivering what it said it would.
- Listens to the views of the public and make sure the public voice is heard;
- Develops and reviews policy to ensure that it is fit for purpose and provides the best outcomes for the people of Newport.

Scrutiny Committees do not have decision - making powers. In all cases the role of the Scrutiny Committee is to examine available options or consider how effectively an area is performing and then to make recommendations to the decision making body whether that is the Council; the Cabinet, an Individual Cabinet Member or external partners.

Scrutiny Committees are usually conducted in public, and the public are welcome to attend and observe any formal meeting of the Committee.

The Scrutiny Committee can operate in a number of ways, depending what the issue is that they are looking into. The most common approaches are either to consider issues via a report at Committee meetings, or to set up a working group to look at an in-depth issue.

Since the introduction of the Wellbeing of Future Generation Act, Scrutiny now has a statutory role to scrutinise the work of the Public Service Boards. PSB's are accountable to Scrutiny Committees in respect of how they work jointly to improve the economic, social, environmental and cultural well-being of their area by contributing the achievement of the wellbeing goals in accordance with the sustainable development principle.

Under the Act, Scrutiny has the power to:

- Review or scrutinise the decisions made or actions taken by the PSB;
- Reviewing or scrutinise the governance arrangements of the PSB;
- Acting as a consultee on key documents;
- Monitoring progress on the PSBs implementation for the wellbeing plan and assessing the delivery of objectives.

In carrying out these roles, the Scrutiny Committee can require any statutory member of the Board to give evidence, the capacity in which they do so must relate to the exercise of joint functions conferred on them as a statutory member of the board.

The Scrutiny Structure changed this year, with the Council approving a new structure in May 2017. As this report is looking backward at the work Scrutiny has undertaken in 2016/17, the summary of work is structured under the three previous Committees:

- Learning, Caring and Leisure;
- Streetscene, Regeneration and Safety; and
- Community, Planning and Development.

The Planned actions for 2017/18 however, will reference the new Committee's and will be focussed on embedding the new Committee structure. A summary of the new structure can be found within section 8 of this report.

How can the public get involved in the Scrutiny Process?

Scrutiny Committee meetings are normally open to the public and the agendas are published 1 week in advance of the meeting on the Councils webpage. Members of the public are welcome to attend any Committee meeting to observe. Agendas, reports and minutes of meetings can be found on the [Council's website](#).

Members of the public can suggest items for the Scrutiny Committee to look into by writing, emailing or phoning the Scrutiny Team:

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What is the purpose of this Annual Report?

Each year the Council produced a Scrutiny Annual Report, which is intended to give an overview of the work undertaken by each of the Overview and Scrutiny Committees over the previous 12 months. This report also sets out the planned actions for the next 12 months, summarised in Section 9, within the Action Plan for 2017/18.

This report looks at the work of the Scrutiny Committees from May 2016 to April 2017. The Annual Report is an essential tool for measuring the performance of Scrutiny, evaluating the progress made against previous targets and setting priorities for the coming year.

2. Key Developments

This has been a year of significant change for Scrutiny, with three new Chairs taking office from May 2016. The Chairs have met on a regular basis and have worked with the Scrutiny Team to make improvements to the Scrutiny process. This has resulted in the introduction of a number of new ways of working which have had a positive impact on the performance of Scrutiny. We have continued to work hard to improve systems ready for new Council May 2017

In addition, the Chairs have undertaken a number of training sessions, including joint training with the Scrutiny Team by the Welsh Local Government Association. The facilitator of this training was very positive about the working relationship displayed between the Chairs and the scrutiny team, commenting that officers and members participating in the training together as a team, focussing on the good scrutiny outcomes that they can achieve together.

Below is a summary of the major developments and achievements this year.

2.1 Pre-meetings

The Chairs agreed that all Committee meetings will now be preceded by a premeeting. Pre meetings are an opportunity for Committee Members to run through the agenda for the meeting and clarify any procedural questions, check understanding and agree any questioning strategies. Pre-meetings are recognised across the board as being best practice for the scrutiny process:

- Effective questioning techniques are essential to get the most out of the Committee's time, and get to the heart of the issues under consideration.
- Pre-meetings give the Committee time to agree the objective(s) for each item e.g.
 - What is our purpose?
 - What do we want to find out?
- Pre-meetings allow Members to discuss and agree lines of questioning to meet their objective(s).
- Planning questioning strategies in advance helps ensure that all the main issues are addressed, and questions are relevant and focused on the task in hand.

We have also introduced a briefing note within the pre meeting agenda to assist members of the Committee with suggested lines of enquiry. This has aided members in focusing the discussions at the pre meeting.

2.2 PSB scrutiny

We have been further developing our response to the requirement within the Wellbeing of Future Generations Act for Overview and Scrutiny arrangements to be put in place to assure democratic accountability of PSB activity. The Chairs of Scrutiny collectively agreed the following interim arrangements, while a more permanent structure was being discussed:

- To designate the Street Scene, Regeneration and Safety (SSRS) Scrutiny Committee as the Committee with overall responsibility for Scrutiny of the Public Service Board.
- To include training on the Future Generations Act and Public Service Board Scrutiny in the training and seminar programme for Scrutiny.

- A PSB Policy Review Group was set up to investigate and recommend a permanent structure for PSB scrutiny, and was also tasked with reviewing the draft Wellbeing Assessment, fulfilling our immediate scrutiny obligations under the Act. This review group is due to report its findings to the Street Scene, Regeneration and Safety Committee in April and make recommendations on the most effective arrangements for Scrutiny of the PSB going forward. The findings of this group were reported to the Committee at its meeting on 20 April 2017.

2.3 Public Engagement Strategy

We have made progress with the implementation of the public engagement strategy, including the following actions:

- We have made the following changes to the meeting rooms:
 - Set areas for the Chair, Committee members and officers around the table
 - Made sure that there is always a designated area for the public to sit and observe.
 - Spare hardcopies of agendas are available in the public gallery.
 - Better 'signposting' to committee rooms including Committee name signs on the door.
 - Feedback forms now placed in public gallery to seek comment from any public attending.
- We have further work to do on making the scrutiny web pages more accessible so that the public have access to more information and involving the public and stakeholders in the selection of topics for Scrutiny work programmes.
- Feedback forms have been created, and will be used to seek feedback of any public attending meetings post May 2017.
- We have also created feedback forms to send to officers and Cabinet members who attend scrutiny Committees to give evidence, to seek their views on how the meeting was conducted, how effective and what improvements could be made.
- The next step will be to make changes to the website to ensure that appropriate information is available to the public on the scrutiny process, work programmes and how they can suggest a topic or get involved.
- We will also be looking at how we can better engage with stakeholders when setting the work programme in May 2017.

