

# CITY AND COUNTY OF SWANSEA

## MINUTES OF THE SCRUTINY PROGRAMME COMMITTEE

HELD AT COMMITTEE ROOM 3A, GUILDHALL, SWANSEA ON  
MONDAY, 8 AUGUST 2016 AT 4.30 PM

**PRESENT:** Councillor M H Jones (Chair) Presided

**Councillor(s)**

C Anderson  
N J Davies  
F M Gordon  
J W Jones  
G Owens

**Councillor(s)**

A C S Colburn  
C R Evans  
T J Hennegan  
D J Lewis

**Councillor(s)**

S E Crouch  
E W Fitzgerald  
P M Meara

**Co-opted Member(s)**

D Anderson-Thomas

**Co-opted Member(s)**

C A Holley

**Also Present:**

Councillor J A Raynor – Cabinet Member for Education  
Councillor D W W Thomas – Deputy Cabinet Member for Education

**Officer(s)**

B Madahar	Scrutiny Co-ordinator
W Parkin	Senior Lawyer
S Woon	Democratic Services Officer
Brian Roles	Head of Education Planning & Resources

**Apologies for Absence**

Councillor(s): P R Hood-Williams, E J King and G J Tanner

39 **DISCLOSURES OF PERSONAL & PREJUDICIAL INTEREST.**

In accordance with the Code of Conduct adopted by the City and County of Swansea, no interests was declared.

40 **PROHIBITION OF WHIPPED VOTES AND DECLARATION OF PARTY WHIPS.**

In accordance with the Local Government (Wales) Measure 2011, no declarations of Whipped Votes or Party Whips were declared.

41 **MINUTES.**

**RESOLVED** that the Minutes of the Scrutiny Programme Committee held on 11 July, 2016, be approved as a correct record.

42 **PUBLIC QUESTION TIME.**

There were no public questions.

43 **CABINET MEMBER QUESTION SESSION: CABINET MEMBER FOR EDUCATION (COUNCILLOR JENNIFER RAYNOR).**

Councillor J A Raynor provided opening remarks and information on her Cabinet Portfolio prior to taking questions from the Committee.

She then took questions from Committee Members on following areas:

- The costs to the Authority in respect of delays with the Parc Y Werin Village Green application;
- Play area at Parc Y Werin;
- Education Other Than At School (EOTAS) provision;
- The costs associated with surplus places;
- The programme for the future in respect of the Flying Start Programme;
- Timelines and impact in respect of the delay with 2016-2017 Education Improvement Grant (EIG);
- Issues with one primary school refusing to participate in scrutiny of lesson observations;
- Devolving budgets to schools;
- School attendance;
- Out of catchment placements;
- Business continuity (bomb hoaxes in large comprehensive schools);
- The prognosis for the two schools identified as being in the RED support category;
- Challenge Advisors;

The Chair referred to the revised structure for Education and requested that names be placed alongside job titles / service areas.

**RESOLVED** that the Chair of Scrutiny Programme Committee write to the Cabinet Member, reflecting the discussion and sharing the views of the Committee.

44 **SCRUTINY COUNCILLOR SUPPORT AND DEVELOPMENT.**

The Scrutiny Co-ordinator presented a report which sought consideration of support and development needs for scrutiny councillors.

He referred to the feedback from the annual councillor survey on training and development needs; the agreed Council Training and Development Programme 2016/17 and possible assistance from the Welsh Local Government Association on councillor support and development services.

Members discussed the following issues:

- The Head of Democratic Services has a total member training budget of only £3,000;
- E-Learning tools are helpful;
- Training on questioning skills would be beneficial – to ensure the right questions are asked and questioning is robust;
- Assistance by the WLGA in developing an e-learning scrutiny induction module is welcomed; and
- The need to utilise the experience / expertise of particular councillors.

**RESOLVED** that Members forward any views about support and development to the Scrutiny Co-ordinator.

45 **GUIDANCE FOR CO-OPTED MEMBERS.**

The Chair presented a report which added to the previously agreed protocol for co-option by proposing a guide for co-opted members once they have joined panels and working groups.

