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| Meeting of: | Healthy Living and Social Care Scrutiny Committee |
| Date of Meeting: | Tuesday, 14 January 2020 |
| Relevant Scrutiny Committee: | Healthy Living and Social Care |
| Report Title: | 3rd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2019/20 |
| Purpose of Report: | To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2019/20. |
| Report Owner: | Rob Thomas, Managing Director |
| Responsible Officer: | Amy Rudman, Democratic and Scrutiny Services Officer, 01446 709855 |
| Elected Member and Officer Consultation: | None |
| Policy Framework: | This report is in accordance with the recommendations of the WAO Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function. |
| <p>Executive Summary:</p> <ul style="list-style-type: none"> • The report advises Members of progress in relation to the Scrutiny Committee's recommendations and confirms the updated Work Programme Schedule for 2019/20: <ul style="list-style-type: none"> - 3rd Quarter October to December 2019 (Appendix A) - 2nd Quarter July to September 2019 (Appendix B) - 1st Quarter April to June 2019 (Appendix C) - Updated Work Programme Schedule for 2019/20 (Appendix D). | |

Recommendations

1. That the views of the Committee on the status of the actions listed in Appendices A to C to the report be sought.
2. That the updated Work Programme Schedule attached at Appendix D be approved and uploaded to the Council's website.

Reasons for Recommendations

1. To maintain effective tracking of the Committee's recommendations.
2. For information.

1. Background

- 1.1 An integral part of effective scrutiny is a mechanism for Scrutiny Committees to monitor their recommendations to ensure that desired actions are carried out and where necessary progress is reported back.
- 1.2 The Work Programme Schedule provides a breakdown of reports anticipated to be considered by the Scrutiny Committee over the forthcoming months.

2. Key Issues for Consideration

- 2.1 Appendices A to C attached to this report set out the recommendations of the Scrutiny Committee and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
- 2.2 It is important that decision of Scrutiny Committees are tracked and monitored as failure to do so could result in a risk that recommended courses of action will not be followed and consequently lost. This would undermine the credibility of the scrutiny process.
- 2.3 Members are also requested to confirm approval of the updated Scrutiny Committee Work Programme Schedule attached at Appendix D, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 2.4 The Work Programme has been aligned to the Cabinet Forward Work Programme. The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for Consideration that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee.

With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.

2.5 In response to the recent Wales Audit Office review into Scrutiny, the Council has aimed to deliver an annual scrutiny-drive issues planning process for each Scrutiny Committee. The Committee is therefore asked to closely consider its Forward Work Programme (attached at Appendix D) by identifying:

- The specific areas of interest for the Committee;
- How to engage stakeholders (including Ward Members and the public);
- The most appropriate forms of scrutiny for each (e.g. "task and finish", expert witnesses, site visits, joint approaches to scrutiny, etc.);
- The issues where scrutiny can have the most impact and value to be gained from consideration.

2.6 Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairmen and Vice-Chairmen Group having regard to resource implications and corporate priorities.

2.7 The Work Programme can also be found on the Council's website at the following link: https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny_committees.aspx

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

3.1 The Scrutiny Committees have a responsibility to report annually to the Council their future work programmes.

3.2 Scrutiny Committee forward work programmes are published by the Council which encourages engagement / involvement by the public in the decision making process.

3.3 The Scrutiny Public Participation Guide can be found at <https://www.valeofglamorgan.gov.uk/Documents/Our%20Council/Scrutiny/Guidance/Public-Scrutiny-Booklet.pdf>

3.4 The Scrutiny work programme provides details of the reports / items proposed to be considered by the Committee over the coming year.

4. Resources and Legal Considerations

Financial

4.1 None as a direct result of this report.

Employment

4.2 None as a direct result of this report.

Legal (Including Equalities)

4.3 None as a direct result of this report.

5. Background Papers

Relevant Scrutiny Committee and Cabinet minutes.

