



Dinas a Sir Abertawe

Hysbysiad o Gyfarfod

Fe'ch gwahoddir i gyfarfod

Pwyllgor Rhaglen Chraffu

Lleoliad: Siambr y Cyngor - Neuadd y Ddinas, Abertawe

Dyddiad: Dydd Llun, 12 Tachwedd 2018

Amser: 4.30 pm

Cadeirydd: Y Cyngorydd Mary Jones

Aelodaeth:

Cynghorwyr: C Anderson, M Durke, E W Fitzgerald, L S Gibbard, D W Helliwell, T J Hennegan, P K Jones, E T Kirchner, W G Lewis, S Pritchard, G J Tanner a/ac W G Thomas

Aelodau Cyfetholedig Statudol: D Anderson-Thomas, J Meredith a/ac A Roberts

Cynghorwyr sy'n Aelodau Cyfetholedig: P M Black, C A Holley, P R Hood-Williams, J W Jones a/ac M Sykes

Agenda

Rhif y Dudalen.

- 1 Ymddiheuriadau am absenoldeb.**
- 2 Datgeliadau o fuddiannau personol a rhagfarnol.**
www.abertawe.gov.uk/DatgeliadauBuddiannau
- 3 Gwahardd pleidleisiau chwip a datgan chwipiau'r pleidiau.**
Yn unol â Mesur Llywodraeth Leol (Cymru) 2011, ni chafwyd unrhyw gysylltiadau o bleidleisiau chwip na chwipiau'r pleidiau.
- 4 Cofnodion.** **1 - 9**
Cymeradwyo a llofnodi, fel cofnod cywir, gofnodion y cyfarfod blaenorol.
- 5 Cwestiynau gan y cyhoedd.**
Rhaid i'r cwestiynau ymwneud â materion ar ran agored agenda'r cyfarfod, ac ymdrinnir â hwy o fewn 10 munud.
- 6 Sesiwn Holi Aelod y Cabinet: Aelodau'r y Cabinet - Gwasanaethau Plant (Cynghorwyr Elliott King & Will Evans)** **10 - 24**
- 7 Adroddiad Cynnydd Blynyddol Cynllun Hawliau Plant a Phobl** **25 - 36**

Ifanc 2018.

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Gwasanaethau Plant a Theuluoedd (Y Cynghorydd Paxton Hood-Williams, Cynullydd) | 37 - 40 |
| 9 | Craffu Cyn Penderfynu: Strategaeth a Chynllun Gweithredu Digartrefedd 2018-2022.
a) Rôl y pwyllgor
b) Ystyried Adroddiad y Cabinet a Chwestiynau
c) Barn y pwyllgor i'r Cabinet | 41 - 49 |
| 10 | Adroddiadau Swyddfa Archwilio Cymru i'r Tîm Craffu. | 50 - 54 |
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| 12 | Adroddiadau Craffu - Adroddiad Effaith Chwarterol. | 58 - 63 |
| 13 | Rhaglen Waith Craffu 2017/18.
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a) Gynllun Gwaith y Pwyllgor.
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c) Cynnydd gyda Phaneli a Gweithgorau Craffu | 64 - 99 |
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Cyfarfod nesaf: Dydd Llun, 10 Rhagfyr 2018 ar 4.30 pm

Huw Evans

Huw Evans

Pennaeth Gwasanaethau Democrataidd

Dydd Mawrth, 6 Tachwedd 2018

Cyswllt: Y Gwasanaethau Democrataidd Ffôn (01792) 636923

Agenda Item 4



City and County of Swansea

Minutes of the **Special Scrutiny Programme Committee**

Council Chamber - Guildhall, Swansea

Monday, 1 October 2018 at 4.00 pm

Present: Councillor M H Jones (Chair) Presided

Councillor(s)

C Anderson
L S Gibbard
P K Jones
W G Thomas

Councillor(s)

M Durke
D W Helliwell
W G Lewis

Councillor(s)

E W Fitzgerald
T J Hennegan
S Pritchard

Statutory Co-opted Member(s)

A Roberts

Councillor Co-opted Member(s)

P M Black
P R Hood-Williams

J W Jones
M Sykes

Officer(s)

Rosie Jackson
Kate Jones
Brij Madahar
Steve Porter
Debbie Smith

Senior Policy & Leasehold Officer
Democratic Services Officer
Scrutiny Team Leader
Housing Operations Manager
Deputy Chief Legal Officer

Apologies for Absence

Councillor(s): G J Tanner
Statutory Co-opted Member(s): D Anderson-Thomas
Councillor Co-opted Members: C A Holley

52 Disclosures of Personal & Prejudicial Interest.

In accordance with the Code of Conduct adopted by the City and County of Swansea, no interests were declared.

53 Prohibition of Whipped Votes and Declaration of Party Whips.

In accordance with the Local Government (Wales) Measure 2011, no declarations of Whipped Votes or Party Whips were declared.

54 Public Question Time.

There were no public questions.

