

## APPENDIX A – CASSC Correspondence Schedule, as at 26 November 2015

Date Sent	Sent to	Topic	Comments and Recommendations Made	Date reply received	Response Received
10 July 2015	Christine Salter	<p><b>Evaluation process for proposed savings 2016/17</b></p> <p><b>Scrutiny Budget Monitoring</b></p>	<p><i>'Members have understandable concerns that the process for evaluating proposed budget savings is not fit for purpose.'</i></p> <p><i>'Members therefore seek assurance from you that the process for evaluating savings proposals for 2016/17 onwards will be improved, in order that there is less 'optimism bias' and more credibility that savings are achievable.'</i></p> <p><i>'Members would like to receive monthly budget monitoring reports, which we will consider prior to committee and only schedule for committee attention where this is really required.'</i></p>	Not received	<b>Not Received</b>
17 September 2015	Cllrs Elsmore and De'Ath	<b>Older People Item, including pre-decision of Local Ageing Well Plan</b>	<ul style="list-style-type: none"> <li>• <i>Recommendation - that a commitment be given at Cabinet to review the Delivery Plan in the next two months to ensure the Plan clearly addresses the following:</i> <ul style="list-style-type: none"> <li>- <i>The need to better reflect the range of work underway across the Council and partners, for example work re transport and planning, in order to better demonstrate how we are meeting the requirements of being an Age-Friendly city</i></li> <li>- <i>The need to tackle health inequalities in Cardiff</i></li> <li>- <i>The need to increase ethnic minority inclusion in service up-take</i></li> <li>- <i>The requirements of the Social Services and Well Being Act 2014</i></li> </ul> </li> </ul>		<b>Response awaited</b>

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			<ul style="list-style-type: none"> <li>- <i>The need to include clear and measurable outcomes, with appropriate targets that require services to 'step up' to the challenge of improving the lives of Older People in Cardiff</i></li> <li>- <i>The need to include details of those responsible for delivering the above, including the service areas responsible and partner organisations responsible.</i></li> <li>• <i>Recommendation - that Councillor Elsmore and Councillor Patel task housing and planning officers to meet, as a matter of urgency, to scope the policy tools that are available to enhance the provision of older person's housing in the private sector in Cardiff.</i></li> <li>• <i>Request for information – the revised Local Ageing Well Plan be shared with this Committee, in December 2015</i></li> <li>• <i>Request for information – the Andrew Cousins report on Adult Social Care and the terms of reference for this work, for 7 October 2015 committee meeting.</i></li> </ul>		
	Cllr Elsmore	<b>Street Homelessness</b>	<ul style="list-style-type: none"> <li>• <i>Request for a briefing on the impact of changes to housing benefit entitlement for under 25 year olds, to be provided once these are known</i></li> <li>• <i>Request for information on how officers will assess local connection and the criteria that will be used to determine local connection, to be supplied in your response</i></li> <li>• <i>Request for details of the characteristics of 60 known rough sleepers in August 2015 in Cardiff, to be supplied in your response.</i></li> <li>• <i>Members are due to consider housing and homelessness issues at Committee on 2 March</i></li> </ul>	6/11/15	<b>Response Received and attached in full at Appendix B</b>

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			<p><i>2016, including the use of the private rented sector and the impact of other measures in the Housing (Wales) Act 2014. At this meeting, Members would like to receive an update on the work to address street homelessness in Cardiff as detailed above, with regard to EEA nationals, care leavers, remodelling the Gateway and increasing resources.</i></p>		
9 October 2015	Cllr De'Ath	<b>Call-In Re-declaration of Additional Licensing Scheme in Cathays</b>	<ul style="list-style-type: none"> <li>• <i>Recommendation that the timing of future consultations aimed at the Cardiff student population be timed to occur between Mid-September – Early May.</i></li> <li>• <i>Recommendation that the results of consultation exercises be reviewed by officers and, where a particularly low level of responses is received, officers seek to undertake further work to boost participation levels.</i></li> <li>• <i>Recommendation that, where the results of consultation exercises indicate clear, majority opposition to a proposal by a particular segment of stakeholders, such as the Cardiff Landlords Forum, officers seek to undertake further engagement with the segment of stakeholders.</i></li> <li>• <i>Recommendation that thought be given to how the consultation and engagement process can be used to boost partnership working with key stakeholders.</i></li> <li>• <i>Recommendation that the Council takes the lead in educating landlords on the various types of licensing and how the different schemes interact.</i></li> <li>• <i>Recommendation that officers reflect on the lessons emerging from the last five years of the additional licensing scheme operating in Cathays and use these to improve performance over the next five years.</i></li> <li>• <i>Item scheduled for 2 March 2016 Committee</i></li> </ul>		<b>Response Awaited</b>

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			<p><i>meeting that covers private sector housing, including the Corporate Plan commitments with regard to additional licensing and Rent Smart Wales, as well as other aspects of the Housing (Wales) Act 2014, and we look forward to further exploring these with you and other witnesses.</i></p>		
5 November 2015	Cllr Elsmore	<p><b>Reshaping Adult Social Care</b></p> <p><b>Day Opportunities Strategy</b></p>	<ul style="list-style-type: none"> <li>• <i>To receive the narrative for Adult Social Care, once it has been discussed and agreed by the Improvement Board, and at an appropriate point</i></li> <li>• <i>To receive the findings of Andrew Cozens work on partnerships</i></li> <li>• <i>To have a continued dialogue with you on how this Committee can work constructively to support the improvement of Adult Social Care</i></li> <li>• <i>To receive details of the metrics to be used to capture the impact of the improvement work</i></li> <li>• <i>To receive details of the work to ensure there is no duplication regarding meetings or paperwork</i></li> <li>• <i>To receive the Day Opportunities Strategy consultation schedule at Committee at the time the final proposal is brought back to Committee.</i></li> <li>• <i>To receive assurance about the numbers of clients who will be using the proposed centre at any one time and the views on this of experts in working with dementia clients.</i></li> </ul>	25/11/15	<p><b>Response Received and attached in full at Appendix B</b></p>