Uncompleted Recommendations

3rd Quarter 2019-20

| SCRUTINY DECISION TRACKING FORM HEALTHY LIVING AND SOCIAL CARE SCRUTINY COMMITTEE | | | | |
|---|------------------------------|-----------------------------------|-----------------------|--------|
| Scrutiny Decision (add Minute, Dates and any Ref Number) | Committee/Task and Finish | Lead Officer(s) to Take Action | Progress/Action Taken | Status |

| | | | | |
|---|--------------------------------|--|--|-----------|
| 15 October 2019 | | | | |
| Min. No. 366 – Play Sufficiency Assessment and Action Plan (DEH) – Recommended | Healthy Living & Social Care | | | |
| (2) That the Play Sufficiency Assessment and Action Plan be endorsed for formal adoption by Cabinet. | | | Reference considered at the Cabinet meeting on 16 th December, 2019. (Min. No. C173 refers) The Play Sufficiency Assessment and Action Plan was formally adopted at 5.00 p.m. on Friday, 27 th December, 2019. | Completed |
| Min. No. 368 – Annual Social Services Representations and Complaints Reports 2018/2019 (DSS) – Recommended | Healthy Living & Social Care | | | |
| (2) That the Committee continues to receive an Annual Report in relation to complaints and compliments received by the Social Services Directorate. | | | Added to work programme schedule. | Completed |
| 12 November 2019 | | | | |
| Min. No. 423 – Vale, Valleys and Cardiff Adoption Collaborative Annual Report 2018-18 (DSS) – Recommended | Healthy Living and Social Care | | | |
| (2) That the Committee continues to receive Annual Reports in line with the requirements of the Legal Agreement which underpins the collaborative. | | | Added to work programme schedule. | Completed |
| Min. No. 424 – Development of a Locality Model of Community Mental Health Provision Across the Vale Of Glamorgan (DSS) – Recommended | Healthy Living and Social Care | | | |
| (2) That the Committee’s significant concern over the vulnerability of the current seven AMHPs in employment with the Vale of Glamorgan Council due to transport delays following Mental Health Act Assessments be referred to Cabinet. | | | Reference considered at the Cabinet meeting on 16 th December, 2019. (Min. No. C174 refers) Letter sent to the University Health Board from the Leader and Cabinet Member for Social Care on 23 rd December, 2019. | Completed |

Uncompleted Recommendations

3rd Quarter 2019-20

SCRUTINY DECISION TRACKING FORM HEALTHY LIVING AND SOCIAL CARE SCRUTINY COMMITTEE

| Scrutiny Decision (add Minute, Dates and any Ref Number) | Committee/Task and Finish | Lead Officer(s) to Take Action | Progress/Action Taken | Status |
|---|--------------------------------|-----------------------------------|------------------------------------|-----------|
| Min. No. 428 – 2nd Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2019/20 (MD) – Recommended | Healthy Living and Social Care | | | |
| (2) That the updated work programme schedule attached at Appendix C be approved and uploaded to the Council’s website. | | | Uploaded to the Council’s website. | Completed |
| 11 December 2019 | | | | |
| Min. No. 525 – Corporate Safeguarding Summary Report – November 2019 (REF) – Recommended | Healthy Living & Social Care | | | |
| (2) That Committee continues to receive a six-monthly reference from Cabinet on work being carried out to improve Corporate Safeguarding arrangements and the effectiveness of relevant policies. | | | Added to work programme schedule. | Completed |

Uncompleted Recommendations

2nd Quarter 2019/20

| SCRUTINY DECISION TRACKING FORM HEALTHY LIVING AND SOCIAL CARE SCRUTINY COMMITTEE | | | | |
|---|------------------------------|-----------------------------------|-----------------------|--------|
| Scrutiny Decision (add Minute, Dates and any Ref Number) | Committee/Task and Finish | Lead Officer(s) to Take Action | Progress/Action Taken | Status |

