



SUBJECT: Draft Terms of Reference for the Gwent Public Services Board Scrutiny Committee

MEETING: Gwent Public Services Board Scrutiny Committee

DATE: 7th June 2023

Report written and submitted by: Sarah King, Head of Democratic Services, Governance & Partnerships (Blaenau Gwent Council)

1 Areas Affected

- 1.1 All Local Authority areas of Gwent have Member representation on the Gwent Public Services Board Scrutiny Committee and partner organisations: South Wales Fire and Rescue Service, Gwent Voluntary Organisations and Aneurin Bevan University Health Board.

2 Purpose of Report

- 2.1 The purpose of the report is to present the Draft Terms of Reference for the Gwent Public Services Board Scrutiny Committee for consideration and agreement by the Committee.

3 Background

- 3.1 In September 2022, the Public Services Board agreed to establish regional scrutiny arrangements to review and scrutinise the work of the Gwent Public Services Board.
- 3.2 In January 2023, the Gwent Public Services Board Scrutiny Committee was established and nominations for representation were received from all five Gwent Local Authorities, the South Wales Fire and Rescue Service and Gwent Association of Voluntary Organisations.
- 3.3 The Aneurin Bevan University Health Board has yet to appoint a nominee.
- 3.4 Natural Resources Wales were unable to provide a representative, owing to their remit covering the whole of Wales. However, they wished to be kept informed of scrutiny activity.
- 3.4 The Scrutiny Committee received training facilitated by the WLGA on 3rd February 2023; and held its first meeting on 29th March 2023, followed by a workshop session to discuss the governance arrangements for the Scrutiny Committee.

4 Funding

- 4.1 The Gwent Public Services Board agreed that each statutory partner organisation (excluding the lead organisation BGCBC, who will provide support in-kind) provides a nominal financial contribution to support the development and operation of the Scrutiny Committee.
- 4.1 The anticipated costs were £15,000 and it was agreed that these costs would be shared equally by the seven organisations (i.e. Caerphilly County Borough Council, Monmouthshire County Council, Newport City Council, Torfaen County Borough Council, South Wales Fire and Rescue Service, Natural Resources Wales and Aneurin Bevan University Health Board) each organisation paying a sum of £2,140.

5 Draft Terms of Reference

- 5.1 At the Workshop session on 29th March 2023, a range of options were presented to the Scrutiny Committee Members for consideration to develop the Terms of Reference and governance arrangements of the Gwent Public Services Board Scrutiny Committee. The Draft Terms of Reference attached at Appendix 1.
- 5.2 At the Workshop session Members recommended that the Chairperson be appointed annually and rotated alphabetically by Local Authority / Organisation; and that the Vice-Chair also be appointed annually, rotated alphabetically from a different Local Authority / Organisation to the Chairperson
- 5.3 It was further recommended that the Scrutiny Committee meetings are offered on a hybrid basis, with the option to hold the meetings in other Local Authority areas. It should be noted that if meetings are held in other Local Authority areas, the support arrangements for that meeting for the use of the systems within that Local Authority would need to be provided by the democratic services staff of that council, adhering to individual council's Multi Location Meetings Policies.

6 Recommendations

- 6.1 It is recommended that the Gwent Public Services Board Scrutiny Committee:
 - (i) Consider and agree the Draft Terms of Reference (Appendix 1);
 - (ii) Agree that the Chairperson for the first year (June 2023 – May 2024) would be a nominated representative from Blaenau Gwent County Borough Council;
 - (iii) Agree that the Vice-Chairperson for the first year (June 2023 – May 2024) would be a nominated representative from Caerphilly County Borough Council; and
 - (iv) That meetings will be held on a hybrid basis, taking into consideration the detail in paragraph 5.3.



- 6.2 Following agreement of 6.1 (iv), the Committee to agree the venue for the next meeting of the Gwent Public Services Board Scrutiny Committee scheduled to be held on 6th September 2023.

Background Documents

Appendix 1 – Gwent Public Services Board Draft Terms of Reference