

COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE

17 OCTOBER 2022

COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE WORK
PROGRAMME 2022/23

Purpose of Report

1. The Council's Constitution (Scrutiny Procedure Rule 7) states 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 provides the Committee with the output from the Work Programming Forum, which took place on the 25 July 2022. The resulting list of items suggested at the forum has been populated into a calendar, attached at **Appendix 1**, for the Committee's consideration and approval.
3. Members attention is also drawn to the proposed Task & Finish Inquiries as detailed in **Appendix 2**, and **paragraph 13** of this report.

Background

4. Scrutiny plays an essential role in promoting accountability, efficiency and effectiveness in the Council's decision-making process and the way in which it delivers services. The main roles of the Scrutiny Committees are:

- Holding the Cabinet and officers as decision-makers to account.
 - Being a 'critical friend', through questioning how decisions have been made to provide a 'check and balance' to decision makers, adding legitimacy to the decision making process.
 - Undertaking reviews of Council services and policy.
 - Undertaking reviews to develop Council services and policies.
 - Amplifying the voice for citizens.
5. The Committee, at its induction meeting on 13 June 2022, agreed to the process of a Work Programming Forum to consider potential items for their consideration in 2022/23. With the Forum's proposals, being presented at a formal meeting of this Committee.
6. The Work Programme Forum took place on the 25 July 2022. At this meeting, Members considered 32 Items from the following sources:
- I. Committee Member Suggestions
 - II. The previous Committee's recommendations for future scrutiny (*Scrutiny Annual Report 2021/22*)
 - III. Executive Suggestions (*Cabinet Member & Directors*)
 - IV. Corporate documents - including Cabinet Forward Plan, Corporate Plan, Directorate Delivery Plans, Annual Well-being Plan, budgetary information, performance information, risk register and audit reports
 - V. Relevant partnership workstreams:
 - PSB
 - Community Safety Partnership
 - RPB
 - Cardiff & Vale Safeguarding Board
 - VI. Audit, Inspectorate and Regulatory reports
 - VII. Relevant public consultation responses, such as Ask Cardiff and Cardiff Research Centre consultations.
 - VIII. Forthcoming work from Welsh Government (*Programme for Government 2021-2026*)

7. At this meeting, Committee Members present also discussed that, to aid in focussing the agendas more effectively and maximising the impact of the scrutiny:

- Committee meetings would remain mindful of Wales Audit Office advice for scrutiny committees to achieve formal committee meetings within reasonable timeframes, whilst maintaining robust and appropriate levels of scrutiny across the terms of reference. Ensuring agendas are of a manageable size and that work occurs outside committee meetings. On average, this equates to agendas of formal meetings, consisting of no more than two substantial item, with a third smaller item if required.
- Items considered by the Committee will be based on issues that impact on Cardiff citizens and, enhance the work of the Council in delivering services to Cardiff citizens.
- Items will be prioritised to ensure quality over quantity, remaining mindful of achievability, deliverability and impact.
- In line with the Local Government and Election (Wales) Act, seek to increase input from the public, stakeholders, service providers and service users where appropriate and viable.
- The work programme will demonstrate flexibility to reflect changing priorities and provide space for emerging items over the year.

8. The resultant list of items from the Work Programme Forum, has been inputted into a Work Programme Calendar attached at **Appendix 1**. Members are requested at this meeting to consider the items for final approval.

9. Members are to note, in the interest of better public engagement, the Committee's Forward Plan will be published on the Council website. It will be refreshed on a quarterly basis and look ahead a minimum of 4 months.

Issues

10. The key areas for Committee consideration during their 2022/23 Work Programme, that were agreed by the Members present at the forum are:
- Cost of Living Crisis – Access to Council Support
 - Cardiff Council's Framework for Addressing Instances of ASB
 - Access to Adult Social Care Services for Cardiff's Ethnic Minority
 - Access to Community Mental Health Services
11. The exact focus and objective of each key area will be discussed and agreed by Committee Members during the course of the year to ensure the work is both effective and relevant, and to also ascertain potential contributors.
12. The following sets out the full list of Items to be considered at formal Committee Meetings (as set out in **Appendix 1**).

Items to be considered at Formal Committee Meetings:

Pre-decision Scrutiny

- 2023/24 Corporate Plan
- 2023/24 Budget Proposals
- Consultation Response to the WG HIV Action Plan
- Local Authority Social Services Annual Report 2021-22
- Market Stability Report
- Implementation of the Renting Homes (Wales) Act 2016.
- Unpaid Carers Charter
- Learning Disabilities Delivery Plan
- Proposals for a new Housing Partnership
- Rapid Rehousing Transition Plan
- Direct Payments Review
- Overcladding – Nelson House / Loudoun House
- Energy Efficiency Retrofit Cladding Scheme

- Rent Increase proposals
- Review of Care Home Market
- HRA Business Plan 2023/24
- Revised Regional Violence Against Women, Domestic Abuse and Sexual Violence Strategy

Performance Monitoring

- 2022/23 Performance Reports

Deep dives

- Cardiff Council's Framework for Addressing Instances of ASB
- Access to Community Mental Health Services

Inquiry/ Task & Finish Investigation

13. The following provides a summary of items proposed as Task & Finish inquiries following the Committee's Work Programme Forum:

Cost of Living Crisis - Access to Council Support (Oct – Dec 2022)

On Wednesday 5 October, Inquiry Members for the Cost-of-Living Task & Finish inquiry held a scoping meeting. At that meeting, Inquiry Members agreed Cllr Margaret Lewis would be Chair of the inquiry, along with the scoping document attached at **Appendix 2**.

Access to Cardiff's Adult Social Care Services for Ethnic Minorities (proposed to commence Spring 2023).

Members are advised the following provides initial direction on the scope of the Access to Cardiff's Adult Social Care Services for Ethnic Minorities inquiry as based on the discussions held at the Work Programme Forum.

The inquiry will consider how individuals from an ethnic minority access the Council's Adult Social Care Services. From the initial discussion held during the Committee's work programme forum, this inquiry will:

- Explore the current uptake and access to adult social care services for ethnic minority individuals.
- Identifying current practices and processes for enabling access by minority ethnic communities in Cardiff, considering what is currently working well and where improvement may be required.
- Understand the potential barriers facing minority ethnic communities accessing these services in Cardiff and how it can be addressed.
- Assess how the service area are ensuring services are appropriate and meet diversity needs.
- Receive an update on recommendations made in this Committee's 2013, '*The Provision of Adult Social Care Services to Minority Communities in Cardiff*', Inquiry Report.

It is proposed this Inquiry will begin in Spring 2023, with the opportunity for further scoping and refining prior to it commencing.

Legal Implications

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

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.

RECOMMENDATIONS

The Committee is recommended to consider and agree:

- a) The full list of Items as set out in this report;
- b) Any further suggestions to be considered by the Committee during 2022/23;
- c) The draft timetable of issues for the Committee as set out in **Appendix 1**;
- d) Inquiry/Task & finish topics as proposed in **paragraph 13 & Appendix 2** of this report.

DAVINA FIORE

Director of Governance & Legal Services

11 October 2022