2.4 Peer Review

The WAO and the WLGA have supported us in undertaking a peer review with neighbouring authorities. Councillors and officers from Newport have observed meetings at Caerphilly and Monmouthshire Councils and have given feedback on the effectiveness of the scrutiny process within these Councils.

The reviewers observed two meetings of the Scrutiny Committees in March 2017, and were asked to comment on the effectiveness of the scrutiny process within three broad areas:

1. Environment;
2. Practice;
3. Impact.

These areas were given an overall assessment of whether the arrangements are:

- Hindering improvement;
- Partly supporting improvement;
- Positively supporting improvement;
- Playing a significant role in supporting improvement.

	Meeting 1	Meeting 2
Scrutiny Environment	Partly supporting improvement	Positively supporting improvement
Scrutiny Practice	Partly supporting improvement	Positively supporting improvement
Scrutiny Impact	Partly supporting improvement / Positively supporting improvement	Partly supporting improvement

Comments made are summarised in the following areas:

i) Questioning skills

The reviewers commented that there was some evidence based challenge by Members asking questions about performance and Members demonstrated good questioning skills, in particular questions about value for money, added value and benchmarking relating to the scrutiny of a commissioning arrangement with a partner. However it was commented that there was less evidence of Members using supplementary questions to follow up answers to questions to explore answers from Officers further, and to establish what outcomes happen as a result of the discussion.

With regard to the pre-meeting, it was noted that this provided an opportunity for Members to discuss what they would like to raise and lines of enquiry, however there was less evidence of a group questioning strategy as a result.

ii) Support provided to the committee

In relation to the Scrutiny Officer support, the reviewers commented that the Committees were provided with dedicated scrutiny officer support and independent advice. It was noted that the support from the Scrutiny team provided positive advice and guidance to the committee.

At the meetings observed, there were no senior officers present from the service area and it was noted that additional support from Directors would have been beneficial. However, the support provided by the service area officers who were present was considered helpful.

At both meetings, the group commented that there was no evidence of the Cabinet being held to account, with no Cabinet member present.

iii) Information provided

The group commented that the covering report contained valuable context and background information for the Committee. There was evidence that the public's views had been sought and were considered by the Committee at the meetings observed for at least some of the items.

The group agreed that the use of colour printing and screens to display information would have been advantageous.

iv) Chairing

The group commented that the chairing on both occasions was good, that the Chair introduced the participants, made sure that everyone could contribute, brought members back to the work in hand when they lost focus and that effort was made by the chairs to form a consensus on the way forward. Areas that the group suggested would be beneficial to develop included summing up and clarifying recommendations after agenda items and curtailing officer presentations in favour of members' questions.

v) Scrutiny Process

The group commented on the Committees worked well with Officers with a helpful and appropriate level of constructive challenge. There no evidence of conflict or Politics amongst the Committee Members. Witnesses were well used to contribute to the scrutiny process in some instances. One notable area for improvement would be that the outcomes of the Committees discussions and what was to happen as a result of the meeting needed to be clearer.

Overall the information provided and the use of witnesses were good. However it was suggested that this could be expanded and more questions asked and followed up with the witnesses to give a broader understanding of the impact of the proposals.

There was evidence of Scrutiny providing viable and well evidenced solutions to recognised problem – such as changing wording to make the intention of the recommendation more precise and seeking assurances from officers.

Overall, the arrangements of scrutiny in Newport are supporting improvement; however there were some areas that the reviewers felt that the Scrutiny process could be improved.

Scrutiny Teams Response to feedback

The review was a very positive process, and the findings of the group were in line with the areas that the Scrutiny Team have been working with the Chairs to improve.

The main areas that we need to work towards improving are:

- Developing the questioning skills and use of the pre meeting to develop questioning strategies;
- Ensuring that outcomes are clear, summing up and clarifying recommendations after agenda items;
- Ensuring Senior Officer support at Scrutiny Committee meetings';
- Cabinet Members attendance at Scrutiny to hold to account.

Suggested Actions:

- Under the new Committee structure, the Cabinet Member will be invited to attend any scrutiny Committee meeting considering the performance of the Council Service areas, and will be asked to provide a verbal update prior to the officers presentation.
- The new structure has separated out the performance scrutiny role into three separate committees. This will focus the scrutiny work programmes on holding decision makers to account for performance.
- Generally, Senior Officers are in attendance at Scrutiny meetings, and the Heads of Service present the report to Committees at the meeting. We will set up regular meetings between the Chairs and the Directors / Heads of service to ensure that the work plan can be discussed well in advance and any issues can be raised directly.
- A training session for members on questioning skills and the use of pre meetings in developing lines of enquiry will be set up, facilitated by the Welsh Local Government Association (WLGA)
- A training session for Chairs on the roles and responsibilities of a Scrutiny Chair is already planned following the appointment of the new Committee structure in May. Again, this will be facilitated by the WLGA.
- The Scrutiny Team will continue to work closely with the Gwent Local Authorities to share best practices and ways of working.

These actions will be incorporated into the Scrutiny Action Plan for 2017/18 contained at the end of this report.

2.5 Scrutiny Self Evaluation

In March 2017, The Scrutiny Team sought feedback from Officers and Members involved with the Scrutiny process via an evaluation questionnaire.

There was not a high response rate to this questionnaire, with 11 people returning the form. 8 of these were scrutiny Members, with the remaining 3 were from Senior officers involved with the Scrutiny Process. The forms were anonymous, and contained a series of statements based on the WAO's characteristics of effective Scrutiny. Recipients were asked whether that agreed or disagreed with the characteristics as they relate to Scrutiny in Newport. There was also a section for comments on each area (Scrutiny Environment, Scrutiny Practise and Impact of Scrutiny)

The feedback from those who responded was as follows:

- There is a need to better coordinate and manage the items that are presented to the scrutiny committees. There is insufficient time to do everything that is put before scrutiny, the referral and work programming process needs to be managed more consistently.
- That workloads are stretched, and there is a need prioritise items and focus on what outcomes scrutiny Committees can achieve.
- Scrutiny would benefit from doing less, more effectively – i.e. less light touch items, more in-depth reports.

- We do a lot of pre decision scrutiny, but not enough post decision and holding to account on how those decisions have been effectively implemented.
- Scrutiny needs to hold the executive to account more consistently and focus on post decision scrutiny. There has been a focus on pre decision items in the past.
- The dedicated Scrutiny support should ensure that reviews are more focused, that outcomes are clear for Scrutiny meetings.
- No evidence that scrutiny takes into account the views of the public, partners and regulators.
- Significant improvements have been made to the structure of meetings; methods of questioning follow a more logical sequence and are more focused and relevant.
- The role of Scrutiny has improved, but further improvements are needed to make the process more valued and integrated as part of the improvement agenda.
- Chairing skills could be developed to help make meetings more streamlined and focused.

