

Meeting of:	Live Well Scrutiny Committee
Date of Meeting:	Tuesday, 08 July 2025
Relevant Scrutiny Committee:	Live Well Scrutiny Committee
Report Title:	Task and Finish Review Activity
Purpose of Report:	To determine Task and Finish Review activity for the Live Well Scrutiny Committee.
Report Owner:	Director of Corporate Resources
Responsible Officer:	Amy Rudman, Principal Democratic and Scrutiny Services Officer
Elected Member and Officer Consultation:	Director of Environment and Housing Operational Manager - Healthy Living and Performance
Policy Framework:	This report is in accordance with the recommendations of the Audit Wales (formerly Wales Audit Office) Democratic Renewal report and follows a review of the Council's scrutiny function.
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The report requests Members to consider items and topics of investigatory group work (Task and Finish Review) for the Live Well Scrutiny Committee. • Suggestions were requested from members of the Committee at its meeting held on 27th May 2025, as well as after the meeting via email. • Officers have assessed all suggestions and proposed 1 possible review to be considered for progression. This aligns closely to current Council priorities and Corporate Plan – Vale 2030, as well as being considered achievable within the 12-week Task and Finish Review cycle. • The proposed suggestion being: <ol style="list-style-type: none"> 1. Equal Opportunities and Accessibility in the Sports and Leisure Sector for Underrepresented Groups. <p>The Scrutiny Committee is therefore requested to agree the suggested review.</p> • In addition, the Committee is requested to confirm and agree the size and membership of the Task and Review Group. The suggested number of members on a Task and Finish Review Group is 6, but a lower or higher number can be accommodated based on the wishes of the Scrutiny Committee, with the Chair decided by the “home” Scrutiny Committee. Ideally the Task and Finish Review Group would have representation from all political groups and any relevant Co- 	

Opted Members. Where practicable, political balance is encouraged; which for a group of 6 would be 3 Members of Labour Group, plus 1 Member each from Llantwit First, Conservative Party and Plaid Cymru groups.

- The Committee is also asked to determine if representation from any interested parties outside of the organisation would have merit.
- Once the review topic and membership has been agreed, Democratic Services will prepare a schedule of meetings, with it being envisioned for a review to be completed within 12 weeks. This will exclude the summer recess.
- It is planned that the first meeting of the Task and Finish Review Group will include appointment of Chair and Vice-Chair. The first meeting will also include consideration of a full scope of how the review will be completed. The Group will also be asked to consider the most appropriate time for it to meet and any expert witnesses that it would like to call to provide evidence, guidance and to answer queries.
- At the conclusion of the review, a subsequent report and recommendations would be fed back to the relevant Cabinet Member(s), home Scrutiny Committee(s) and Cabinet for consideration.

Recommendations

1. T H A T the Scrutiny Committee agrees the Task and Finish Review (deep dive investigation) as set out in paragraph 2.2 of the report.
2. T H A T the size, composition and membership of the Task and Review Group be agreed.

Reasons for Recommendations

1. To agree the Task and Finish Review Group topic for the Live Well Scrutiny Committee.
2. To agree the size, composition and membership of the Task and Review Group of the Live Well Scrutiny Committee.

1. Background

- 1.1 On 10th April 2025, Cabinet agreed proposals for new Scrutiny arrangements to take affect for the 2025/26 Municipal year and which were aligned to the new objectives contained within the Council’s new Corporate Plan – Vale 2030. A copy of the Cabinet report can be found in the following link:
[https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2025/25-04-10/Reshaping-Scrutiny.pdf](https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2025/25-04-10/Reshaping-Scrutiny.pdf)
- 1.2 The new arrangements were subsequently agreed by Council at its meeting held on 28th April 2025. Which included a new Committee structure as follows:

Committee Name	Corporate Plan Objective	Remits
Start Well	Giving Everyone a Good Start in Life	Schools, Schools Improvement, Post 16 Education and Training, Skills, Additional Learning Needs (ALN), Youth Services, Flying Start/Families First, Play and Welsh (external policy).
Live Well	Supporting and Protecting Those Who Need Us Creating Great Places to Live, Work and Visit	Adult Services, Children and Young People’s Services, Libraries, Arts, Culture, Leisure, Sports, Community Learning, Homelessness, Public Protection and Equalities (external policy).
Place	Creating Great Places to Live, Work and Visit	Economic Development and Regeneration, Tourism, Countryside and Parks, Waste management and cleansing, Highways and Engineering, Planning, Transportation, Climate

Committee Name	Corporate Plan Objective	Remits
	Respecting and Celebrating the Environment	and Nature Emergency, Placemaking and Public and Private Sector Housing.
Resources	Being the Best Council We Can Be	Corporate Policies and Performance, Communication and Participation, Customer Relations, Finance, Procurement, Digital, Property, Human Resources, Equalities (internal policy) and Welsh (internal policy).

