

Meeting of:	Healthy Living and Social Care Scrutiny Committee
Date of Meeting:	Tuesday, 17 September 2019
Relevant Scrutiny Committee:	Healthy Living and Social Care
Report Title:	1st 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"> - 1st Quarter April to June 2019 (Appendix A) - 2018-19 Uncompleted (Appendix B) - Updated Work Programme Schedule for 2019/20 (Appendix C). 	

Recommendations

1. That the views of the Committee on the status of the actions listed in Appendices A and B to the report be sought.
2. That the updated Work Programme Schedule attached at Appendix C 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 and B 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 C, 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 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.
- 2.6 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

1st 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

18 June 2019				
Min. No. 47 – Annual Report of the Director of Social Services 2018-2019 - Challenge Version (DSS) – Recommended	Healthy Living & Social Care			
That the report be noted and the comments made at the Committee be reflected in the final report.			Final report version presented to Cabinet on 15 th July 2019 including Scrutiny Committee's comments (confirmation at para 2.4) (Min No. C48 refers)	Completed
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.			Report scheduled for Cabinet in October 2019.	Ongoing
Min. No. 49 – Support for Carers in the Vale of Glamorgan (DSS) – Recommended	Healthy Living & Social Care			
(2) That the report be referred to Learning and Culture Scrutiny Committee to note the work in respect of young carers and to consider the support required for young carers.			Learning and Culture Scrutiny Committee, at its meeting on 18 th July, 2019 recommended that the Cabinet reference and report regarding Support for Carers in the Vale of Glamorgan be deferred to the next meeting scheduled for 19 th September 2019. (Min No 170 refers)	Ongoing
(5) That the Committee receives a report on support for Carers in the Vale of Glamorgan on an annual basis.			Report added to Committee's forward work programme as an annual item for June 2010.	Completed
Min. No. 50 – 4th Quarter Scrutiny Decision Tracking of Recommendations and Proposed Work Programme Schedule 2019/20 (MD) – Recommended	Healthy Living & Social Care			
(2) That the revised Vale of Glamorgan Leisure Strategy be added to the Committee's Work Programme and the status deemed as completed as a result.			Added to work programme schedule.	Completed
(3) That the Forward Work Programme be amended as outlined above and uploaded to the Council's website including the additions agreed at the meeting.			Forward work programme updated and uploaded to the Council's website.	Completed

Uncompleted Recommendations

2018-19

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

05 February 2019

Min. No. 718 - Corporate Safeguarding Mid-Year Report (REF) – Recommended	Healthy Living & Social Care			
(2) That congratulations be sent to those staff nominated at the Safeguarding Awards evening held on 16 th November, 2018.			Congratulations were passed on to the Vale employees who received awards and preparations are now underway for the next Awards evening.	Completed

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

MONTH	REPORT TITLE
17 th September, 2019	<ul style="list-style-type: none"> • Children and Young People Services Annual Placement Review • CFWP – Reshaping Services: Daytime Opportunities for Older People (Reference). • CFWP - Corporate Safeguarding Annual Report (Reference). • Forward Work Programme and 1st Quarter Decision Tracking. • The Vale of Glamorgan Leisure Strategy • Presentation – Frail Older Person’s Pathway and Future of the Sam Davies Ward at Barry Hospital – Abigail Harris, Cardiff and Vale Health Board.
15 th October, 2019	<ul style="list-style-type: none"> • Presentation - 6 Monthly Progress Update: Child and Adolescent Mental Health Service (CAMHS) – Ross Whittle, Directorate Manager, and Community Child Health (possibly move to November as raised at July Agenda Con). • *CFWP – Revenue and Capital Monitoring • *CFWP – Q1 2019/20 Performance Report • Annual Report on Complaints and Compliments received by Social Services • Leisure Management Contract – Extension • Report on Membership of Leisure Management Contract – Members Working Group. • Forward Work Programme and 2nd Quarter Decision Tracking. • Play Sufficiency • Deprivation of Liberty Safeguards. • Service User and Carer Consultation – Annual Programme of Consultative Activity • Corporate Strategy for Children who need Care and Support 2019-23: Consultation Document
12 th November, 2019	<ul style="list-style-type: none"> • Annual Report of The Vale, Valleys and Cardiff Regional Adoption Collaborative • Scrutiny Committees’ Draft Annual Report • Development of a Locality Model of Community Mental Health Provision across the Vale of Glamorgan. • Integrated Family Support Service Annual Report. • Presentation - Children and Adolescent Mental Health Service:12 month progress report, Rose Whittle

** CFWP – Cabinet Forward Work Programme

11 th December, 2019	<ul style="list-style-type: none"> • *CFWP – Initial Capital Programme Budget Proposals • *CFWP – Initial Revenue Programme Budget Proposals • Q2 2019/20 Performance Report • Leisure Management Contract Year 7 Report (Reference from Cabinet) • Corporate Safeguarding Mid-Year Report (Reference from Cabinet)
14 th January, 2020	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • Improvement Objectives Part 1 / Corporate Plan • Cogan Wellbeing Hub annual update – Mr Geoff Walsh UHB • Autistic Spectrum Disorder: Adult Autism Team annual update • Cardiff and Vale of Glamorgan Regional Partnership Board annual update • Forward Work Programme and 3rd Quarter Decision Tracking
11 th February, 2020	<ul style="list-style-type: none"> • Telecare Services Annual Update
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
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)
- Update report on the “Your Choice” pilot to be presented six months after roll out (15 May 18: Min No 21)

** CFWP – Cabinet Forward Work Programme

- Reshaping Services: Sustainable approach to a single user outdoor sports facilities update report (10 Jul 18: Min No 135)
- Vale of Glamorgan Leisure Strategy – Amended version (06 Nov 18: Min No 466) (18 Jun 19: Min No 50)
- Leisure Management Contract Year 7 Report (04 Dec 18: Min No 536)
- 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)
- IFSS (Integrated Family) Report [To Be Confirmed for November 2019]
- Residential Homes Working Group to be established (18 Jun 19: Min No 50)
- Presentation - the Cardiff and Vale Dementia Strategy 2017-2027 – Dr. Suzanne Wood, Consultant in Public Health Medicine (15 Jul 19: Min No 151)
- Presentation – 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.

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)**
- Report on Complaints and Compliments received by Social Services **(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)**

Biannual

- Corporate Safeguarding Mid-Year Report. **(Dec)** (Reference from Cabinet).
- 6 Monthly Progress Update: Mrs. R. Whittle, Clinical Lead – Child and Adolescent Mental Health Service (CAMHS) (06 Nov 18: Min No 465) **(Nov + May)**

** CFWP – Cabinet Forward Work Programme

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**