3. Summary of Committee Activities 2016/17

Below is a summary of the major projects undertaken by each of the Committees this year.

In addition, certain activities are common to every Committee; as part of our focus on enhancing basic scrutiny systems, we have made the following improvements to these fundamental processes this year. Details are set out below.

3.1 Service Plans

We have continued to develop the system of reporting service plans by exception only, using the new information reporting process to share the full analysis of service plans with Committee Members, but making sure Committee meeting reports and questions are focussed on the main variances in performance.

Service plan performance is reported to Scrutiny Committee meetings on an exception basis. This report therefore focuses upon the main variances in performance against the service plans. These exceptions have been identified by Scrutiny and Performance Officers and approved by the Chair in line with the agreed process. The purpose of exception reporting is to ensure Members' questions are focused upon the main areas of concern, therefore making the best use of the Committee's time. The relevant Cabinet Members were invited to attend where the implementation of the service plans were being addressed.

In September 2016, Cabinet agreed a new Performance Monitoring Reporting Framework. Within this new framework, service plans will continue to be monitored and reviewed by the Scrutiny Committees at the mid- and end- year point. In addition, Scrutiny Committees received the Improvement Plan Objective updates that had previously been reported to Performance Board.

3.2 Budget

The Scrutiny Committees considered the draft budget proposals at their meetings in January and made comments to the Cabinet prior to a final draft being agreed. Scrutiny Members had a key role to play in championing public engagement, the proper operation of Fairness and Equality Impact Assessments (FEIAs) and ensuring that proposals were in keeping with the Wellbeing of Future Generations act.

As well as making recommendations on the specific proposals, the Committees also made comment on the budget process, in particular:

- Members raised concerns that the time allowed by the Council for public consultation was too short, and recommended that the Cabinet allow feedback from the public up until 12 February.
- Members noted that the large majority of the savings in this draft budget would be made through delegate officer decisions, with around £1 million worth of savings being consulted upon within the papers. Members requested explanation as to the process of accountability for delegated officer decisions, and requested more information on how these decisions are monitored and reported to the Cabinet.

- Members raised concerns that the proposals were not in keeping with the Wellbeing of Future Generations Act, having a short term view of the services provided. This is directly at odds with the intention of act by not fully considering the impact of the changes on future generations.

3.3 Single Integrated Plan

The Chairs of Scrutiny agreed that consideration of the Single Integrated Plan (SIP) should be split into the three key themes, sending each theme to the most relevant Committee for consideration. The aim of this approach was to reduce the amount of time required to consider the SIP at the Committee meetings, and share the workload equally between the Committees. Update reports were presented to Committees in June, with partnership leads attending Committee to set out progress and respond to Members' questions. This worked well, with Committees able to apply their subject knowledge to the relevant sections of the Plan. We are currently in the process of developing arrangements for scrutinising the PSB, through the PSB Policy Review Group. This review group received the update on progress on the SIP in March 2017.

3.4 Director of Social Services Annual Report

Joint meetings were held in June between the two Committees which deal with Social Services issues. The Director of Social Services presented his draft Annual Report, and Members were given the opportunity to comment on the draft before it was forwarded to Cabinet and Council for approval.

In accordance with the Council's performance management framework, the Members were asked to consider and comment on the adequacy of the draft report in addressing the issues identified. The Report confirmed that the Council was discharging its statutory social care duties and that good progress has been made in addressing issues raised following previous regulatory inspections in areas such as the Youth Offending Service and Adult Residential Services. The Council was also well placed in preparing for the additional duties imposed by the Social Services and Well-Being (Wales) Act. Reference was made to the slight dip in performance in meeting performance indicators in Children's services.

3.5 Safeguarding

Community, Planning and Development and Learning, Caring and Leisure Scrutiny Committees held a joint meeting in November 2016 and were presented with the first annual report on Corporate Safeguarding. The report and the attached information from the Directorate delivered the key information on the topic of 'Safeguarding' for Members and provided the Committee with information on how well the Council is achieving on its safeguarding arrangements. The information also included the individual team priority plans and details of mandatory staff training on safeguarding.

3.6 Wellbeing of Future Generations Act: Populations Needs Assessment

The PSB Policy Review Group undertook scrutiny as part of the consultation on the Wellbeing Assessment, which was presented to the Street Scene, Regeneration and Safety Scrutiny Committees the designated Committee for scrutiny of the PSB.

A part of the Wellbeing of Future Generations Act the PSB had to produce a needs assessment of the state of economic, social, environmental and cultural wellbeing that provides an accurate analysis of the state of wellbeing in each community area, as well as in the area as a whole. The Policy Review Groups role within this consultation was to provide feedback to the PSB as to whether the draft was an accurate reflection of wellbeing for the population of Newport, and whether any additional information was needed.

In summary, the feedback submitted was positive about the assessment, and had identified areas where further information would be beneficial such as:

- Work / Employment
- Housing
- Connectedness
- Business Start-up failure
- Health
- Skills/ literacy
- LGBT
- School
- Culture and Sport

The consultation response from the Committee was presented to the PSB for consideration along with the other partner responses.

4. Community Planning and Development Overview and Scrutiny Committee

Membership 2016-17:

Councillors Williams (Chair), Delahaye, Mudd, T Suller, H Thomas, K Thomas and Watkins, Cleverly and Morris (until 16 Nov 2016).

Chair's Introduction

Due to a wide and varied portfolio the Committee previously struggled at times to complete challenging annual workloads. The review of the Work Programme agreed by the

Committee in June 2016 has continued to refocus the Committee's workload and resulted in a balance between less overview and scrutiny of topics considered at Committee and more opportunity for focussed Scrutiny Reviews to be undertaken in Policy Review Groups.

A Workforce Plan Policy Review Group has been concluded and recommendations made to the Cabinet Member and the Committee will consider a monitoring report regarding these recommendations as part of the Work Programme for the coming year. The Committee also considered a report in October upon Community Centres Recommendations Monitoring from the review that was previously undertaken. The Adult Residential Care Policy Review Group has concluded and its final report to Committee is being prepared.

The Committee continues to encourage representatives from our partners to attend relevant meetings where possible, examples include: inviting Public Health Wales and Aneurin Bevan Health Board representatives to meetings where the Public Service Board Single Integrated Plan Health & Wellbeing Theme was considered. This will become a significant area of focus as part of the developing statutory scrutiny of the Public Services Board.