55 Consultation on Draft Homelessness Strategy and Action Plan 2018-2022.

The Cabinet Member for Homes & Energy, the Operations Manager – Community Housing Services and the Senior Policy and Leasehold Management Officer were present for the Committee's consideration of the Draft Homelessness Strategy and Action Plan.

The Operations Manager – Community Housing Services provided a presentation, which highlighted some key aspects of the Draft Homeless Strategy and Action Plan, which included: -

- Housing (Wales) Act 2014
- Emerging Themes
- Key Priorities
- Draft Aim
- Draft Objectives & Actions
- Action Plan
- Next Steps

The Committee asked questions of the Cabinet Member who, together with the Operations Manager – Community Housing Services and the Senior Policy and Leasehold Management Officer, responded accordingly.

Questions, discussion, and observations on the draft Strategy and Action Plan from the Committee, to feed into the consultation process, focused on the following:-

- Service user involvement and co-production
- Developing a Homelessness Charter
- Developing an education programme to increase knowledge of housing and homelessness issues
- The development of pre-eviction protocols
- Use of private rented sector / loss of rented accommodation / relationship with private landlords
- Houses to Homes Loan Scheme
- Shortage of one bedroom properties
- Working with Registered Social Landlords to alleviate homelessness
- The Housing First approach
- Barriers for accessing temporary accommodation and supported temporary accommodation e.g. pets
- Proposals and timescales to meet the increased need for support for people with mental health / complex needs
- Assisting those ineligible for homelessness and housing assistance due to immigration status
- The plan to carry out a feasibility study to look at developing a holistic "solutions centre" for services for rough sleepers

- Support to children affected by parental homelessness / ensuring the Strategy support the UNCRC
- Links with other strategies
- Housing costs for supported accommodation
- Monitoring, evaluation and review of success / impact of the Strategy

The Cabinet Member thanked the Officers for their hard work undertaken on the Homelessness Strategy

The Chair thanked the Cabinet Member and Officers.

Resolved that the Chair of the Scrutiny Programme Committee writes to the Cabinet Member / Officers outlining the views of the Committee, for consideration.

The meeting ended at 5.30 pm

Chair



City and County of Swansea

Minutes of the **Scrutiny Programme Committee**

Council Chamber - Guildhall, Swansea

Monday, 8 October 2018 at 4.30 pm

Present: Councillor M H Jones (Chair) Presided

Councillor(s)

C Anderson
L S Gibbard
P K Jones
W G Thomas

Councillor(s)

M Durke
D W Helliwell
W G Lewis

Councillor(s)

E W Fitzgerald
T J Hennegan
S Pritchard

Statutory Co-opted Member(s)

D Anderson-Thomas A Roberts

Councillor Co-opted Member(s)

P M Black P R Hood-Williams
C A Holley J W Jones

Also Present

Councillor Mark Child Cabinet Member for Care, Health & Ageing Well
Councillor Jennifer Raynor Cabinet Member for Education Improvement,
Learning & Skills

Officer(s)

David Howes Director of Social Services
Kate Jones Democratic Services Officer
Simon Jones Social Services Strategy and Performance Improvement
Officer
Brij Madahar Scrutiny Team Leader
Debbie Smith Deputy Chief Legal Officer
Nick Williams Director of Education

Apologies for Absence

Councillor(s): E T Kirchner and G J Tanner

56 Disclosures of Personal & Prejudicial Interest.

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interests was declared:

D Anderson-Thomas – personal – Minute No 60 – Governor at Ysgol Gyfun Gwyr.

Councillor P M Black – personal – Minute No 60 – Governor at Pentrehafod School.

Councillor C A Holley – personal – Minute No 60 – Governor at Pentrehafod School.

Councillor P R Hood-Williams – personal – Minute No 60 – Governor at Crwys Primary School and Cila Primary School.

Councillor J W Jones - personal - Minute Nos 60 and 65 – Governor at Olchfa School and family member a Governor at Hendrefoilan Primary School.

Councillor M H Jones – personal – Minute Nos 60 & 65 – Chair of Governors at Olchfa School and Governor at Hendrefoilan Primary School.

Councillor P K Jones – personal – Minute No 60 – Governor at Bishop Gore School.

A Roberts – personal – Minute No 60 – Chair of Governors at Bishopston Primary School.

57 Prohibition of Whipped Votes and Declaration of Party Whips.

In accordance with the Local Government (Wales) Measure 2011, no declarations of Whipped Votes or Party Whips were declared.

58 Minutes.

Resolved that the Minutes of the Scrutiny Programme Committee held on 10 September 2018 be approved and signed as a correct record.

59 Public Question Time.

The Deputy Chief Legal Officer provided advice to the Committee regarding responses to issues currently under Consultation.

The Committee heard from several members of the Public who raised questions on Item 6 (Minute 60) which focused on the following: -

- Concern was raised regarding increased airbourne pollutants around school premises especially if the proposed closure of Craigeffnparc Primary School, currently out for public consultation, proceeds with children having to travel further to school, resulting in increased traffic movements in the area.

