

APPENDIX A – CASSC Correspondence Schedule, as at 29 December 2015

Date Sent	Sent to	Topic	Comments and Recommendations Made	Date reply received	Response Received
10 July 2015	Christine Salter	<p>Evaluation process for proposed savings 2016/17</p> <p>Scrutiny Budget Monitoring</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	Not Received
17 September 2015	Cllrs Elsmore and De'Ath	Older People Item, including pre-decision of Local Ageing Well Plan	<ul style="list-style-type: none"> • <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"> - <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> - <i>The need to tackle health inequalities in Cardiff</i> - <i>The need to increase ethnic minority inclusion in service up-take</i> - <i>The requirements of the Social Services and Well Being Act 2014</i> 		Response received and attached in full at Appendix B

Date Sent	Sent to	Topic	Comments and Recommendations Made	Date reply received	Response Received
			<ul style="list-style-type: none"> - <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> - <i>The need to include details of those responsible for delivering the above, including the service areas responsible and partner organisations responsible.</i> • <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> • <i>Request for information – the revised Local Ageing Well Plan be shared with this Committee, in December 2015</i> • <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> 		
9 October 2015	Cllr De'Ath	Call-In Re-declaration of Additional Licensing Scheme in Cathays	<ul style="list-style-type: none"> • <i>Recommendation that the timing of future consultations aimed at the Cardiff student population be timed to occur between Mid-September – Early May.</i> • <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> • <i>Recommendation that, where the results of consultation exercises indicate clear, majority opposition to a proposal by a particular segment of</i> 		Response Awaited

Date Sent	Sent to	Topic	Comments and Recommendations Made	Date reply received	Response Received
			<p><i>stakeholders, such as the Cardiff Landlords Forum, officers seek to undertake further engagement with the segment of stakeholders.</i></p> <ul style="list-style-type: none"> • <i>Recommendation that thought be given to how the consultation and engagement process can be used to boost partnership working with key stakeholders.</i> • <i>Recommendation that the Council takes the lead in educating landlords on the various types of licensing and how the different schemes interact.</i> • <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> • <i>Item scheduled for 2 March 2016 Committee 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> 		
8 December 2015	Cllr Elsmore	Performance Issues	<ul style="list-style-type: none"> • <i>How are performance indicator intervention levels set for Adult Social Care indicators and Communities & Housing indicators?</i> • <i>How is the RAG status of each indicator determined?</i> • <i>Is the RAG status for HLS/014 correct, as Members would have expected it to be marked as Red given that Q2 performance is 94 days against a Q2 target of 80 days?</i> • <i>With regard to 2015/16 DFG budget, did this include additional monies to deal with the backlog from 2014/15?</i> • <i>With regard to 2015/16 DFG budget, how much of</i> 		Response awaited

Date Sent	Sent to	Topic	Comments and Recommendations Made	Date reply received	Response Received
			<p><i>this year's budget is already spent or committed? Are we suspending cases this year due to budget shortfall and, if so, how many cases?</i></p> <ul style="list-style-type: none"> • <i>What performance information is being kept regarding homelessness, in the absence of Welsh Government guidance?</i> • <i>Why is the 2015/16 target for SCAL23 65% when outturn last year was 78.04%?</i> <p><i>Members have decided to undertake their second 'deep dive' on the care pathway and care management. This follows consideration of performance trends, Quarter One and Two performance results, discussions with relevant Directors and work taking place elsewhere to drive improvement. I have asked the Scrutiny Officer to begin scoping this work with a view to undertaking the deep dive in early 2016. I will ensure you are kept updated on this work.</i></p> <p><i>Finally, Members have decided to scrutinise the Quarter Three performance report at Full Committee in order to publically demonstrate the Committee holding to account those responsible for performance. It is anticipated that this will be scheduled for the March committee meeting; relevant Cabinet Members, Directors and Assistant Directors will be invited.</i></p>		