Councillor David Williams

Committee Chair

Our Activities 2016-17

This year our work has included the following:

Annual Information Risk Report 2015-2016

Members considered the draft Annual Information Risk Report which provides an assessment of the Council's information governance arrangements and identifies where action is required to address weaknesses and make improvements. Following Members'

questions, the Committee endorsed the draft Annual Information Risk Report 2015-16 and provided comments for the Cabinet Member's consideration.

Public Services Board – Single Integrated Plan and Annual Report (Health & Wellbeing Theme)

Members of the Partnership Team, comprising representatives from Newport City Council, Public Health Wales and Aneurin Bevan University Health Board presented the draft Annual Report for the Health and Wellbeing theme of the Public Services Board's Single Integrated Plan to Members of the Committee. Following consideration and questions, the Committee referred comments to the Public Services Board for inclusion in the final report.

Quality of Commissioned and In House Adult Services Provision

Consideration was given to an overview of the performance and quality of services delivered by externally commissioned and in-house Adult Social Care Providers across the following categories: care homes; domiciliary care; supported living; day services; advocacy and preventative services, and Telecare. The Committee acknowledged the performance and quality of services delivered by externally commissioned and in-house adult social care providers and provided comments to the Cabinet Member for consideration.

Impact of the Housing (Wales) Act 2014

Members received a report advising of the challenges and impact of implementation of the Housing (Wales) Act 2014 upon service provision, eighteen months after the legislation took effect. The Committee acknowledged the impact of the legislation upon the Housing service area and provided comments to the Cabinet Member and in particular that the Committee wished to champion the service and support the bid for funding.

Further Monitoring and Evaluation Work

The Committee has also received reports and fed back comments on the following:

- Annual Corporate and Social Services Compliments and Complaints Report April 2015 to March 2016;
- Digital Strategy;
- Community Centres Recommendations Monitoring;
- 2015-16 Adult Protection Annual Report;
- Changes to Out of Hours Service;
- Health and Social Care Older Person's Pathway;
- Changes to the Out of Hours Service.

Policy Review Groups

The Policy Review Group established by the Committee continued with the review of the following topic and presented its final report to the Committee. The Committee agreed the first principle and recommendations for inclusion in a report from the Committee to the Cabinet Member for Social Care and Housing, for consideration. The outcome of the recommendations made will be monitored in the coming year:

- Adult Residential Care.

The Committee concluded its review of the following topic and will monitor the outcome of the recommendations made as part of the monitoring of the Service Plan for People and Business Change in the coming year:

- Workforce Plan.

5. Learning Caring and Leisure Overview and Scrutiny

Membership 2016-17:

Councillors: Guy (Chair), Ferris, Fouweather, Garland, Maxfield, Mayer, Mlewa, Spencer, C Suller and Whitehead.

Chair's Introduction

This year, the Committee has considered a large number of reports from the services within its remit across a wide range of topics and at times it has been challenging to deliver the Work Programme. In order to address this in the coming year, it will be necessary to develop more focussed reporting upon evidence for performance monitoring and so achieve clearer outcomes from Scrutiny.

**Councillor John Guy
(Committee Chair)**

Our Activities 2016-17

This year our work has included the following:

Care and Social Services Inspectorate Wales (CSSIW) Inspection Report Newport City Council Fostering Services

Members considered a report on the outcome of inspection findings upon the Council's Fostering Services undertaken in February and published in April 2016 and included what Newport did well and what had improved since the previous inspection. Following consideration the Committee agreed: to acknowledge the outcome of the CSSIW inspection and the Council's proposals for action in response; to congratulate the Head of Children and Young People on the outcome of the review, and; to convey comments made to the Cabinet Member for Education and Young People.

Full Joint Re-Inspection of Youth Offending Work in Newport

Consideration was given to a report upon the outcome of the Full Joint Re-inspection of Youth Offending Work in Newport, which was led by HMI Probation and the updated Improvement Plan prepared in response to the findings and conclusions published in June 2016. Newport had been chosen for re-inspection following poor outcomes during the joint inspection in 2014.

In 2016 Newport Youth Offending Service (YOS) had made a step change in performance since the last inspection. The YOS was stronger in assessment and delivering good quality interventions. The YOS Management Board had clear objectives and was successful in making sure children and young people had access to a range of services designed to move them away from crime. There was still work to do to improve planning to manage vulnerable children and young people, and provide a comprehensive education, training and employment service. The YOS were aware of where it needed to improve and were constructively addressing the issues.

Following consideration and comments, the Committee agreed: to acknowledge the outcome of the Inspection and the Improvement Plan put in place to address continued improvement in the Service, together with the step change positive progress achieved to

date, and; to congratulate the Head of Children and Young People Services and staff concerned on the step change positive progress achieved to date in the service since the joint inspection in 2014.

Education/ Pupil Performance Data 2014/15 Key Stages 1, 2 and 3

Members considered a report provided upon combined pupil performance data for Newport Schools at Foundation Phase, Key Stage 2, and 3 and the expected levels of achievement at the end of each phase also providing comparisons between gender achievement levels and compared performance with the national average for Wales.

Following questioning, Members agreed: to acknowledge the position regarding pupil performance for Key Stages 1,2 and 3 and progress made; to draw the attention of the Cabinet Member for Education and Young People to the comments made at the meeting, and; to receive a further report clarifying the implications of changes to qualifications upon performance data for Key Stage 3 outcomes in January 2016, as part of the usual Key Stage 4 Education / Pupil Performance Data report.

School Attendance 2011/12 to 2014/15

The Committee received a report regarding the trends of school attendance in Newport Primary and Secondary Schools during the academic years 2011/12 to 2014/15. While a consistent increase in attendance rates had been demonstrated in Newport in recent years, attendance rates remained lower than the national average and continued to be a challenge for Newport Schools. Following discussion and questions, Members agreed: to acknowledge the position regarding attendance rates within Newport schools; to draw the attention of the Cabinet Member for Education and Young People to the comments made at the meeting; to receive an update report in six months on progress made in improving attendance rates, and to programme a further performance monitoring report for submission to the Committee in twelve months.

Welsh in Education Strategic Plans 2017-2020

Consideration was given to a report on consultation on the draft Welsh in Education Strategic Plan (WESP) 2017-2020 for Newport as part of the Welsh Government's wider strategy for the Welsh Language, Welsh in Education Strategic Plans (WESP) 2017-2020. The Council's Welsh in Education Strategic Plan ran from 2014-17 and was therefore due for renewal. A new Plan had been drafted for 2017-2020 and was then being consulted upon. Alongside this, on 1 August 2016, the Welsh Government launched its consultation on proposals for a new Welsh Language Strategy, with education as a key priority. New guidance had been provided to help in the preparation of the 3-year Plan. Any Plan that was not sufficiently ambitious and did not demonstrate the level of aspiration needed to ensure growth in Welsh-medium education would be rejected by The Minister.

