

APPENDIX A – CASSC Correspondence Schedule, as at xx 2016

Date Sent	Sent to	Topic	Comments and Recommendations Made	Date reply received	Response Received
10 June 2016	Cllr Elsmore	Quarter 4 performance report	<ul style="list-style-type: none"> • <i>Thanks to officers for providing additional information requested prior to the meeting, which usefully helped to focus discussion at the meeting</i> • <i>Members wish to receive indicators for discretionary disabled adaptation grants below £3K and for both short term voids and longer term voids.</i> • <i>Members recommend that staff and contractors be reminded of their responsibilities to follow the agreed process to close an emergency repair once it is made safe.</i> 		<p>'will be made available in future performance reports'</p> <p>'Please be assured that Staff and Contractors are fully aware of their responsibilities.... regular meetings take place with contractors and accurate recording and reporting .. is high on the agenda'</p>
8 July 2016	Cllr Hinchey	Corporate Safeguarding Report	<ul style="list-style-type: none"> • <i>Reflect on whether Board representatives are at the right level to effect changes in behaviours and practices across their Directorates, and take appropriate action to ensure the right people are on the Board.</i> • <i>Amend the Council's website to clearly signpost the public to the Local Safeguarding Children's Board and Local Safeguarding Adults Board, with hyperlinks to appropriate websites for these Boards.</i> • <i>Provide more contextual information in the report, including definitions and the scale and scope of the various types of safeguarding issues in Cardiff.</i> 		<p>'I welcome the Committee's comments and observations which reflect the discussion in Committee and the high degree of consensus between us all about areas where the report could be strengthened and about pace and impact. I am happy to accept your recommendations and will ensure both that appropriate changes to the</p>

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			<ul style="list-style-type: none"> • <i>Provide more information in the governance section of the report to better detail the linkages between Cardiff Council's various safeguarding mechanisms, including the Corporate Parenting Advisory Committee and the regional safeguarding boards – both in terms of responsible officers and in terms of operational practice - so that a reader with no prior knowledge of the governance structure can clearly understand the role of each body and the linkages and relationships between them.</i> • <i>Include details of how the Corporate Safeguarding Board will link with the National Safeguarding Board, which has a role in leading policy and practice developments as well as advising Welsh Government.</i> • <i>Provide more information on how the quarterly reports from Directorates will be used by the Board to monitor performance and take action as required.</i> • <i>Amend the Action Plan to make it explicit that appropriate actions relate to adult safeguarding as well as children's safeguarding.</i> • <i>Include an action in the Action Plan to prepare safeguarding training for the intake of new Members' following the elections in May 2017.</i> • <i>Raise with the new Monitoring Officer the need for safeguarding training to be rated as at least essential if not mandatory for all Members.</i> 		<p>report are made and that the Board addresses the substantive issues going forward.'</p>

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8 July 2016	Cllr Elsmore	Cardiff Housing Strategy	<ul style="list-style-type: none"> • <i>Congratulations to officers for producing an evidence based, comprehensive, whole system approach strategy.</i> • <i>Obvious hard work, thought, planning and organisation, coupled with the assurances given at Committee, helps to give confidence that officers are able to deliver the many actions in the strategy, with the resources currently available.</i> • <i>Members recognise that the strategy will require extensive partnership working to deliver the actions and believe that involving partners at the start of the process can only aid this.</i> • <i>Recommend that the strategy more fully references the Black and Minority Ethnic communities in Cardiff and the work that will be undertaken to ensure their specific housing needs are assessed and planned for.</i> • <i>Recommend that reference be made in the Equalities section of the strategy to the Council's Strategic Equality Plan 2016-2020.</i> • <i>Recommend that it be made clear that 4,220 affordable homes will be provided over the 5 years of the strategy, rather than the life of the LDP.</i> • <i>Recommend that reference be made in the strategy to the fact that the design of housing and of estates is critical to ensuring high quality, sustainable affordable housing that</i> 		<p>'..have passed on your congratulations to officers'</p> <p>Currently consulting with a wide range of partners and will take on their views on board before finalising the document.</p> <p>'reference will be included to the findings contained in the Local Housing Market Assessment on the housing needs of BME communities and links to actions in the strategy will be made clear'</p> <p>The Equalities 'section will be updated to include such reference in the final draft'</p> <p>The number and timing will be clarified in the final draft.</p> <p>'the views of the Committee will be passed on to colleagues in planning and those</p>

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			<p><i>residents wish to live in and that contribute to resilient communities.</i></p> <ul style="list-style-type: none"> • <i>Members note that the main risk to the Council, arising from the proposals in the Strategy, is a likely increase in void properties as under-occupation initiatives start to work, as these properties often require considerable work to bring them to a lettable standard. Members also note that the cost of these voids is small when compared with the cost of providing similar houses as new.</i> 		<p>working on the Housing Partnership programme sites. Officers will work with planning colleagues to ensure this concern is reflected in the final draft document'.</p>
11 July 2016	Cllr Bradbury	Communities First	<ul style="list-style-type: none"> • <i>Communities First work is obviously making a difference to those who participate in the events and, in a lot of cases, to their families and neighbourhoods.</i> • <i>Members commend all of those involved in delivering Communities First, which we see as an essential tool in tackling generational poverty.</i> • <i>Members recognise that evidencing the sustainable effectiveness of Communities First requires a longer term view, for example by looking at levels of social mobility and a reduction in the levels and types of poverty experienced in these areas.</i> • <i>Members were delighted to hear that there has been an improvement in the linkages between clusters and schools within these areas, resulting in better parental</i> 		No Response Required