- 1.3** During its meeting in May 2025, members of the Scrutiny Committee were asked to put forward suggestions for deep dive investigations of a Task and Finish Review Group. Once collated all suggestions have been subject to a feasibility exercise to ensure that they closely align to Council priorities and corporate objectives. Relevant Officers have been consulted and proposed 1 area of Task and Finish activity that could be progressed. This is shown in paragraph 2.2 of the report.

2. Key Issues for Consideration

- 2.1** Members of the Committee, at its meeting held on the 27th May 2025, were invited to raise any Task and Finish suggestions and/or to provide suggestions to the Chair or supporting Democratic and Scrutiny Services Officer after the meeting via email.
- 2.2** One suggestion was raised at the meeting itself, and subsequently confirmed in writing after the meeting, by Councillor Loveluck-Edwards as follows:
Equal Opportunities and Accessibility in the Sports and Leisure Sector for Underrepresented Groups.
Including a focus on disabled persons and female service user participation levels to help mitigate inactivity and poor health in both young and mature service users. As well as looking at both informal or organised sport to help reduce sedentary lifestyles and increase social participation, that in turn can reduce feelings of anxiety and loneliness.
- 2.3** The Director of Environment and Housing was subsequently sighted on the request and the Operational Manager for Healthy Living and Performance invited to consider the request for progression. It was subsequently deemed that the request aligned closely to current Council priorities, the Vale 2030 Corporate Plan and considered achievable within the 12- week cycle.
- 2.4** The Live Well Scrutiny Committee is therefore requested to agree the suggested review.
- 2.5** In addition, the Committee is requested to confirm and agree the size and membership of the Task and Review Group. The suggested number of members

on a Task and Finish Review Group is between 4 and 8, but a higher number can be accommodated based on the wishes of the Scrutiny Committee, with the Chair decided by the “home” Scrutiny Committee. Ideally the Task and Finish Review Group should have representation from all political groups and relevant Co-Opted Members. Where practicable, political balance is encouraged; which for a group of 6 would be 3 Members of Labour Group, plus 1 Member each from Llantwit First, Conservative Party and Plaid Cymru groups.

- 2.6** The Committee is also asked to determine if representation from any interested parties outside of the organisation would have merit to leverage the expertise of officers, partners, wider stakeholders alongside evidence and insight from the people of the Vale of Glamorgan who will be invited and encouraged to participate as expert witnesses and share their lived experiences.
- 2.7** Once the review topic and membership has been agreed, Democratic Services will prepare a schedule of meetings, with it being envisioned for a review to be completed within 12 weeks. This will exclude the summer recess.
- 2.8** It is planned that the first meeting of the Task and Finish Review Group will include appointment of Chair and Vice-Chair. The first meeting will also include consideration of the groups Terms of Reference of how the review will be completed. The Group will also be asked to consider the most appropriate time for it to meet and any expert witnesses that it would like to call to provide evidence, guidance and to answer queries.
- 2.9** The proposed timeline guidance, which may be subject to change dependent upon the scope of the work, is outlined below:

Week	Stage	Stage Description
Pre	Initiation	Identification of topic based; sourced from areas such as performance, Reshaping, Corporate Plan, audit reports and Members interests.
1	Start up	Appoint Members, agree meeting dates, Members ways of working and Terms of Reference.
2-3	Planning and Scoping	Agree key outcomes, action points, evidence collation, including wider stakeholders.
4-9	Delivery	Delivery of content of T&F receiving, challenging and sharing information to support direction of travel.
10-12	Concluding Report	Production of final report by T&F Chair, including recommendations, to be considered by the relevant Cabinet Member(s), commissioning Scrutiny Committee and Cabinet.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1** Task and Finish review activities undertaken by the Scrutiny Committees will form a key part of them meeting their Terms of References which are aligned to the Council's Corporate Plan – Vale 2030, which in turn, is aligned to the Wellbeing Goals for Wales.

4. Climate Change and Nature Implications

- 4.1** None as a direct result of this report.

5. Resources and Legal Considerations

Financial

- 5.1** None as a direct result of this report.

Employment

- 5.2** None as a direct result of this report.

Legal (Including Equalities)

- 5.3** None as a direct result of this report.

6. Background Papers

[Cabinet report with new Scrutiny proposal – 10th April 2025](#)