The Committee was being consulted as part of the wider consultation process on the draft Plan, but specifically on whether the draft Plan submitted by the Chief Education Officer complied with the expectations of the Council and the detailed requirements in the guidance provided by Welsh Government.

Following discussion and questions, the Committee agreed: to endorse the Council's draft proposals for its Welsh in Education Strategic Plans (WESP) 2017-2020 as meeting the requirements of the Council and Welsh Government, and; to encourage Members of the Committee to raise any further issues or questions as part of the consultation process regarding the Draft Plan with the Chief Education Officer throughout the course of the consultation period which concludes on 6 December 2016.

Special Education Needs and Performance

The Chief Education Officer outlined key areas for the Committee's attention. Last year, following intervention by the Wales Audit Office, the Council had reported a decline in performance, which had been attributed to a discrepancy on how the guidelines were being used in the process. An action plan had since been put in place and this was being monitored throughout the year by the Chief Education Officer, Internal Audit and the 'Every Child Group' and the process had been strengthened as a result. Members queried if any concerns had been raised by those monitoring the action plan on how it was progressing, and whether the situation was improving. Members were informed that issues relating to staffing had been addressed, which had been an issue identified by the Scrutiny Committee last year, and that methods of reducing statements were being explored. There were currently in the region of 1300 statement issued this year, which was as a result of the way the process had previously worked where a statement was necessary to get SEN support. The Council was now moving away from this process and making the following changes: Increase in LRB places; Giving advice to staff in mainstream schools to provide support; Readdressed the way in which staff work, now in clusters; In-house officers - linked to making statements will be used in a better way in the future once numbers of statements reduced, allowing them to attend reviews and challenge schools, and; Funding for an extra post. Following consideration, the Committee agreed to include the item in its forward work programme for future monitoring.

Exclusions Monitoring

Members of the Committee discussed the report provided upon exclusions and queried what was in place within schools to reduce instances of exclusion. In every school there was a learning support centre used for internal exclusions or a 6 week intervention. The schools also worked closely with parents to avoid the need to exclude children. There was also an Exclusion focus group, and sharing of behavioural policies, which were slightly different for each school. Members expressed concern that there should be one central behavioural policy to be used by schools and **requested** that examples of the range of policies be included within the next update to the Committee on exclusions. The Assistant Head of Education – Inclusion, advised the Committee that there was information missing from the published agenda, which would be sent to the Senior Overview and Scrutiny Officer for circulation to the Committee. Following discussion, the Committee agreed that this topic should be included in its forward work programme for updates following the publication of results every term.

Key Stage 4/5 Pupil Performance Data

Representatives from the Education Achievement Service for South East Wales (EAS) attended to present and answer questions about the pupil performance data for 2015-16 at Key Stages Four and Five. The Deputy Chief Education Officer also attended to answer the Committee's questions.

The following points were discussed:

Members raised concerns about the substantial drop in science results, and the significant variances between schools which had impacted upon overall performance. EAS colleagues explained that this was due to Welsh Government changes to Key Stage 4 performance measures, with only GCSE Science qualifications counting towards the Science measure in future. Some schools had decided to introduce curriculum changes earlier than others, which had caused the variances between the individual schools' results.

An All Member Seminar was to be arranged to explain the changes being made to education performance measures across the board. EAS colleagues highlighted that the number of alterations being made, including changes to both the Maths and English

curricula, was causing a high level of uncertainty, and making predictions on future results very difficult.

Members raised concerns regarding the recently published Estyn Annual Report, which highlighted variability in provision, particularly in the quality of teaching. Officers responded that this was an all-Wales report, and the document included best practice examples from Newport. Officers also highlighted the high quality of teaching in Newport, and the commitment to continuous improvement of teaching and learning in all schools.

It was clarified that the Welsh Baccalaureate would be compulsory for those pupils currently in year 10. Further information on this and all other changes would be included in the proposed All Member Seminar.

Members highlighted the value of vocational qualifications, which they felt were in need of greater recognition and promotion.

Education Achievement Service Business Plan 2017-2020

The Principal Challenge Adviser for Newport presented the Education Achievement Service Business Plan for 2017-20, including the specific local targets for Newport. In response to queries around risk monitoring, Members were directed to the full risk information published on the EAS website. It was also suggested that the minutes and associated papers from the EAS Audit and Risk Committee could be circulated for information to Scrutiny Members in future, to share information and give further context to discussions.

Following conclusion of the questions and discussions the Principal Challenge Adviser agreed to report back to the EAS management team on the Committee's suggestion to include "value added" data within the Business Plan.

The Committee **requested** that Free School Meal percentage figures for all Newport Schools be circulated to Committee Members, to give context to future discussions on school performance statistics.

No further monitoring was agreed as this would be a matter for the new Committee following the election, however annual monitoring of the EAS Business Plan would be included in the suggested work programme to be agreed after May. The suggestion to circulate the EAS Audit and Risk Committee papers for information would also be included.

Education Achievement Service Contribution: Financial Year 2016/17

The Principal Challenge Adviser for Newport presented the report on Newport's contribution to the EAS during 2016/17, outlining the return on this investment.

It was reported that grant funding levels were confirmed for the next year. In response to a question on future projections for funding, and whether any cuts in grant funding would impact upon the contributions requested from partner authorities, officers stated that this would need to be referred to EAS management for a response. It was noted that a full response may not be possible given the variables involved. It was suggested that, if a full response was not possible, an explanation of the process to be followed in negotiating and agreeing changes to local authority contributions would be useful, for Members to better understand the relationships and accountability structures at play.

In relation to the point made about school leadership, Members raised concerns about the lack of support for governing bodies, given the crucial role required of governors, on a voluntary basis. It was confirmed that there was a small team in place to support

governing bodies, but resources were stretched. Members suggested that this could be an area of inquiry for scrutiny's work programme after the election, to establish levels of support in place, responsibilities for funding that support, and whether additional resources could be committed to this.

The Teacher Adviser to the Committee commented positively on the contribution of the EAS to raising educational standards in Newport.

The Committee requested a response from EAS management on the grant funding query outlined above

No further monitoring was agreed as this would be a matter for the new Committee following the election, however annual monitoring of the local authority's financial contribution to EAS would be included in the suggested work programme to be agreed after May. The suggestions to look into the "Value For Money Model", and the area of governor support, would also be put forward for consideration.

