

CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: Corporate Resources Overview and Scrutiny Committee

Date of meeting: 12 March 2024

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: 1 March 2024

Acronyms:

FWP – Forward Work Programme

Committee	Item (description/title)	Invited Speakers	Purpose i.e. monitoring, policy, recommendation
Corporate Resources			
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
9 February 2024, 1:30pm	Budget Preparation		
12 March 2024, 2pm	<p>Family Support and Leave Policy</p> <p>Leave and Absences Policy</p> <p>Flexible Working Policy</p> <p>Prevention and Management of Stress Policy</p> <p>Driving at Work Policy</p> <p>Council Fleet (amended)</p> <p>Digital Strategy</p> <p>Half yearly Compliments, complaints and FOI report broken down into service area</p>	<p>Geraint Edwards</p> <p>Alan Morris</p> <p>Marie-Niege Hadfield</p> <p>Katy Sinnet-Jones</p>	<p>All Pre-Cabinet</p> <p>Pre-Cabinet</p> <p>Monitoring</p> <p>Information</p>
16 May 2024	<p>Council Tax and Welfare Reform update</p> <p>County Farms Strategy</p>	<p>Ann Ireland</p> <p>Arwyn Davies</p>	
Future meetings	<p>9th July – Delegated Decisions report</p> <ul style="list-style-type: none"> • Report on the Corporate Estate • Asset Management 	Elin Prysor	

	<ul style="list-style-type: none">• Procurement and Commissioning Strategy		
Task and Finish County Farms	Ongoing		