



CITY AND COUNTY OF SWANSEA

DINAS A SIR ABERTAWE

Cllr Rob Stewart
Chair of Swansea Public Services
Board

BY EMAIL

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Date
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13 October 2016

Scrutiny Arrangements for Swansea's Public Services Board

Dear Councillor Stewart,

This letter is to provide you and the members of the Public Services Board with feedback from the first meeting of the Public Services Board Scrutiny Panel, which took place on 28th September and to inform you of our work plan for the rest of the municipal year.

We received a presentation from Dave Mckenna, who provided us with an introduction to the Public Services Board and enabled us to understand the structures and accountabilities that support it.

We also met with Mike Palmer, Director of Performance and Implementation from the Office of the Future Generations Commissioner and discussed with him the role of the Commissioner and the role of scrutiny in monitoring the work of the Public Services Board. We intend to keep a close dialogue with the Commissioner's office in order to share our experiences as the work of scrutiny, the Commissioner and the Public Services Board develop.

We discussed the approach we wish to take to our work and we have agreed to focus on three key elements:

1. Statutory requirements as set out in the Wellbeing Act and Guidance

Including:

- Acting as a formal consultee for Well-Being Assessment

- Acting as a formal consultee for Local Well-Being Plan
- Receiving the Annual Progress report

2. Q&A sessions with statutory members and invited core members

We intend for these sessions to follow the established process for Cabinet Member Q&A sessions carried out by the Scrutiny Programme Committee. One of the most important roles that scrutiny carries out is holding decision makers to account. In the case of local authority scrutiny this is the Cabinet. In the case of scrutiny of the Public Services Board this will be the statutory members of the Board. The invited core members are also key members in the delivery of the Board's objectives and priorities therefore they will also be invited to participate in the Q&A sessions.

The purpose of these sessions will be for the Panel to satisfy itself of the contributions being made by the individual organisations to the work of the Board. This will provide us with the opportunity to follow up recommendations made by the former Local Service Board Scrutiny Performance Panel including:

- The level of commitment from individual partners to the work of the Board
- The effectiveness of the Board in communicating its work, objectives and outcomes to its stakeholders
- The effectiveness of the Board in addressing the issue of pooled funding to tackle priorities

3. Performance monitoring – of the delivery of the PSB's priorities for 2016/17

One of the main areas of concern arising from the work of the former Local Service Board Scrutiny Performance Panel was the issue of performance management and monitoring. The Panel previously indicated that it believed that the work of the (former) Local Service Board did not demonstrate effectively the difference it made to the citizens of Swansea, and made the following recommendations:

- Clear arrangements need to be put in place to monitor the outcomes of the Board's work.
- Consult with the scrutiny panel about the format of future performance monitoring reports for the work of the Board and ensure that the panel receives regular performance monitoring reports.

Therefore a key area of scrutiny for the Panel will be how the new Public Services Board is ensuring that it is able to effectively demonstrate the difference it is making to the citizens of Swansea.

We are aware of the four priorities have been identified by the PSB for 2016/17:

- Domestic Abuse
- Independence of Older People
- Economic Development/City Centre
- Good Start in Life

Therefore we have agreed to invite the sponsor/co-ordinators for each priority to attend a meeting in order to advise us of the priorities and the actions that will be undertaken to achieve the outcomes. This will provide us with an opportunity to scrutinise the performance monitoring arrangements and make suggestions/recommendations for improvement, if required.

This meeting has been arranged for 16th November, and we are awaiting confirmation that the relevant people will be able to attend. I am grateful that you have already confirmed your availability to attend in your capacity as the sponsor for the Economic Development/City Centre priority and I look forward to meeting with you then.

I have attached our agreed work plan and we would appreciate any comments you may have. We would also ask that the relevant members of the Public Services Board note when they will be invited to attend the Panel. Individual invitations will of course be sent and reasonable changes can made to the sequence in order to accommodate individual's requirements if required; however it would be helpful if members could note the dates in their diaries.

Yours sincerely,



Councillor Mary Jones
Convener, Public Services Board Scrutiny Performance Panel
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**Public Services Board Scrutiny Performance Panel
Work Plan 2016/17 V1**

Meeting Date <i>Meetings will take place between 10am-12pm</i>	Agenda items
Meeting 1 26 September 2016	<p>Introduction to Swansea Public Services Board/Scrutiny Process, to include the Board's objectives/priorities/outcomes, timeline, well-being goals and how they will link with the current population outcomes. Dave Mckenna</p> <p>Future Generations Commissioner</p> <ul style="list-style-type: none"> • Role of Commissioner • Role of Scrutiny <p>Draft work plan discussion, including Panel's Terms of Reference Rosie Jackson</p>
Meeting 2 16 November 2016	<p>Public Services Board Priorities for 2016/17 Project sponsors and project co-ordinators</p> <p>Statutory Consultation on Wellbeing Assessment Dave Mckenna/Steve King</p>
? 6 December 2016	<i>Possible date for additional meeting to accommodate project sponsors/project co-ordinators.</i>
Meeting 3 18 January 2017	<p>Q&A Session with statutory members Fire Service Natural Resources Wales</p>
Meeting 4 15 February 2017	<p>Q&A Session with Statutory Members Health Council</p>
Meeting 5 15 March 2017	<p>Public Services Board Priorities for 2016/17 – 6 month progress up-date Project sponsors and project co-ordinators</p> <p>Q&A sessions with Invited Core Members SW Police SCVS Welsh Government representative</p>
Meeting 6 12 April 2017	<p>Final Wellbeing Assessment – published version Dave Mckenna/Steve King</p> <p>Annual Review of Panel's work – to reflect on the year's work, achievements, experiences, issues, ideas for future scrutiny Rosie Jackson</p>

Future Items for work plan (2017/18)

The work of the scrutiny panel is planned on the basis of the municipal year i.e. May 2016 to April 2017. Therefore some of the key items from the Public Services Board's work plan will carry over into the 2017/18 municipal year so are not included in the above work plan. In order to ensure that there is clarity over the items that the Panel will need to consider they are noted here. These include:

- **Public Services Board Priorities for 2016/17 – End of project update:** due to be reported to PSB in July 2017, by sponsors and co-ordinators. To be reported to scrutiny panel August 2017.
- **Wellbeing Plan** – due to be produced a year following the completion of the Well-being assessment. The Scrutiny Panel is a statutory consultee for both the wellbeing assessment and the wellbeing plan.