



Report of the Chair

Scrutiny Programme Committee – 12 August 2019

Cabinet Member Question Session

Purpose:	To enable the Committee to question Cabinet Members on their work. The Committee's questions will broadly explore Cabinet Members' 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: a) Councillor Clive Lloyd, Cabinet Member for Business 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:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, Chief Legal Officer
Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Debbie Smith
Finance Officer:	Amanda Thomas

1. Introduction

1.1 One of the most important roles that scrutiny carries out is holding the Council's Cabinet to account. The Cabinet (also known as the Executive) is made up of the Leader and other councillors, appointed by the Leader, who are allocated specific portfolio responsibilities:

Cllr Rob Stewart	- Economy & Strategy (Leader)
Cllr Clive Lloyd	- Business Transformation & Performance (Deputy Leader)
Cllr Alyson Pugh	- Better Communities - People
Cllr Andrew Stevens	- Better Communities - Place
Cllr Mark Child	- Care, Health & Ageing Well
Cllr Elliot King	- Children Services - Early Years

Cllr Sam Pritchard	- Children Services - Young People
Cllr David Hopkins	- Delivery
Cllr Jennifer Raynor	- Education Improvement, Learning & Skills
Cllr Mark Thomas	- Environment & Infrastructure Management
Cllr Andrea Lewis	- Homes & Energy
Cllr Robert Francis-Davies	- Investment, Regeneration & Tourism

1.2 By acting as a 'critical friend' scrutiny has the opportunity to challenge the Cabinet and individual cabinet members on their actions and performance in relation to their areas of responsibilities.

1.3 Cabinet Member Question Sessions have become a main feature of Committee meetings. At least one cabinet member is scheduled to appear at each monthly Committee meeting, ensuring all 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 Business Transformation & Performance

2.2 Councillor Lloyd is Deputy Leader of the Council and has the following specific portfolio responsibilities:

- Agile Rollout Programme Lead
- Community Safety
- Contact Centre
- Equalities & Diversity
- Financial Services
- Health & Safety Policy
- Human Resources
- Information & Business Change (inc. Better ICT)
- Leader's Representative on Public Services Board (PSB)
- Legal Services
- Modernisation of Council Services
- Organisational Development
- Pensions Lead
- Performance Management & Improvement
- Procurement & Frameworks
- Risk & Resilience
- Strategic Estates & Property Management Lead
- Sustainable Swansea - Fit for the Future Programme Lead

NB - All Cabinet Members have shared responsibility for Lead Elements of Sustainable Swansea & Poverty Reduction

3. Approach to Questions

3.1 At each Cabinet Member Question Session the Committee will generally ask Cabinet Members about:

- relevant priorities / objectives (e.g. policy commitments), notable activities and achievements, improvement / impact made, and service user / public engagement.
- what they hope to achieve over the coming months and challenges, including any key decisions they plan take to Cabinet over the next year.
- reflections on their engagement with scrutiny and whether there is any issue relevant to their portfolio that they would suggest for scrutiny, not otherwise covered in the work programme – to ensure scrutiny activity is aligned to priorities and focussed on the right things.

3.2 In terms of themes that cut across all cabinet portfolios, the Committee is interested in asking Cabinet Members about:

- Well-being of Future Generations Act – impact on their work / decisions e.g. what they are doing to achieve the well-being goals and ways of working, e.g. focus on long-term thinking, collaboration / involvement etc.; any regional / collaborative working relevant to their portfolio responsibilities.
- Public Services Board (PSB) – their relationship with the work of the PSB; how the PSB impacts on their portfolio and how it is making a difference etc.
- Poverty Reduction – their contribution to the commitment to tackle poverty.
- Sustainable Swansea – their contribution to the transformation programme.

3.3 Cabinet Members will be invited to make introductory remarks before taking questions from the Committee. The Cabinet Member has provided a report on 'headlines' in relation to the portfolio to help the Committee focus on priorities, actions, achievements and impact - see **Appendix 1**.