National Categorisation of Schools 2016-17

The Principal Challenge Adviser presented the analysis of the national school categorisation results for Newport.

In addition to the comments already made on this subject through the meeting, the following points were also discussed:

- It was underlined that, despite the public perception of this, a red categorisation result did not indicate a "bad" school. The categories related solely to the levels of support services required, and were judged upon a wide range of factors.
- The high performance of Newport schools in this year's results was noted, particularly the top ranking position for the number of "green" primary schools.
- Officers highlighted the number of Headteacher vacancies currently being advertised across Newport, which could impact upon results next year; additional support might be required which could change the category ratings for those schools while new leadership teams were being established.

Following discussion and questions, Members agreed that annual monitoring of the categorisation results would be included in the suggested work programme to be agreed after May.

Further Monitoring and Evaluation Work

The Committee has also received reports and fed back comments on the following:

- Recommendations Monitoring: Sport and Leisure Review - Alternative Service Delivery Review;
- Recommendations Monitoring: Riverfront Theatre and Arts Centre Review - Alternative Service Delivery Model.

6. Street Scene, Regeneration and Safety Overview and Scrutiny Committee

Membership 2016-17:

Councillors Ali (Chair), Bond, Cornelius, Critchley, Davies, C Evans, M Evans, Huntley, Mlewa, Rahman (until 27 Sep 2016) and Al-Nuaimi from 27 Sep 16.

Chair's Introduction

The Committee has had a number of reports on the agenda this year. As the designated Committee for scrutiny of the Public Service Board, that Committee has focused on developing an understanding of what this role means for the Committee and how best we can utilise existing resources to fulfil our obligations in an effective and meaningful way. As such, we established a policy review group to undertake an in-depth piece of work on this and report its findings back to the Committee.

We have also received several outcomes monitoring reports to see the progress being made on recommendations previously made by the Committee to the Cabinet. This is an important element of the scrutiny process to ensure that we are making an impact with the reviews and recommendations.

Finally, we have worked with partners in the police to assist in tackling antisocial behaviour within the Pillgwenlly ward, which has resulted in recommendations being made to the Council on the establishment of a Public Spaces Protection Order. We intend to continue to work closely with the police to monitor the effects of this order should it be approved by the Council.

Councillor Omar Ali
(Committee Chair)

Our Activities 2016-17

This year our work has included the following:

Review of Community Councils Concurrent Grant

The Committee received a report reviewing options for allocating £131,137 Concurrent Grant per annum to Community Councils, as allocations had remained the same for a number of years, but some Community Councils provided local services that would otherwise be the responsibility of the City Council and at different levels.

Following Members' questions and consideration, the Committee endorsed option 6: that the future allocation of the grant be based on the budgeted cost of providing services which the Council also provided in other areas and subject to: a phased introduction, suitable guidance and support being provided and appropriate monitoring of expenditure of concurrent grant being undertaken by all Community Centres to ensure value for money.

Public Services Board Scrutiny – Policy Review Group Update

The Committee was designated as the Committee with overall responsibility for scrutiny of the local Public Services Board (PSB) and a policy Review Group had been set up to develop PSB Scrutiny and an effective framework. The Group reported to this Committee as the lead from PSB Scrutiny, but comprises Members from all three Scrutiny Committees. The Review Group provided an update and the Committee agreed that the following task be added to its terms of reference:

- *To undertake scrutiny of the draft Assessment of Wellbeing and report its conclusions and observations to the Street Scene, Regeneration and Safety Committee before 19 February 2017.*

The policy review group presented its final report to the Committee in April, where the recommendations were endorsed and would be presented to the new Committee after the Election for consideration and implementation.

Public Services Board Wellbeing Assessment – Consultation

The Public Services Board Policy Review Group provided a report upon its consideration of the Public Services Board (PSB) Draft Wellbeing Assessment and its draft consultation response to be forwarded to the PSB before the consultation period ends on 12 February.

Policy Review Groups role within this consultation was to provide feedback to the PSB as to whether the draft was an accurate reflection of wellbeing for the population of Newport, and whether any additional information was needed. Further information on the work completed by Scrutiny this year relating to the PSB can be found in Section 2 and 3 of this report.

Pillgwenlly Public Space Protection Order

Consideration was given to a report on the possible introduction of a Public Space Protection Order (PSPO) for Pillgwenlly Ward and proposing measures upon which to undertake consultation with stakeholders and the public as possible restrictions within the PSPO. The issues suggested for consultation as possible restrictions within a PSPO related to alcohol consumption and general nuisance and anti-social behaviour. Following questions, the Committee endorsed the proposed consultation process outlined upon the issues concerning alcohol consumption, general nuisance and anti-social behaviour and requested a further report following the conclusion of the consultation process.

The Committee received this further report at its meeting on 16 March 2017. The Committee noted the issues raised as part of the consultation and agreed to recommend to the Council that it proceed with the PSPO for Pillgwenlly. This will be reported to the Council for a decision after the Elections in May.

Further Monitoring and Evaluation Work

The Committee has also received reports and fed back comments on the following:

- Outcomes Monitoring – Property Services Review
- City Centre Public Space Protection Order – Recommendations Monitoring
- City Centre Regeneration
- Economic Regeneration Strategy – Recommendations Monitoring

7. Action Plan Review 2016-17

The last annual report identified the priorities and planned actions for 2016-17. The table below charts our progress against those priorities.

Priority	Action		Who?	Status	Progress
Work Programming and Scrutiny Methods <i>To strengthen committee work programming arrangements to ensure that they are timely, meaningful, informative and transparent, balanced, monitored and joined up.</i>	1	To develop the use of Committee pre-meetings in order to focus challenge more effectively and improve the quality of questioning.	Scrutiny Team / Chairs	Ongoing	<p>All three Overview and Scrutiny Committees are now using pre meetings at every meeting to develop questioning strategies. Initially, pre meetings were predominately used to clarify the role of the Committee for each item on the agenda. We have now introduced briefing notes to the pre meeting agenda aid members in planning questioning strategies to ensure that the main issues are addressed, and questions are focused on the task in hand.</p> <p>With the new Committee Structure and new committee Members, developing the use of pre meetings will continue to be an action for next year. Questioning skills training is scheduled for October to include effective use of pre meetings.</p>
	2	To introduce an effective system for scrutiny of the Public Services Board, in response to the statutory duty placed on scrutiny by the Wellbeing of Future Generations Act.	Scrutiny Team / Chairs	Completed	<p>This has been completed. The Street Scene, Regeneration and Safety Scrutiny Committee set up a Policy Review Group to consider how Scrutiny could best undertake this role, within existing resources. The group has concluded its investigation was submitted to the Scrutiny Committee on 20 April. The new Committee Structure approved by the Council in May 2017 included a separate Committee for Scrutiny of Partnerships, including the PSB. The other recommendations contained with the report will be considered by the new committee for</p>