17 September 2019

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|--|--------------------------------|--|---|---------|
| Min. No. 283 – Presentation: Frail Older Persons Pathway and Future of the Sam Davies Ward at Barry Hospital, Cardiff and Vale Health Board – Recommended | Healthy Living and Social Care | | | |
| That both the comments collated as part of the public engagement exercise on frail older persons' pathway care as well as the University Health Board's responses to the collated comments be presented to Committee by the University Health Board following the end of the public consultation exercise. | | | Consultation exercise to conclude on 6 th November, 2019. | Ongoing |
| Min. No. 287 – The Vale of Glamorgan Leisure Strategy (DEH) – Recommended | Healthy Living and Social Care | | | |
| (3) That a cost and availability analysis as to the use of dog enclosures in county and town parks within the Vale of Glamorgan be undertaken. | | | Cabinet, on 21 st October, 2019, resolved [1] That the changes made to the draft Vale of Glamorgan Leisure Strategy as outlined in the reference be noted. [2] That the draft Vale of Glamorgan Leisure Strategy be endorsed. [3] That the recommendation from the Healthy Living & Social Care Scrutiny Committee in that a cost and availability analysis as to the use of dog enclosures in county and town parks within the Vale of Glamorgan be undertaken be referred to the 'Paws in the Vale' initiative with further comments from the initiative to be referred back to the Healthy Living and Social Care Scrutiny Committee in the first instance before being referred to Cabinet. (Min. No. C118 refers) | Ongoing |

Uncompleted Recommendations

1st Quarter 2019-20

Appendix C
Apr – Jun 2019

| SCRUTINY DECISION TRACKING FORM HEALTHY LIVING AND SOCIAL CARE SCRUTINY COMMITTEE | | | | |
|---|------------------------------|-----------------------------------|-----------------------|--------|
| Scrutiny Decision (add Minute, Dates and any Ref Number) | Committee/Task and Finish | Lead Officer(s) to Take Action | Progress/Action Taken | Status |

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|---|------------------------------|--|--|---------|
| 18 June 2019 | | | | |
| Min. No. 48 – Reshaping Services – Adult Day Services Meal Provision (DSS) – Recommended | Healthy Living & Social Care | | | |
| That the report be accepted and the comments of the Committee be included in a final report to Cabinet. | | | Pending report being received by Cabinet | Ongoing |

HEALTHY LIVING AND SOCIAL CARE SCRUTINY COMMITTEE
FORWARD WORK PROGRAMME 2019/20

| MONTH | REPORT TITLE |
|---|---|
| 14 th January, 2020 | <ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • Autistic Spectrum Disorder: Community Monitoring and Support Project Annual Update • Annual Update on the Cardiff and Vale of Glamorgan Regional Partnership Board • Forward Work Programme and 3rd Quarter Decision Tracking • Presentation - 12 Monthly Progress Update: Child and Adolescent Mental Health Service (CAMHS) – Rose Whittle, Directorate Manager, and Community Child Health. • Telecare Services Annual Update |
| 11 th February, 2020 <i>[Off-site Meeting]?</i> | <ul style="list-style-type: none"> • Cogan Wellbeing Hub Annual Update – Presentation by Mr Geoff Walsh UHB • Leisure Management Contract Year 7 Report (Reference from Cabinet) |
| 17 th March, 2020 | <ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • *CFWP – Council Annual Self-Assessment • *CFWP – Vale of Glamorgan Wellbeing Objectives and Improvement Plan (Part 1) • Cardiff and Vale Suicide and Self-Harm Prevention Strategy 2017-2020: 12 monthly update. |
| 21 st April, 2020 | <ul style="list-style-type: none"> • *CFWP – Q3 2019/20 Performance Reporting 2018/19 • Reshaping Services – Adult Day Services Meal Provision (Reference from Cabinet) |
| May 2020 | <ul style="list-style-type: none"> • Forward Work Programme and 4th Quarter Decision Tracking |

Other reports requested by Committee to be added into schedule as and when available.