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			<p><i>involvement in education and more agencies providing services from school. These should assist in boosting pupils' attainment levels, which in turn should assist in increasing social mobility and reducing poverty.</i></p> <ul style="list-style-type: none"> • <i>Members note that the Welsh Government is working to draw together their various anti-poverty programmes, to see if there can be a reduction in bureaucracy whilst continuing to maximise results. This is to be welcomed in principle, and we will wait to see the detail of this work and the funding allocated to future anti-poverty work by the Welsh Government in the forthcoming months.</i> • <i>Members were pleased to hear that you are having regular conversations with relevant Welsh Government representatives to explain the lessons coming from Cardiff with regard to joining up anti-poverty work and clusters attracting non-governmental funding.</i> • <i>Members also believe that there are lessons from Communities First clusters that could usefully be applied across the whole of the city; the discussion at Committee focused on time banking as an example of this but we are sure that there are other initiatives and approaches that would be equally transferable.</i> 		
27 July 2016	Cllr Elsmore &	Director of Social Services Annual	<p><i>The Committee recommends that:</i></p> <ul style="list-style-type: none"> • <i>the Governance and Accountability section (Appendix 9) of future reports must be</i> 		Response Awaited

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	Cllr Lent	Report	<p><i>strengthened by referencing the work of the Safeguarding Boards and external agencies;</i></p> <ul style="list-style-type: none"> • <i>future reports identifies strengths and weaknesses, to provide a more balanced picture of service provision;</i> • <i>future reports should highlight the gap between demand and supply of social care service, and the funding impact;</i> • <i>future reports must include comprehensive benchmarking data, from all Welsh Local Authorities and Core Cities;</i> • <i>the Directorate develops additional Adult Care focused performance indicators.</i> • <i>future reports includes the actual number of young people Not in Education, Employment or Training (Page 9), and that the narrative makes clear that it will take time for the traineeships to have an impact on overall numbers;</i> • <i>future reports should expand the section on the joint working protocol “meeting the needs of looked after children” (Page 30) to reference the work with the Council’s Education and Lifelong Learning Directorate and other agencies;</i> • <i>future reports must include as an additional priority action, the work of Child Adolescent Mental Health Service, as highlighted on page 50.</i> • <i>future reports must reference the linkages with the Local Safeguarding Adults Board and its work around adult social care;</i> • <i>future reports must reference the lack of</i> 		

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			<p><i>capacity to meet the needs of the adult care population in Cardiff, together with the challenge to meet the capacity gap between demand and supply;</i></p> <ul style="list-style-type: none"> <i>• future reports should also be made to the work being undertaken to tackling adult exploitation;</i> <i>• future reports must reference the areas of improvement that are required by the Care and Social Services Inspectorate Wales, as set out in their recent report, particularly in the 'key challenges' section of the report;</i> <i>• future reports should either include the Adult Services graphs as shown on page 38 of the report or make a reference to the graphs, in the section "How much and How well we do" in Outcome 1, Safeguarding; and</i> <i>• the Committees recommended that careful consideration is given to queries before people are signposted to alternative support to ensure that crucial intervention is not delayed.</i> <p><i>The Committee also requested the provision of additional briefing papers to the Committees namely:</i></p> <ul style="list-style-type: none"> <i>• a briefing paper be provided to the CYP, on the reasons for the drop in the level of statutory visits to LAC (Page 8) and the management actions being undertaken to ensure that performance meets the target by the end of 2016/17;</i> <i>• a briefing paper, be provided to the CYP, with</i> 		

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			<p><i>additional data on the turnover of Children's Services social workers, early next year;</i></p> <ul style="list-style-type: none"> • <i>a further briefing paper on this and the social worker degree programme to enable Members to fully understand the initiative and its impact;</i> • <i>A copy of the presentation on the Gateway Project should be shared with the Members of CYP;</i> • <i>a copy of the Safeguarding Action Plan, in respect of adult care, to be shared with Members of the Community and Adult Service Scrutiny Committee (CASSC); and</i> • <i>a copy of the recent CSSIW report in relation to Adult Domestic Care.</i> <p><i>Finally the Committees wished to inform you of the following issues that will be included in their work programmes for this year:</i></p> <ul style="list-style-type: none"> • <i>that CYP would monitor the impact of the Early Help Strategy on the number of Looked After Children;</i> • <i>that CASSC agreed to include the review of Care Packages in their Committee's work programme for the coming year;</i> • <i>that both Committees will be monitoring the Directorate's progress in addressing all 11 challenges as set out on page 15 of the report.</i> • <i>That a joint performance management workshop would be held early in September, to enable each Committee to gain an understanding of the new Social Service</i> 		

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			<i>Well-Being (Wales) Act's performance measures, and how they can be used to assess improvements in outcomes.</i>		

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