Priority	Action	Who?	Status	Progress	
				implementation. The recommendations will also be reviewed and monitored as scrutiny of the PSB evolves.	
	3	To introduce a new report template to improve the quality and focus of the information that is presented to Committees.	Scrutiny Team	Completed	The new reporting template was introduced in November 2016 including suggested areas of focus and additional background information to assist the Committees in consideration of information presented from service areas and partner organisations. The report structure was intended to provide the Committee with more background information and outline the role of the Committee in considering each item. As part of the peer review in March 2017, the reviewers commented that the covering report provided useful context to each of the items.
	4	To continue to develop links between Scrutiny and Auditors / Inspectors / Regulators, in particular to support work programming and training.	Scrutiny Team	Ongoing	The WAO and the WLGA have supported us in undertaking a peer review with neighbouring authorities. Councillors and officers from Newport have observed meetings at Caerphilly and Monmouthshire Councils and have given feedback on the effectiveness of the scrutiny process within these Councils. (for more information on the outcomes of this review, see section 1 of this report) We have received feedback on areas for improvement and this will be used to help us focus on areas for improvement going forward. These are summarised in the Scrutiny Annual Report 2016/17 and the resulting actions will be detailed in the Scrutiny Action Plan for 2017/18.
Communication and Engagement <i>To improve public</i>	5	To continue implementation of the Public Engagement	Scrutiny Team / Chairs	Ongoing	The main focus of the implementation of the public engagement strategy this year has been improving the accessibility of the Scrutiny Committee meetings for any public attending. We have made a number

Priority	Action		Who?	Status	Progress
<i>access to the Scrutiny process.</i>		Strategy agreed in 2015.			<p>of improvements to the public access to meetings, including room layout, nameplates, and better signage.</p> <p>Our next step will be to make changes to the website to ensure that appropriate information is available to the public on the scrutiny process, work programmes and how they can suggest a topic or get involved.</p> <p>We will also be looking at how we can better engage with stakeholders as a matter of course throughout the year.</p>
Relationship with the Cabinet <i>To continue to develop the relationship and working arrangements between the Executive and Scrutiny</i>	6	To continue regular meetings of the Chairs of Scrutiny, the Scrutiny Officer Team and leading Members of the Executive, to ensure a positive relationship continues, and workloads are coordinated effectively.	Scrutiny Chairs / Scrutiny Team	To be diarised as necessary.	<p>Regular meetings have taken place between scrutiny and the Executive prior to the restructure of the Committees in May 2017.</p> <p>The Chairs of scrutiny have met on a monthly basis with the Scrutiny Team to discuss the work of the Committee, improve consistency between the Committee work plans and ways of working. This has proved very effective and we have looked to enhance this coordination role through the new Committee structure. The Overview and Scrutiny Management Committee now has extended the role previously undertaken by the Chairs of Scrutiny, into a formal Committee environment. This will ensure that the Scrutiny function is assessing its own performance in an open and transparent manner and assist in developing a co-ordinated and consistent approach to Scrutiny over the next year.</p>
	7	To develop an appropriate role for Scrutiny within the new arrangements for managing performance, and building on the	Scrutiny Team	Ongoing	<p>The new performance management system has been introduced, and training will form part of the induction for new scrutiny Members in May 2017.</p> <p>Our next steps will be to ensure that the scrutiny of</p>

Priority	Action		Who?	Status	Progress
		existing measures for service plan monitoring.			<p>performance has a more prominent position in the work programmes of the Committees in May 2017.</p> <p>Developing the performance 'holding to account' role was a key component of the new Committee Structure. The three performance Scrutiny Committees are able to focus solely on performance within their remits. We are working closely with the performance management team, and the Leader to develop an effective process for performance monitoring to strengthen this function and provide appropriate check and balance to the decision making process.</p> <p>We are currently working to align the work programmes of Cabinet and Scrutiny to provide a more coordinated approach. This will improve the reporting information and ensure that Scrutiny has a clear and more integrated role in the decision making process.</p>
<p>Training and Development</p> <p><i>To ensure Scrutiny Members are provided with the necessary training and development opportunities to undertake their role</i></p>	8	<p>To update and deliver the training and seminar programme for Members, including training to support:</p> <ul style="list-style-type: none"> - Budget scrutiny; - Performance scrutiny; and - Implementation of the Wellbeing of Future Generations Act. 	Scrutiny Team	Completed.	<p>The new performance Scrutiny Committees have been provided with a briefing session in relation to budget and performance in July 2017. We will further develop this as items are diarised on the Committees work programme and ensure that where appropriate briefings are provided to the Committee on specific reports as required.</p> <p>The new Performance Scrutiny Committee – Partnerships have been provided with a briefing on the Wellbeing of Future Generations Act, and will continue to receive support and advice as items are presented to the Committee for consideration.</p>
	9	To work with current Members to develop an	Scrutiny Team	By April	In March 2017, we sought feedback from the Scrutiny Members on the induction process

Priority	Action		Who?	Status	Progress
		effective scrutiny induction programme for Elected Members after the 2017 election.		2017	previously undertaken. We are working with WLGA guidance on the content of the induction programme for new members 2017, and will be developing a rolling programme of development for scrutiny members next term.
Scrutiny Support <i>To strengthen and enhance the service provided to Scrutiny Members by the Scrutiny Team.</i>	10	To enhance links with colleagues within the Council and beyond, and to look at a range of methods to promote and support the scrutiny function.	Scrutiny Team	Completed	<p>We are currently working with Caerphilly and Monmouth Councils on a peer review exercise, which the WLGA have been involved with.</p> <p>The outcomes of this review have been included within the Scrutiny Annual Report 2016/17, and have been used to inform the planned actions for 2017/18.</p> <p>Going forward, there will be less opportunity to for formal collaboration with our Gwent colleagues, as support for the South East Wales Scrutiny Officers Network reduces. However, we will continue to share best practise on an informal level, and maintain good working relationships with our counterparts across south wales. We will continue to look at a best practice to improve the support provided to Scrutiny.</p>

8. New Scrutiny Committee Structure for 2017

At its meeting on 16 May 2017, the Council approved a new structure for Scrutiny Committees. A major overhaul of the work programme was needed to realign Scrutiny as a key component for driving forward improvement, to look at the Council in a more strategic way, and to focus on how the Council is achieving its aims and objectives set out in corporate documents, such as the Corporate Plan, and Newport 2020.

