

Meeting of:	Healthy Living and Social Care Scrutiny Committee
Date of Meeting:	Tuesday, 12 November 2019
Relevant Scrutiny Committee:	Healthy Living and Social Care
Report Title:	2nd 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"> - 2nd Quarter July to September 2019 (Appendix A) - 1st Quarter April to June 2019 (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 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 C) 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

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

15 July 2019				
Min. No. 151 – Presentation - The Cardiff and Vale Dementia Strategy 2017-2027 – Recommended	Healthy Living & Social Care			
(2) That the Committee continues to receive updates regarding the delivery of the Cardiff and Vale Dementia Strategy 2017-27.			Added to work programme schedule.	Completed
Min. No. 154 – Revenue and Capital Monitoring for the Period 1st April to 31st May 2019 (DSS) – Recommended	Healthy Living & Social Care			
(2) That the concerns of the Committee regarding unrealistic allocation of funding to both the Children and Young People and Adult Services budgets, as set out in the minutes above, be referred to Cabinet for its consideration.			Cabinet, on 9 th September, 2019, resolved that the concerns of the Healthy Living and Social Care Scrutiny Committee regarding unrealistic allocation of funding to both the Children and Young People and Adult Services budgets, as set out in the minutes above, be noted. (Min. No. C81 refers)	Completed
Min. No. 156 – Families First 2018-19 Annual Report (DSS) – Recommended	Healthy Living & Social Care			
(4) That a briefing note be emailed to all 47 Elected Members of the Council informing them of the new flexible funding arrangements implemented by Welsh Government into the Children and Communities Grant (C&C) Grant.			Minute approved for actioning by the Prevention and Partnership Manager on 12 th August, 2019. Briefing note e-mailed to all Elected Members on 4 th September 2019.	Completed
Min. No. 157 – Family Information Service Annual Report 2018/19 (DSS) – Recommended	Healthy Living & Social Care			
(2) That the Scrutiny Committee continues to receive annual updates on the Family Information Service.			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

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. 285 – Reshaping Services – Day Time Opportunities for Older People (REF) – Recommended	Healthy Living and Social Care			
(2) That the results of the consultation review concluding on 4 th October, 2019 be presented to Committee.			Consultation update report presented to the Committee meeting on 12 th November, 2019.	Completed
Min. No. 284 – Children and Young People Services Annual Placement Review (DSS) – Recommended	Healthy Living and Social Care			
(2) That the Committee receive regular updates through existing reporting arrangements, including the monthly budget programme report and six monthly activity reports reflecting work undertaken beginning in March 2020.			Added to work programme schedule.	Completed
(3) That the Committee receive a further Annual Placement Review Report in September 2020.			Added to work programme schedule.	Completed
(4) That the report be referred to the Learning and Culture Scrutiny Committee.			The Learning and Culture Scrutiny Committee at its meeting on 17 th October, 2019, noted the report. (Min. No. refers)	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
Min. No. 287 – The Vale of Glamorgan Leisure Strategy (DEH) – Recommended	Healthy Living and Social Care			
(2) That the draft Vale of Glamorgan Leisure Strategy be presented to Cabinet for approval.		}	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)	Completed
(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.				Ongoing
Min. No. 288 – 1st 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.			Work programme schedule uploaded to the Council's website.	Completed

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. 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
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) The Committee's comments were considered by the Learning and Culture Scrutiny Committee at its meeting on 19 th September, 2019. (Min. No. 305 refers)	Completed

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

MONTH	REPORT TITLE
12 th November, 2019	<ul style="list-style-type: none"> • Draft Vale of Glamorgan Council Corporate Plan 2020-25 (reference from 21st Oct Cabinet) • Annual Report of The Vale, Valleys and Cardiff Regional Adoption Collaborative • Development of a Locality Model of Community Mental Health Provision across the Vale of Glamorgan. • Integrated Family Support Service Annual Report. • Forward Work Programme and 2nd Quarter Decision Tracking. • Reshaping Services – Day Time Opportunities for Older People- Consultation Update. • Wales Audit Office Follow Up Review: Delivering with less – Environmental Health Services (Vale of Glamorgan)
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 – Extension (reference from Cabinet) • Corporate Safeguarding Mid-Year Report (Reference from Cabinet) • Presentation - 12 Monthly Progress Update: Child and Adolescent Mental Health Service (CAMHS) – Rose Whittle, Directorate Manager, and Community Child Health. • Report on Membership of Leisure Management Contract – Members Working Group.
14 th January, 2020 [Off-site Meeting]	<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 • Leisure Management Contract Year 7 Report (reference from Cabinet) • Reshaping Services – Adult Day Services Meal Provision (reference from Cabinet)

** CFWP – Cabinet Forward Work Programme

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)
- 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)

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)**

** CFWP – Cabinet Forward Work Programme

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).

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)**.

** CFWP – Cabinet Forward Work Programme

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**