

Report of the Chair

Scrutiny Programme Committee – 13 March 2017

CABINET MEMBER QUESTION SESSION

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| Purpose | To enable the committee to question Cabinet Members on their work. The committee's questions will broadly explore priorities, actions, achievements and impact in relation to areas of responsibility. |
| Content | The following Cabinet Member will appear before the committee to participate in a question and answer session: <ul style="list-style-type: none">• Councillor Clive Lloyd – Cabinet Member for Transformation & Performance |
| Councillors are being asked to | <ul style="list-style-type: none">• Question the Cabinet Member on relevant matters• Make comments and recommendations as necessary |
| Lead Councillor(s) | Councillor Mary Jones, Chair of the Scrutiny Programme Committee |
| Lead Officer(s) | Mike Hawes, Director – Resources |
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1. Introduction

- 1.1 One of the most important roles that scrutiny carries out is holding the council's cabinet to account. The cabinet is made up of the Leader and 9 additional councillors, appointed by the Leader, who are allocated specific responsibilities.
- 1.2 By acting as a 'critical friend' scrutiny has the opportunity to challenge the cabinet and individual cabinet members on their actions and monitor performance in relation to their areas of responsibilities.
- 1.3 Cabinet Member Question Sessions have become a feature of committee meetings over the past 5 years. At least one cabinet member is scheduled to appear at each committee meeting, ensuring all 10 Cabinet Members appear before the committee over the course of a year, in order to ask questions on their work. Questions will focus on their priorities, actions, achievements and impact.

2. Cabinet Member Question Session

2.1 The following Cabinet Member will appear before the committee:

- a) Councillor Clive Lloyd – Cabinet Member for Transformation & Performance

Within this Cabinet portfolio, he is responsible for:

- Commissioning Organisation
- Communications & Engagement
- Customer Contact
- Demand Management Strategy
- Finance Performance & Budget Cycle
- Financial Services
- Health & Safety Policy
- Human Resources / Organisational Development
- Legal & Democratic
- Member Development
- Risk & Resilience
- Scrutiny
- Strategic Estates & Property – Asset Disposals
- Sustainable Swansea – Fit for the Future

2.2 The Cabinet Member has provided some ‘headlines’ in relation to the portfolio to help the committee focus on priorities, actions, achievements and impact (see Appendix 1).

3. Approach to Questions

3.1 At the Cabinet Member Question Sessions the committee will generally ask cabinet members about:

- priorities / objectives
- specific activities and achievements, progress against policy commitments, key decisions taken, and impact / difference made
- headlines on the performance of services and the key targets monitored to measure improvement and success
- their engagement with service users / public and what influence this has had
- what they hope to achieve over the coming months and challenges (e.g. resources / budget)
- key decisions they are expecting to take to Cabinet over the next year
- interactions with scrutiny over the last year, and whether there is any specific scrutiny activity they would welcome

3.2 The committee is also interested in:

- Sustainability and future trends - to what extent long-term thinking is influencing work / decisions, in light of the Well-being of Future Generations Act?
- Public Services Board (PSB) – what is the relationship with the work of the PSB? how is the work of the PSB impacting on their portfolio and helping them to deliver on priorities, and making a difference?

3.3 Cabinet Members will be invited to make introductory remarks before taking questions from the committee. Following the session the chair will write to the Cabinet Member in order to capture the main issues discussed, views expressed by the committee, and any actions for the Cabinet Member to consider.

3.4 If the committee wishes to conduct more detailed scrutiny of any of the issues raised during this item then this should be agreed through the normal work planning process and planned for a future meeting. This will also allow proper time for preparation.

4. Previous Correspondence

4.1 The committee last had a Q & A regarding this portfolio in November 2015. Amongst the issues discussed then included:

- Sustainable Swansea
- Innovation Programme
- Performance Improvement
- Customer Contact
- ICT

The actual correspondence relating to this meeting is attached as the committee may wish to follow up on these issues, as necessary.

4.2 Other relevant contact with scrutiny:

- Civic Events Working Group:
The Cabinet Member responded to the views of the Working Group about the management and organisation of Civic Events, following a scrutiny meeting in November 2015.

The letter covered views about:

- The office of Lord Mayor and civic engagements
- Holocaust Memorial Day
- Royal Visits

The Cabinet Member agreed to action the following:

- carry out a review of civic events during 2016/17 to manage budget savings from the civic hospitality budget
- investigate sponsorship in early 2016 with a view to generating sponsorship for a Lord Mayor's Summer Ball to raise funds to supplement budget reductions
- look at commercial opportunities with regard to the Mansion House
- the support and management of Holocaust Memorial Day Events being transferred with financial support to host schools each year
- the involvement of the Leader in regular liaison meetings with the Lord Lieutenant to ensure input in planning and feedback on royal visits

The Convener, Councillor Tony Colburn, recently wrote a further letter (11 Jan) to the Cabinet Member to bring to his attention some outstanding issues.

The Committee can ask the Cabinet Member about progress on actions following this scrutiny activity.

- Corporate Culture Inquiry:
A follow up meeting took place in July 2016 to review progress with the implementation of recommendations accepted by Cabinet, and assess the impact of the scrutiny inquiry.

The Inquiry Panel was satisfied with the implementation of agreed recommendations and impact of this work. It heard that the scrutiny recommendations have provided a focus for improvement and that they will continue to serve as a checklist for future work of the Innovation Programme. The Panel was encouraged by strides forward made e.g. significant progress thanks to the work of the innovation community around staff engagement, bullying and harassment, employee behaviours and the staff suggestions scheme.

Although formal monitoring has concluded the Committee can ask the Cabinet Member for Transformation & Performance on progress in improving the corporate culture of the Council.

- Service Improvement & Finance Performance Panel:
The Panel has written to the Cabinet Member on the following:
 - Corporate Plan (July 2016)
 - The Procurement of Oracle Support from a third party supplier (Jan 2016)

5. Other Questions

5.1 For each Cabinet Member Q & A Session the committee invites members of the public and other scrutiny councillors (not on the committee) to suggest questions.

5.2 On this occasion no questions were received.

6. Legal Implications

6.1 There are no specific legal implications raised by this report.

7. Financial Implications

7.1 There are no specific financial implications raised by this report.

Background Papers: None

Legal Officer: Wendy Parkin

Finance Officer: Carl Billingsley