The Scrutiny function could make more of an impact if it were to focus its resources on the scrutiny of performance, becoming more outcomes focused and linking in with the Cabinet work programme, to create a cohesive approach to achieve improved performance within the Council.

To make the Scrutiny Committees the most effective, it was agreed that there is need to change the focus on away from portfolios, to focus on what roles scrutiny should be undertaking and structure the Committees to support these roles.

The main roles that the Committees undertake are:

Performance Monitoring	Holding the executive to account
Policy Review and Development	Including consultation on decisions before they are made (pre-decision Scrutiny)
Performance of partnerships	in particular the PSB (but also NORSE, EAS, SRS, Newport LIVE).
Scrutiny of Corporate Strategies /Plans –	Such as the Corporate Plan, Improvement Objectives.
Coordination / management	of work programmes - including referrals, policy review groups, recommendations monitoring and setting processes for looking at Corporate issues such as the budget, public engagement, the Corporate Assessment)

The following structure was approved:



The anticipated benefits of this approach are:

- A complete change in focus of the work programmes to consider what role scrutiny undertaking. This should make the work programmes more outcomes-focused and reduce the number of items that come to scrutiny that are simply “noted”.
- Scrutiny is developing in the key areas that we are weakest – scrutiny of performance (holding the executive to account) and scrutiny of partnerships.
- It addresses concerns raised by the WAO in relation to work programmes being too large and lacking prioritisation.
- It establishes closer links to the Cabinet Member, they have one Committee (the relevant performance scrutiny committee) to attend, for which they will attend and explain the performance of the service, along with the relevant officers.
- The Performance Scrutiny Committees provide in-depth monitoring and challenge for clearly defined service areas. PSCs would be expected to have on-going correspondence with relevant cabinet members in order to share views and recommendations, arising from monitoring activities, about the service.
- By linking the performance scrutiny committees to the directorate – there are clearer lines of accountability.
- The work programmes will be completely re-written, starting from a blank piece of paper, building them around key council documents, objectives and risk and focusing on what outcome we are trying to achieve when including an item on the work programme.

- The Scrutiny Team will work with the Management Committee to develop more detailed selection criteria so that referrals that were not contributing to corporate objectives were able to be rejected by the Overview and Scrutiny Management Committee, making the work programme more focused

The full terms of reference are available on request, or on the [website](#). Below is a summary of the new Structure's remits.

<p>Overview and Scrutiny Management Committee</p>	<ul style="list-style-type: none"> • All Policy Review or Policy Development; • Coordinate and manage all Scrutiny Policy Reviews Groups; • Scrutiny of Corporate Plans, strategies and frameworks; • Receive and assign all referrals to Scrutiny (outside of the agreed work programmes); • Manage and coordinate Scrutiny Member Training; • Consider the implementation of projects/schemes/legislation that impact upon the whole council; • Coordinate the response from Scrutiny on the draft budget proposals; • Approve and monitor implementation of the Scrutiny Annual Report; • Recommendations monitoring on Scrutiny recommendations resulting from reviews. • Monitor the scrutiny work programmes;
<p>Performance Committee - People</p>	<p>Holding the Executive to Account for its performance within the People Directorate:-</p> <ul style="list-style-type: none"> ○ Monitoring of performance ○ Budget Monitoring ○ Draft Budget Proposals ○ Risk Monitoring
<p>Performance Committee - Place Directorates and Corporate</p>	<p>Holding the Executive to Account for its performance within the Place Directorate and Corporate:-</p> <ul style="list-style-type: none"> ○ Monitoring of performance ○ Budget Monitoring ○ Draft Budget Proposals ○ Risk Monitoring
<p>Performance Committee - Partnerships</p>	<p>Holding the Public Services Board to account for their performance.</p> <p>Holding other partnerships to account for their performance. (NORSE, EAS, Newport Live, other commissioning agreements)</p> <p>Scrutiny of community safety issues and associated partnerships: Designated Committee for Crime and Disorder (statutory requirement).</p>

9. Planned Actions 2017-18

Intended Outcome	Actions		Timescale
<p>Scrutiny Committees regularly and routinely hold the executive to account for its decisions, and for the performance of the service areas.</p>	1	Agree and implement a consistent approach for Cabinet Member attendance at Scrutiny Committees.	October 2017
	2	Continue to utilise and develop the information presented to Members and ensure that the role of the Committee and the intended outcomes are clear.	Ongoing throughout the year
	3	To develop an appropriate role for Scrutiny within the new arrangements for managing performance, and building scrutiny's performance monitoring role within the new Committee structure.	Ongoing throughout the year
<p>The Scrutiny Work Programmes are:</p> <ul style="list-style-type: none"> - Consistent; - Sufficiently detailed; - Linked with Cabinet; - Clearly define the role of Scrutiny every item; - The work of the Scrutiny Committees has an impact and results in improvement to a public service. 	4	<p>Undertake a detailed review of the work programmes, and assist the Committees to build their work programmes around key council documents, objectives and risk and focusing on what outcome we are trying to achieve for each item.</p> <p>Limit agenda items to maximum of 3 where possible to allow Members sufficient time to effectively undertake their role.</p>	<p>September 2017 for drafting of the work programme.</p> <p>Ongoing for implementation.</p>
	5	To develop more detailed selection criteria so that referrals that were not contributing to corporate objectives were able to be rejected by the Overview and Scrutiny Management Committee (OSMC), making the work programme more focused on outcomes.	September 2017
	6	To continue regular meetings of the Chairs of Scrutiny, the Scrutiny Officer Team and leading Members of the Executive, to ensure a positive relationship continues, and workloads are coordinated effectively.	December 2017

Intended Outcome	Actions		Timescale
	7	Report to OSMC on the progress and effectiveness of scrutiny on a regular basis.	6 monthly updates
	8	Routinely undertake recommendations monitoring through the OSMC and include a measure of the impact any changes have made to the service users.	On work programme in September, undertaken throughout the year.
Scrutiny promotes and supports the public voice in the decision making process and seek the views of stakeholders routinely within its work programme.	9	Develop the scrutiny webpages to ensure that information on the work of the scrutiny committees and how the public can be involved is accessible.	April 2018
	10	Develop list of stakeholders and utilise this for consultation and seeking public feedback on agenda items.	April 2018
	11	Publish the Committee work programmes on the website and regularly update these as changes are made. Ensure that each Committee agenda is promote using social media.	December 2017
To develop effective system for scrutiny of the Public Services Board.	12	To implement the actions contained within the PSB Scrutiny final report and report back to Scrutiny on progress made.	April 2018