3.4 With reference to agreed Scrutiny Improvement Objectives the Committee should ensure the Q & A Session also enables it to:

- Follow up, where necessary, on progress with relevant Scrutiny Working Group recommendations to assess impact / outcomes
- Raise any outstanding actions in respect of any other scrutiny activities / recommendations.

- Ask about future key decisions so the Committee can identify any issues which they may want to discuss at an earlier stage than cabinet reporting.
 - Encourage Cabinet Members to consider reporting to scrutiny / consulting on significant issues and planned decisions at an early stage to enable views of scrutiny to be taken.
- 3.5 Following each session the chair will write to Cabinet Members in order to capture the main issues discussed, views expressed by the Committee, and any actions for them to consider.
- 3.6 If the Committee wishes to conduct more detailed scrutiny of any of the issues raised during the Q & A session 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 Scrutiny

- 4.1 The correspondence with Cllr. Lloyd following last year's Q & A session (September 2018) is attached. Taking account of any portfolio changes since last year, the following issues still relevant to the current portfolio were discussed, and Committee Members may wish to follow up:
- Pension Fund
 - Commissioning Reviews
 - Agile Working
 - Risk & Resilience
 - Budget
 - Civic Centre
 - Liberty Stadium Lease Agreement
 - Council Modernisation
 - Strategic Estates & Property Management
 - Capital Programme, and
 - Zero-Hour Contracts.
- 4.2 Members may also wish to follow up, as necessary, on the Cabinet Member's engagement with relevant Scrutiny Panels / Working Groups over the past year:
- Service Improvement & Finance – Having responsibility for Performance Management & Improvement and Financial Services, Councillor Lloyd is involved on an on-going basis with the work of the Service Improvement & Finance Scrutiny Performance Panel. The Panel has written to Councillor Lloyd about various matters, including Corporate Complaints, and the Wales Audit Office report on Local Government Use of Data.

- Public Services Board – Councillor Lloyd is designated as the Leader’s Representative on Public Services Board (PSB). Councillor Lloyd attended the most recent PSB performance panel to provide an update on the new Governance Review and the Annual Report 2017/18.

5. Future Scrutiny

5.1 The Committee should note that the Cabinet Members will be engaged in the following planned / future activity:

- Service Improvement & Finance Performance Panel – Councillor Lloyd will continue to be involved in the Panel’s work / Councillor Lloyd reports annually to the Service Improvement & Finance Performance Panel on End of Year Performance Monitoring Report, Corporate Complaints Annual Report, Charges and from this year the Equality Review Report. Future scrutiny may also include upcoming WAO reports.
- Public Services Board – Councillor Lloyd will be invited to PSB meetings and written to after each one.
- Equalities Inquiry Follow Up – Councillor Lloyd is now portfolio lead for equalities and will therefore be involved in responding to the scrutiny recommendations and providing follow up report(s) as required.
- Staff Health & Well-Being – As lead for the Agile Rollout Programme, Health & Safety, Human Resources & Organisational Development, Councillor Lloyd will be involved in scrutiny discussion by the Staff Health & Well-being Scrutiny Working Group.

6. Other Questions

6.1 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. It is up to the Committee how to deal with any suggested questions within the Session.

6.2 On this occasion, the Committee has been requested by a councillor not on the Committee to ask the Cabinet Member about:

- What is being done about safety for children around our schools.
- What can be done by the Council to get some sort of financial banking services to come to the communities that have lost all their banks.

7. Next Session

7.1 The next scheduled Cabinet Member Question Session, on 9 September, is with the Cabinet Member for Homes & Energy, Councillor Andrea Lewis. The Committee should identify specific questions / key themes, which it wishes to cover in that session. Based on previous discussion the Committee may wish to focus on the following:

- Homelessness Strategy & Action Plan Progress
- Council Housebuilding
- Housing Commissioning Review Progress

7.2 As usual, all scrutiny councillors and members of the public will be able to suggest questions.

8. Legal Implications

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

9. Financial Implications

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

Background Papers: None

Appendices:

Appendix 1: Key Headlines: Cabinet Member for Business Transformation & Performance

Appendix 2: Previous Correspondence