- Corporate Parenting Panel Minutes (as and when, distributed outside formal committee arrangements)
- Update on how the Council is managing increased demand for Family Support Services (22 Nov 16: Min No 553)
- Vale of Glamorgan Fostering Service (22 Nov 16: Min No 553)
- Regular updates in relation to the performance of the Food Service (08 Dec 16: Min No 593)
- Telecare Service Update (04 Dec 17: Min No 504)

** CFWP – Cabinet Forward Work Programme

- Update report on the “Your Choice” pilot to be presented six months after roll out (15 May 18: Min No 21)
- Reshaping Services: Sustainable approach to a single user outdoor sports facilities update report (10 Jul 18: Min No 135)
- Legacy Leisure’s Marketing Strategy (04 Dec 18: Min No 536)
- Update report on Corporate Plan Action AH16 - Undertake an Annual Programme of Targeted Inspections at Premises Undertaking Commercial Activities that Affect Vulnerable People be provided (05 Mar 19: Min No 808)
- Residential Homes Working Group to be established (18 Jun 19: Min No 50)
- Report on Membership of Leisure Management Contract – Members Working Group.

Presentations

- The Cardiff and Vale Dementia Strategy 2017-2027 – Dr. Suzanne Wood, Consultant in Public Health Medicine (15 Jul 19: Min No 151)
- Frail Older Person’s Pathway and Future of the Sam Davies Ward at Barry Hospital – Abigail Harris (via Ann Wei), Cardiff and Vale Health Board (17 Sept 19).
- 6 Monthly Progress Update: Mrs. R. Whittle, Clinical Lead – Child and Adolescent Mental Health Service (CAMHS) (06 Nov 18: Min No 465) **(Nov + May)**

Annual

- Vale of Glamorgan Annual Report 20**/20**. **(Sept).**
- Scrutiny Committees’ Draft Annual Report. **(Sept).**
- Closure of Accounts. **(July).**
- Initial Capital Programme Budget Proposals. **(Dec).**
- Initial Revenue Programme Budget Proposals. **(Dec).**
- Vale of Glamorgan Wellbeing Objectives/Improvement Plan (Part One) (including target setting and service plans 2019/20). **(Mar).**
- Tenant Engagement Strategy. **(Jun).**
- Corporate Safeguarding Annual Report **(Jun)** (Reference from Cabinet).
- The Vale Family Information Service Update **(Jun)**
- Families First Update **(July)**
- Children and Young People Services Placement Review **(July)**
- Social Services Representations and Complaints Reports **(Oct)**
- Report of The Vale, Valleys and Cardiff Regional Adoption Collaborative **(Nov)**
- Autistic Spectrum Disorder Report of the Adult Autism Team **(Nov)**
- Cardiff and Vale of Glamorgan Regional Partnership Board Update **(Jan)**
- Cogan Wellbeing Hub Update **(Jan)**
- Cardiff and Vale Suicide and Self-Harm Prevention Strategy 2017-2020 Update **(Jun)**
- Support for Carers in the Vale of Glamorgan **(Jun)**

** CFWP – Cabinet Forward Work Programme

Biannual

- Corporate Safeguarding Mid-Year Report. **(Dec)** (Reference from Cabinet).

Quarterly

- 1st Quarter [Apr, May & June] Decision Tracking and Forward Work Programme. **(July)**.
- 2nd Quarter [July & Sept] Decision Tracking and Forward Work Programme. **(Oct)**.
- 3rd Quarter [Oct, Nov & Dec] Decision Tracking and Forward Work Programme. **(Jan)**.
- 4th Quarter [Jan, Feb & Mar] Decision Tracking and Forward Work Programme. **(May)**.
- Quarter 1 [Apr, May & June] Performance Report: An Active and Healthy Vale. **(Oct)**.
- Quarter 2 [July & Sept] Performance Report: An Active and Healthy Vale. **(Dec)**.
- Quarter 3 [Oct, Nov & Dec] Performance Report: An Active and Healthy Vale. **(Mar)**.

Infrequent

- Cabinet References.
- Revenue and Capital Monitoring Reports.
- Requests for Consideration.
- Cabinet Call-in.

NB The schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.

**** CFWP – Cabinet Forward Work Programme**