

Scrutiny Report



Overview and Scrutiny Management Committee

Part 1

Date: April 2023

Subject Planning and Performance Policy

Author Scrutiny Adviser

The following people have been invited to attend for this item:

Responsible Cabinet Member / Officer:	Area / Role / Subject
Tracy McKim	Head of People, Policy and Transformation
Janice Dent	Policy and Partnership Manager
Shaun Powell	Transformation & Intelligence Manager

Section A – Committee Guidance and Recommendations

1 Recommendations to the Committee

The Committee is asked to:

- (i) Consider the impact of the policy to deliver effective Planning and Performance arrangements to monitor and report delivery of the Council's Corporate Plan 2022-27 and ensure continuous improvement across Council services.
- (ii) Consider how this policy is informed by and adheres to legislative requirements set in the Local Government Act 2021; and
- (iii) Determine whether Committee wishes to make comments and recommendations regarding the policy.

2 Context

Background

- 2.1 In November 2022, Newport City Council approved the Council's Corporate Plan 2022-27 to deliver an "*Ambitious, Fairer, and Greener Newport for everyone*". The Corporate Plan supports the Well-being of Future Generations Act and the 5 Ways of Working Principles – Long-term, Integration, Involvement, Collaboration and Prevention
- 2.2 To support the delivery of the Corporate Plan the Council has a Planning and Performance Policy which provides an overview of the Council's approach to monitor and report against the delivery of the Corporate Plan and continuous improvement of Council services.
- 2.3 The policy being presented to the Committee is an update on the existing Planning & Performance Policy which was approved by the Leader of the Council in July 2020. Due to Covid restrictions at the time feedback on the Policy was received via email from Overview and Scrutiny Management Committee members. This is the second time a performance monitoring policy has been considered by committee, the first being a [Cabinet Report](#) which was circulated in 2020 to Committee to collect comments via email.
- 2.4 Since the policy was implemented, new legislation, the Local Government Act 2021, was introduced requiring public bodies to self-assess the effectiveness of its governance and performance arrangements. Additionally, the Council has also seen changes to the structure and governance arrangements, mainly that the number of service areas have increased from eight to eleven.
- 2.5 Following the implementation of this Act, and Welsh Government suspension of benchmarking due to the Covid pandemic, the national measures for local authorities (Public Accountability Measures) no longer apply. The Act now allows local authorities to set their own performance framework. In the interim, Welsh local authorities have been working with the Welsh Local Government Association / Data Cymru to establish a new mechanism which will enable local authorities to assess their performance with other local authorities in Wales. A new self-assessment tool was launched by Data Cymru in April 2022, and where applicable, the Council will now be able to assess its performance with other local authorities.
- 2.6 The Council's Risk Management Policy will be reviewed separately by the Council's Governance & Audit Committee in May 2023.

Previous Consideration of this item

- 2.7 This Committee has not considered this item previously. However, a [Cabinet Report](#) was circulated to members for comment in 2020, and these comments can be seen within the report.

3 Information Submitted to the Committee

- 3.1 The Planning and Performance Policy is affixed as Appendix 1. The report includes:
 - An introduction and background information to the policy outlining its purpose.
 - An explanation as to the plan put forward to monitor and report against the policy, with consideration of legislative requirements and their impact and Newport's Strategic Plans. This section also highlights the importance of "evidence based planning and involvement" and financial and workforce planning.
 - The policy provides an overview of the Council's governance arrangements (officer and democratic levels) and roles & responsibilities in how performance is monitored and reported.

- The Policy reflects the Council's strategic / operational planning and performance arrangements. Individual officer and finance performance arrangements are managed outside of this policy. These arrangements are referred to in the report, but it is the Council's Finance and Human Resources service which are responsible for these.
- An overview as to how Newport City Council monitors progress against its Plans, including an explanation of performance monitoring systems such as Management Information (MI) and RAG ratings. This section also details other key considerations in performance monitoring such as benchmarking, data quality and assessment, project and programme monitoring..
- An overview as to how Newport City Council will report, assess and adjust Plans as a result of its reviewing functions. This section includes information regarding Planning and Performance Monitoring Updates and their schedules, an explanation of Service Area Challenge Reviews, Deep Dive Reviews and an overview of key Performance reports and their purpose.
- Affixed as Appendix A within the report is a breakdown of the roles and responsibilities of different bodies within the policy.

