

**COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE - SCRUTINY INVESTIGATION**  
**SCOPING EXERCISE SUMMARY SHEET**

<b>PROPOSED TOPIC: Closer to Home Strategy</b>	
<b>PROPOSED TYPE OF SCRUTINY INVESTIGATION: Inquiry</b>	
<b>Proposed Terms of Reference</b>	To be agreed
<b>Task &amp; Finish Group Recommended?</b>	Yes
<b>Number of meetings required</b>	
<b>Meeting 1</b>	<p><b>Setting the context</b></p> <p><i>Briefing Report, to include:</i></p> <ul style="list-style-type: none"> <li>• Overview of the Strategy</li> <li>• How the Strategy is working/operating</li> <li>• How the Strategy is implemented</li> <li>• How individuals are assessed, monitored and reviewed</li> <li>• What changes (if any) to the Strategy have been made in the light of budget cuts, changes in practice etc.</li> <li>• What placements are available in Cardiff</li> <li>• The range of placements being made across the board, including Out of County</li> <li>• Numbers of young people/adults placed out of county in the past 20 years (including college placements) – what have they gone on to do?</li> </ul> <p><b>Views and observations from relevant Cabinet Members / Officers re the above</b></p> <p><b>Planning</b> - to deliberate what has been considered at this meeting and the next steps in the investigation</p>
<b>Meeting 2</b>	<b>Obtain views from Staff</b>
<b>Meeting 3</b>	<b>Obtain views from Providers/Partners</b>
<b>Meeting 4</b>	<b>Obtain Views from Family/Carers and service users</b>
<b>Meeting 5</b>	<b>Visits to Out of County Facilities</b> (to include obtaining service user views)
<b>Meeting 6</b>	<b>Visits to Cardiff-based Facilities</b> (to include obtaining service user views)
<b>Meeting 7</b>	<b>Sum Up Meeting</b> – consideration of all information received during the Inquiry and agree way forward for draft report/recommendations
<b>Meeting 8</b>	<b>Consideration of draft report/recommendations</b>

**Proposed Reporting Arrangements – TO BE AGREED**

- Investigation to be undertaken between \*\*\*\* and \*\*\*\*\*
- Report to be considered by the Scrutiny Committee – \*\*\*\*\*
- Report from Scrutiny to Executive - \*\*\*\*\*

**Potential Outputs/Outcomes from this investigation**

- Allow people to stay in appropriate provision
- Ensuring appropriate planning and engagement are in place with the individual and their families/carers along the whole process
- Ensuring the individual's needs are at the heart of any future planning
- Establishing the quality of provision across public/private and third sectors.

\* Delete as appropriate

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