

# CYNGOR SIR CEREDIGION COUNTY COUNCIL

**Report to:** Corporate Resources Overview and Scrutiny Committee

**Date of meeting:** 7 December 2023

**Title:** Draft Forward Work Programme 2023/24

**Purpose of the report:** Review the current work programme of the Committee

**Reason Scrutiny have requested the information:**

The forward work programme of the Committee is reviewed and updated at each meeting

## **Background**

Overview and Scrutiny Committees oversee the work of the Council to make sure that it delivers services in the best way and for the benefit of the local community.

The role of Overview and Scrutiny is to look at the services and issues that affect people in Ceredigion. The process provides the opportunity for Councillors to examine the various functions of the council, to ask questions on how decisions have been made, to consider whether service improvements can be put in place and to make recommendations to this effect.

Scrutiny plays an essential role in promoting accountability, efficiency and effectiveness in the Council's decision making process and the way in which it delivers services.

The main roles of the Overview and Scrutiny Committees:

- Holding the cabinet and officers as decision-makers to account
- Being a 'critical friend', through questioning how decisions have been made to provide a 'check and balance' to decision makers, adding legitimacy to the decision making process
- Undertaking reviews of council services and policy
- Undertaking reviews to develop council services and policies
- Considering any other matter that affects the county
- Ensuring that Ceredigion is performing to the best of its ability and delivering high quality services to its citizens
- Assessing the impact of the Council's policies on local communities and recommending improvement
- Engaging with the public to develop citizen centred policies and services

Effective Overview and Scrutiny can lead to:

- Better decision making

- Improved Service Delivery and Performance
- Robust Policy Development arising from public consultation and input of independent expertise
- Enhanced Democracy, Inclusiveness, Community Leadership and Engagement
- Adds a clear dimension of transparency and accountability to the political workings of the Council
- Provides an opportunity for all Members to develop specialist skills and knowledge that can benefit future policy making and performance monitoring processes
- Creates a culture of evidence based self-challenge

### **Current Situation**

#### **Questions to consider when choosing topics**

- Is there a clear objective for examining this topic?
- Are you likely to achieve a desired outcome?
- What are the likely benefits to the Council and the citizens of Ceredigion?
- Is the issue significant?
- Are there links to the Corporate Strategy
- Is it a key issue to the public?
- Have the issues been raised by external audit?
- Is it a poor performing service?

### **Choosing topics**

Overview and Scrutiny Committees should consider information from the Corporate Strategy, the Corporate Risk Register, budget savings – proposals and impact, Quarterly Corporate Performance Management panel meetings and departmental input in choosing topics and designing their Forward Work Programmes, as well as any continuing work.

### **Wellbeing of Future Generations:**

**Has an Integrated Impact Assessment been completed? If, not, please state why.**

No

#### **Summary of Integrated Impact Assessment:**

**Long term:** N/A  
**Collaboration:** N/A  
**Involvement:** N/A  
**Prevention:** N/A  
**Integration:** N/A

### **Recommendation(s):**

To review and update the current Forward Work Programme.

**Contact Name:** Dwynwen Jones

**Designation:** Overview and Scrutiny Support Officer

**Date of Report:** 30 November 2023

### **Acronyms:**

FWP – Forward Work Programme

Committee	Item (description/title)	Invited Speakers	Purpose i.e. monitoring, policy, recommendation
<b>Corporate Resources</b>			
12 June 2023	SMART Towns Digital Connectivity update Engagement and Participation Plan Annual Report 2022-23	Arwyn Davies David Owen Cathryn Morgan	Chair's request Chair's request
19 July 2023	Menopause Policy Workforce Plan Update on Hybrid Working Update on Clic (requested) Medium Term Financial Plan (MTFP)	Geraint Edwards Geraint Edwards Geraint Edwards/Russell Hughes-Pickering Joy Lake/Anna Gawthorpe Duncan Hall	Pre-Cabinet Pre-Cabinet Pre-Cabinet
19 October 2023	To Elect a vice-chairman for the remainder of the 2023/2024 municipal year with immediate effect Tackling Hardship Compliments, Complaints and Freedom of Information Reports Update on Banking Services Contract	Cathryn Morgan Marie Neige-Hadfield/Alun Williams Duncan Hall	Pre-Cabinet For info Chair requested following public request

7 December 2023	<p>Engagement and Participation Strategy update monitoring report</p> <p>Discuss the possibility of establishing a Procurement Task and Finish Group</p>	Cathryn Morgan	Agreed at June's meeting to monitor progress 6 monthly
22 January 2024 SPECIAL	<p>Invite to Openreach and Peter Williams, WG to update Committee on works planned/undertaken in County</p> <p>Half yearly Compliments, complaints and FOI report broken down into service area</p> <p>ICT and Digital Strategy</p>	<p>Marie-Niege Hadfield</p> <p>Alan Morris</p>	
9 February 2024, 1:30pm	Budget Preparation		
Special to be arranged late Feb/early March 2024?	<p>Various HR policies to include:</p> <p>Stress Management Policy</p> <p>Work Life/Balance Policy &amp; Revised Annual Leave Policy</p>	Geraint Edwards	Pre-Cabinet
16 May 2024	<p>Council Tax and Welfare Reform update</p> <p>County Farms Report</p>	<p>Ann Ireland</p> <p>Arwyn Davies</p>	

Future meetings	<ul style="list-style-type: none"><li>• Report on the Corporate Estate Procurement and Commissioning Strategy</li></ul>		
Task and Finish County Farms	Ongoing Next meeting November 13 <sup>th</sup> December 2023 Council Chamber – not open to the public		