4. Suggested Areas of Focus

4.1 Role of the Committee

The role of the Committee in considering the report is to:

- Assess and make comment on
 - Whether the policy is clear, concise, and understandable in its aims and processes going forward
 - Whether the policy presented enables effective and robust planning and performance arrangements to meet legislative requirements and deliver the Council's strategic priorities.
 - Whether legislative requirements have been considered in the creation of this policy
- Conclusions:
 - Is the Committee satisfied that it has had all the relevant information to base a conclusion on the inclusion of general information, data and specific technical information?
 - Does committee feel that any further information needs to be included?
 - Do any areas require a more in-depth review by the Committee?
 - Does the Committee wish to make any Comments / Recommendations?

Suggested Lines of Enquiry

4.2 In considering the Planning and Performance Policy, the committee may wish to consider:

- How will Newport City Council establish "other similar local authorities" and has it done so already?
 - How will Newport City Council assess performance against these similar local authorities?
 - How will this be incorporated into future performance monitoring?
- Are there any best practice or innovative strategies used by "similar local authorities" that Newport City Council has or will use?
- How will this policy maintain or improve upon the quality of planning and performance monitoring in future?
- What are the current struggles services areas face regarding planning and performance monitoring and how does this policy seek to improve them?

- How will the policy itself be monitored and reviewed?

Wellbeing of Future Generation (Wales) Act

5 Ways of Working	Types of Questions to consider:
<p>Long-term</p> <p>The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.</p>	<p>What consideration have you given to the long term trends that could affect your proposal or; how could your proposal impact these trends?</p>
	<p>How will the needs of your service users potentially change in the future?</p>
<p>Prevention</p> <p>Prevent problems occurring or getting worse.</p>	<p>What is the objective (or the desired outcome) of this proposal?</p>
	<p>How are you addressing these issues to prevent a future problem?</p>
	<p>How have the decisions, so far, come about? What alternatives were considered?</p>
<p>Integration</p> <p>Considering how public bodies' wellbeing objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies.</p>	<p>Are there any other organisations providing similar / complementary services?</p>
	<p>Have you consulted with the health board, third sector, emergency services, businesses and anyone else you think might be impacted?</p>
	<p>What practical steps will you take to integrate your project with existing plans and strategies of other public organisations to help us all contribute fully to the seven national well-being goals?</p>
<p>Collaboration</p> <p>Acting in collaboration with any other person (or different parts of the organisation itself).</p>	<p>Who have you been working with? Why? Who have you collaborated with in finding out more about this problem and potential solutions?</p>
	<p>How are you co-working with other sectors?</p>
	<p>How are you using the knowledge / information / good practice of others to inform / influence the Council's work?</p>
<p>Involvement</p> <p>The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves.</p>	<p>How have you involved the people who are being impacted by this decision?</p>
	<p>How have you taken into account the diverse communities in your decision making?</p>
	<p>How have you used different / alternative methods to reach people and involve them?</p>
	<p>How will you communicate the outcome of your decision?</p>

Section B – Supporting Information

5 Links to Council Policies and Priorities

Well-being Objective	1 – Economy, Education and Skills	2 – Newport’s Environment and Infrastructure	3 – Preventative and Equitable Community and Social Care	4 – An Inclusive, Fair and Sustainable Council
Aims:	Newport is a thriving and growing city that offers excellent education and aspires to provide opportunities for all.	A city that seeks to protect and enhance our environment whilst reducing our carbon footprint and preparing for a sustainable and digital future.	Newport is a supportive city where communities and care are at the heart of what we do.	Newport City Council is an inclusive organisation that places social value, fairness and sustainability at its core.

5.1 The Planning and Performance Policy has links to all Wellbeing Objectives insofar that planning and performance monitoring strives to ensure the best and most efficient service delivery through checks and balances.

6 Background Papers

- [The Essentials – Well-being of Future Generation \(Wales\) Act 2015](#)
- [Corporate Plan 2022-27](#)
- [The Local Government and Elections Act \(Wales\) 2021](#)
- [Planning and Performance Policy and Risk Management Policy, Cabinet Report, 2020](#)

Report Completed: April 2023