

**WORK PROGRAMME 2017/18**

---

**Purpose of Report**

1. The Council's Constitution states (Scrutiny Procedure Rule 7) that each Scrutiny Committee will set its own work programme. The Community & Adult Services Scrutiny Committee's terms of reference provide the Committee with the responsibility for the scrutiny of a number of specific service areas.
2. This report requests that the Committee sign off the 2017/18 Work Programme attached at **Appendix A**.

**Background**

3. At the last meeting of this Scrutiny Committee on the 6 September 2017, Members considered a detailed report arising from a Work Programming Forum, which took place in August. The Committee agreed to sign off the Work Programme at this meeting.
4. At the last meeting, Members agreed the following:
  - Committee meetings would aim to last no more than 3 hours, which equates to approximately 2 substantial items and 1 smaller item, as recommended by the Wales Audit Office.

- A system of briefs/updates/progress reports be established, to free up valuable Committee time, but also to keep Members informed of progress against these issues. Should any concerns or questions be raised these would then be brought onto the Committee's Agenda for formal consideration.
- Performance monitoring reports and "Deep Dives" into performance be scrutinised by a Performance Panel. The Panel would regularly report back to Committee with their comments, concerns or requests for further investigation at full Committee.

## **Issues**

5. Attached at **Appendix A** is a final draft of the Work Programme for 2017/18 for Members consideration.
6. At the last meeting, Members agreed that they would take part in the following:

### **Inquiries:**

- **Drugs** – joint Scrutiny Inquiry with Children & Young People Scrutiny Committee (*October – December 2107*)
- **Safety In Parks** – to be timetabled
- **Community Safety in New Communities** – to be timetabled

7. During the year Members will receive the following **at Committee:**

### **Pre-Decision Items**

- **Recommissioning of Housing and Support Services for Young People –**  
To seek approval for the recommissioning of a range of housing and support services for young people. (*November 2017*)

- **Development of a City Wide Employability Provision** – this will include an update on the Communities First Transition previously requested by Members and will concentrate on “*improving Involvement and Participation opportunities for Communities post Communities First closure*”. (November 2017)
- **Night Time Economy Strategy** – Members to have the opportunity to consider the draft NTE Strategy prior to its consideration by Cabinet in November. The Committee previously undertook a major Inquiry on this issue.
- **Homelessness & Housing Need Strategy** – Update on the level of housing need in the city; the progress in changing the approach to homelessness since the introduction of the new Housing Wales Act; and alternative options for meeting housing need.
- **Domestic Abuse Regional Strategy** – to tie in with Gender Specific Services

#### **Briefings/Presentations**

- **Mental Health Community Services Review** – Cardiff & Vale UHB Brief on the Review, its work streams etc. (November 2017)
- **Independent Living Services Briefing** – a brief on the range of Independent Services (including FPOC, Telecare, ARC etc) as well as an update on Disabled Adaptations following a Deep Dive during 2016/17 (December 2017)
- **Lettings Policies for High Rise Blocks** – A brief on the Policy, which will include examining the mix of residents in high-rise blocks, to ensure that all residents feel safe and not at risk in their homes. (December 2017)
- **Council Housing Voids** – 12 month update following a Deep Dive in 2016/17 (December 2017)
- **Quality of Life in Care Homes** – receive a presentation from the CSSIW on Care Homes in Cardiff - their performance, concerns, examples of good practice etc. (January 2018)
- **Information, Advice & Assistance** – Update Brief on these services (January 2018)
- **Rough Sleepers Strategy** – Brief on the implementation of the Strategy and Action Plan and other issues raised by Members on rough sleepers in Cardiff

– increased numbers; provision; rights and entitlements; aggressive begging etc. *(March 2018)*

- **Carers – Assessment & Engagement** – Brief to Members on the processes for assessment; profile of carers; challenges following implementation of SSWB Act; engagement with those who do not yet identify themselves as “formal” carers; issues relating to BAME carers. *(March 2018)*
- **Supporting Adults in the Community** – Brief to Members following winter pressures on services – this will include covering issues relating to Delayed Transfer of Care and Domiciliary Care & provide a “whole picture” in this high demand period. *(March 2018)*
- **Older People’s Accommodation Strategy** – Members to have the opportunity to contribute to the draft Strategy *(May 2018)*
- **Locality Based Working & Neighbourhood Partnerships** – Briefing to Members on Progress against the Corporate Plan and Directorate Service Delivery Plan commitment to “*Review our neighbourhood partnerships to ensure we are working with citizens and partners on a locality basis by March 2018*” *(June 2018)*

8. Members will receive **Briefings** (outside of the Committee process) on the following issues:

- **“Quick to Build” Housing Briefing** – *To be timetabled*
- **Asylum Seekers and Refugee Needs** – *to be timetabled*
- **Direct Payments** – *to be timetabled*

9. The Committee agreed to continue to have a **Performance Panel**, which will consider the following:

- **Quarterly Performance Reports** *(December, March, June)*
- **Adult Safeguarding** – request from Audit Committee to look at current safeguarding arrangements/processes *(January-March 2018)*
- **Well-Being of Staff working in Social Care** – recruitment/retention of staff; budget implications; sickness absence etc. *(April-June 2018)*

## **Way Forward**

10. Members are requested to sign off the 2017/18 Work Programme, attached at **Appendix A.**

## **Legal Implications**

11. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

## **Financial Implications**

12. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

## **RECOMMENDATION**

The Committee is recommended:

- i) To sign off the 2017/18 Work Programme, attached at **Appendix A**.

**DAVINA FIORE**

**Director of Governance and Legal Services**

**28 September 2017**