

Scrutiny Report



Overview and Scrutiny Management Committee

Part 1

Date: October 2023

Subject Scrutiny Adviser Report

Author Scrutiny Adviser

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

Invitee:	Role
Samantha Schanzer (Scrutiny Adviser)	Present the Committee with the Scrutiny Adviser Report for discussion and update the Committee on any changes.

Section A – Committee Guidance and Recommendations

Recommendations to the Committee

The Committee is asked to:

1. Action Plan

Consider the Actions from previous meetings (**Appendix 1**):

- *Note the responses for the actions;*
- *Determine if any further information / action is required;*
- *Agree to receive an update on outstanding issues at the next meeting.*

2. Committee's Work Programme:

Consider the Committee's Forward Work Programme Update (**Appendix 2**):

- *Are there any amendments to the topics scheduled to be considered at the next Committee meeting?*
- *Are there any additional invitees that the Committee requires to fully consider the topics?*
- *Is there any additional information that the Committee would like to request?*

3. Scrutiny Topic Referral

Consider referrals forwarded to committee (**Appendix 3**)

- *Does the referral meet the criteria as set out within the referral form?*
- *Does the referral fit with the priorities within the work programme?*
- *If so, which Scrutiny committee is best placed to deal with this referral e.g. Performance Scrutiny Committee for Place, People or Partnerships or Overview and Scrutiny Management Committee?*
- *How should this piece of work be undertaken?*

2 Context

Background

Action Sheet

- 2.1 Attached at **Appendix 1** is the Action Sheet from the Committee meetings. The updated completed actions are included in the table.
- 2.2 Any actions that do not have a response will be included on the Action Sheet at the next meeting to ensure that the Committee can keep track of outstanding actions.

Forward Work Programme

- 2.3 Attached at **Appendix 2** is the Draft Forward Work Programme for the year 2023-24.
- 2.4 The purpose of a Forward Work Programme is to help ensure Councillors achieve organisation and focus in the undertaking of enquiries through the Overview and Scrutiny function. Effective work programming is essential to ensure that the work of Overview and Scrutiny makes a positive impact upon the Council's delivery of services.
- 2.4 Further information about the work programming process, including the procedures for referring new business to the programme, can be found in our Scrutiny Handbook on the Council's Scrutiny webpages (www.newport.gov.uk/scrutiny).
- 2.5 The Centre for Public Scrutiny's Good Scrutiny Guide recognises the importance of the forward work programme. In order to 'lead and own the process', it states that Councillors should have ownership of their Committee's work programme, and be involved in developing, monitoring and evaluating it. The Good Scrutiny Guide also states that, in order to make an impact, the scrutiny workload should be co-ordinated and integrated into corporate processes, to ensure that it contributes to the delivery of corporate objectives, and that work can be undertaken in a timely and well-planned manner.

Scrutiny Topic Referral

- 2.6 **Appendix 3** is regarding a Scrutiny Topic Referral. The Scrutiny Topic Referral form has been sent to Committee separately of this agenda and will not be discussed in the live meeting due to its confidential nature.
- 2.7 As per the procedure, all Scrutiny Topic Referrals in the first instance are considered by the Overview and Scrutiny Management Committee to determine whether they meet the criteria:
 - **Public Interest:** The concerns of the people should influence the issues chosen for Scrutiny.
 - **Ability to Change:** Priority should be given to issues that the Committee can realistically influence, and which will result in a Cabinet decision being taken.
 - **Performance:** Priority should be given to the areas in which the Council, and other agencies, are not performing well.
 - **Extent:** Priority should be given to issues that are relevant to all or large parts of the city.
 - **Replication:** Work programmes must take account of what else is happening in the areas being considered to avoid duplication or wasted effort.
- 2.8 There are several reasons to reject a Scrutiny Topic Referral, including:

- Scrutiny involvement would have limited/no impact upon outcomes.
- The issue is already being addressed/examined elsewhere and change is imminent.
- The topic would be better addressed elsewhere and will be referred there.
- New legislation or guidance relating to the topic is expected within the next year.
- The topic may be sub-judice or prejudicial to the Council's interest.
- The topic is too broad to make a review realistic.
- The topic area is currently subject to inspection or has recently undergone substantial change.