**RESOLVED** that the Guide be **AGREED**.

46 **SCRUTINY PERFORMANCE PANEL PROGRESS REPORT - CHILD & FAMILY SERVICES (COUNCILLOR PAXTON HOOD-WILLIAMS, CONVENER).**

The Chair referred to the Progress Report – Child and Family Services Scrutiny Performance Panel and advised that Councillor P R Hood-Williams was unable to attend the meeting.

**RESOLVED** that the report be **NOTED**.

47 **SCRUTINY DISPATCHES - QUARTERLY IMPACT REPORT.**

The Chair presented a draft of the quarterly report from the Scrutiny Programme Committee to Council on the impact of scrutiny.

**RESOLVED** that the content of the draft 'Scrutiny Dispatches' be agreed and submitted to Council on 22 September, 2016.

48 **SCRUTINY WORK PROGRAMME 2016/17.**

The Chair presented the work programme and referred to potential new inquiries and the need to develop clear and focussed terms of reference to ensure completion of the evidence gathering before the end of 2016 to allow time for final reports to be drafted and agreed in early 2017.

The Chair stated that the next meeting of the regional scrutiny arrangement with the six councils participating in the 'Education Through Regional Working (ERW) school improvement consortium would be taking place in September in Pembrokeshire Council.

It was noted that a public request for scrutiny into Houses of Multiple Occupation (HMO's) had been received and a proposal would be reported to the next committee meeting for agreement.

**RESOLVED** that the scrutiny work programme as outlined in the report be noted.

49 **MEMBERSHIP OF SCRUTINY PANELS AND WORKING GROUPS.**

The Chair presented a report outlining proposed revisions to the Scrutiny Panel/Working Group membership.

A revision to the current scrutiny panel's/working group membership was outlined in respect of:

- Tackling Poverty Scrutiny Inquiry Panel – Councillor H M Morris to be added.

Expressions of interest from scrutiny councillors were also reported for the following new scrutiny activities:

- Partnership and Collaboration Inquiry (10) – Councillor J B Burtonshaw (convener), M Evans, J Hale, H Morris, G Owens, C Thomas, C Holley, D Cole, S Jones, A Colburn.
- Preparedness for School Inquiry (8) – Councillor H M Morris (convener), S Crouch, J Curtice, F Gordon, E King, M Day, M Jones, W Fitzgerald.
- Planning & Section 106 Agreements Working Group (14) – Councillor C A Holley (convener), J Curtice, P Downing, T Hennegan, Y Jardine, G Tanner, M Jones, D Cole, W Fitzgerald, L James, K Marsh, A Colburn, Miles Thomas, L Tyler-Lloyd.

**RESOLVED** that the above appointments be **ENDORSED**.

50 **SCRUTINY LETTERS.**

The Chair reported the Scrutiny Letters Log and referred to the recent correspondence between Scrutiny and Cabinet Members.

**RESOLVED** that the Scrutiny Letters Log be **NOTED**.

51 **FEEDBACK FROM RECENT SCRUTINY EVENTS.**

There had been no recent Scrutiny events.

52 **UPCOMING SCRUTINY EVENTS.**

The Chair referred to a repeat of the Tackling Poverty awareness session for scrutiny councillors planned for 15 September, 2016 at 4.00 p.m. and urged colleagues to attend. Positive comments were made about the original session in July.

53 **AUDIT COMMITTEE WORK PLAN (FOR INFORMATION).**

**RESOLVED** that the Audit Committee Work Plan be **NOTED**.

54 **DATE AND TIME OF FUTURE COMMITTEE MEETINGS FOR 2016/17 MUNICIPAL YEAR (ALL AT 4.30 PM).**

The dates and times of future Committee meetings for the 2016-2017 Municipal Year were **NOTED**.

55 **DATE AND TIME OF UPCOMING PANEL / WORKING GROUP MEETINGS.**

The date and time of upcoming Panel/Work Group meetings were provided for information.

The meeting ended at 5.50 pm

**CHAIR**