2.9 For every item on the work programme, including referrals, it should be clear:

- What is the issue/activity/project under consideration?
- What is Scrutiny being asked to do?
- What are the reasons for/expected benefits of involving Scrutiny in this matter?
- Is there a specific deadline for this piece of work?

3 Information Submitted to the Committee

3.1 The following information is attached:

Appendix 1: Action Sheet from Previous Meetings;

Appendix 2: Draft Forward Work Programme

Appendix 3: Scrutiny Topic Referral

4. Suggested Areas of Focus

Role of the Committee

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

- **Action Sheet from Previous Meetings - Appendix 1**
 - Consider the responses to the actions from the meeting;
 - Are you satisfied that you have received the necessary information?
 - Are there any further issues arising from the responses that you would like to raise?
 - For the actions that do not have responses – these actions will be rolled over to the next meeting and reported back to the Committee.

- **Draft Forward Work Programme - Appendix 2**

Consider:

 - Are there any amendments to the topics scheduled to be considered at the next Committee meeting?
 - Are there any additional invitees that the Committee requires to fully consider the topics?
 - Is there any additional information that the Committee would like to request?

- **Scrutiny Topic Referral - Appendix 3**

Consider:

 - Does the referral meet the criteria as set out within the referral form?
 - Does the referral fit with the priorities within the work programme?
 - Should this referral be accepted or rejected based on the criteria and other information?
 - If accepted, which Scrutiny committee is best placed to deal with this referral e.g. Performance Scrutiny Committee for Place, People or Partnerships or Overview and Scrutiny Management Committee?
 - How should this piece of work be undertaken?

Section B – Supporting Information

5 Supporting Information

- 5.1 The Corporate Assessment, and the subsequent [follow up assessment](#) provide background information on the importance of good work programming. Specific reference is made to the need to align the Cabinet and Scrutiny work programmes to ensure the value of the Scrutiny Function is maximised.
- 5.2 The latest Cabinet work programme was approved by the Cabinet on a monthly basis for the next 12 months and includes the list of reports scheduled for consideration. Effective forward planning by both Cabinet and Scrutiny needs to be coordinated and integrated in relation to certain reports to ensure proper consultation takes place before a decision is taken. A link to the Cabinet work programme is provided [here](#) to the Committee as part of this report, to enable the Committee to ensure that the work programmes continue to reflect key decisions being made by the Cabinet.

6. Links to Council Policies and Priorities

- 6.1 Having proper work programming procedures in place ensures that the work of Overview and Scrutiny makes a positive impact upon the Council's delivery of services, contributes to the delivery of corporate objectives, and ensures that work can be undertaken in a timely and well-planned manner.

6.2 This report relates to the Actions from Committee's which support the achievement of the Scrutiny Committee, in accordance with the Law and Regulation Service Plan, Objectives, Actions and Measures and the Wellbeing objectives:

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.

7 Wellbeing of Future Generation (Wales) Act

7.1 The Wellbeing of Future Generations Act 2015 which came into force in April 2016 sets the context for the move towards long term planning of services.

7.2 General questions

- How is this area / policy affected by the new legislation?
- How will this decision / policy / proposal impact upon future generations? What is the long term impact?
- What evidence is provided to demonstrate WFGA has been / is being considered?
- Evidence from Community Profiles / other data?
- Evidence of links to Wellbeing Assessment / Objectives / Plan?

7.3 Wellbeing Goals

- How are the Wellbeing goals reflected in the policy / proposal / action?
 - *A prosperous Wales*
 - *A resilient Wales*
 - *A healthier Wales*
 - *A more equal Wales*
 - *A Wales of cohesive communities*
 - *A Wales of vibrant culture and thriving Welsh language*
 - *A globally responsible Wales*

7.4 Sustainable Development Principles

- Does the report / proposal demonstrate how as an authority we are working in accordance with the sustainable development principles from the act when planning services?
 - **Long Term**
The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs
 - **Prevention**
How acting to prevent problems occurring or getting worse may help public bodies meet their objectives
 - **Integration**

Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies

- **Collaboration**

Acting in collaboration with any other person (or different parts of the body itself) that could help the body to meet its well-being objectives

- **Involvement**

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.

8 Background Papers

- [The Essentials - Wellbeing of Future Generation Act \(Wales\)](#)
- [Corporate Plan 2022-2027](#)
- The Corporate Assessment and [follow up assessment](#).

Report Completed: October 2023