The Cabinet Member for Education Improvement, Learning & Skills confirmed that the proposed school closures were out for consultation, and concerns would be considered as part of the consultation process. She stated that Cabinet will be receiving a report on the consultation response before making any decisions, and encouraged members of the public to submit responses to the Education Department whilst the consultation was still open.

- A question was raised on the scrutiny of the school closures and consultation and whether there would be opportunity to see the Cabinet decision report before the Cabinet meeting.

The Cabinet Member stated that the Cabinet report would be published at least five working days in advance of the Cabinet meeting. It was also noted that all responses and comments raised as part of the consultation would be published. She stated that the cabinet report would be available for pre-decision scrutiny.

The Chair confirmed that any pre-decision scrutiny would not take place until the report had been published. She stated that arrangements for pre-decision scrutiny would be publicised on the Council website.

- It was questioned whether Cabinet would undertake a full site visit of the proposed school closures to assess the full impact and to ensure fully-informed and robust decision-making.

The Cabinet Member confirmed that whilst she could not confirm that a site visit was scheduled for the proposed school closures, site visits were often a part of the decision making process.

Resolved that the Chair of the Scrutiny Programme Committee pass on the comments / concerns raised to the Cabinet Member / Education Department to ensure that they are considered as part of the consultation process.

60 Cabinet Member Question Session: Cabinet Member for Education Improvement, Learning & Skills (Councillor Jennifer Raynor).

The Cabinet Member for Education Improvement, Learning & Skills presented a report on the key headlines for the Education Improvement, Learning & Skills portfolio.

Questions and Discussions with the Cabinet Member focused on the following: -

- Air Pollution / Emissions from vehicles travelling and parking outside schools – Contractors (buses/taxis) have been informed but more work was needed to inform parents / carers e.g. through governing bodies
- Safer Routes to Schools – there had been a disappointing take up
- Catchment Areas – Children attending schools out of catchment could cause more vehicular traffic to schools. It was also noted that there were certain housing estates where it was not possible to walk to the catchment school
- Local Development Plan work and Statutory Consultations for sustainable schools (right size in the right location)
- 21st Century Schools Programme / Funding – availability, scope and responsibility of condition surveys, and decision-making on allocation of funding – discussed visibility of surveys to schools / governing bodies
- Rational behind possible school closures and current consultation process
- School funding / delegated budgets – current pressures
- Procedures regarding Disclosure Barring Service, and position in respect of School Governors
- Division of maintenance responsibilities between Schools and the Council
- Pupil Development Grant – allocation and monitoring

- Schools admissions / policy and out of county placements

Resolved that the Chair of the Scrutiny Programme Committee write to the Cabinet Member, reflecting the discussion and sharing the views of the Committee.

61 Scrutiny Performance Panel Progress Report.

In the absence of the Convener of the Panel, Councillor Mo Sykes, the Schools Scrutiny Performance Panel Update was noted.

The future work plan of the Panel was discussed and in light of earlier discussion with the Cabinet Member for Education Improvement, Learning & Skills it was recommended that the Schools Performance Panel carry out pre-decision scrutiny of the upcoming Cabinet reports on the possible closure of Craigcefnparc and Felindre Primary Schools.

62 Annual Report 2017/18 - Corporate Safeguarding.

The Cabinet Member for Care, Health and Ageing Well, the Director of Social Services and the Social Services Strategy and Performance Improvement Officer were present for the Annual Report on Corporate Safeguarding 2017/2018.

The Cabinet Member provided a background to the Annual Report. Some of the work areas highlighted were: -

- Safeguarding vulnerable adults and children was a corporate priority and was "everyone's business"
- Swansea Council's Corporate Safeguarding Policy had been updated to cover a wider range of potential concerns
- Safeguarding roles and responsibilities / commitment to safeguarding are expected to be reflected in all Job Descriptions
- Work still to be done but more people have completed safeguarding training
- Providing a safe voice for people in all aspects of safeguarding work

Questions and Discussions with the Cabinet Member and Officers focussed on the following: -

- Take up of Child Protection & Safeguarding Training amongst School Governors
- Efforts to improve upon staff survey results – in 2017 86.4% stated they had completed the Council's Safeguarding training either online or face-to-face
- Continued difficulties in recording keeping on training (due to different IT systems) particularly with face to face training
- The need to ensure training for temporary staff – the Corporate Safeguarding Steering Group should consider how the authority is dealing with service areas which may have a transient workforce, as well as building safeguarding awareness across contractors and providers
- The number of safeguarding concerns or enquiries that are reported and the threshold for referrals / taking forward concerns – it was noted that figures for

Child & Family Services for the previous year were missing from the report and would be confirmed.

- All concerns were properly assessed by Social Workers who could consider whether intervention was necessary. Advice was also provided to support prevention. Those who raised concerns were always made aware of the outcome
- Effectiveness of Regional Safeguarding Boards
- Governance arrangements for corporate safeguarding
- Engagement of partners / third parties in safeguarding responsibilities – role of the Public Protection Executive Board in multi-agency strategic working
- Bullying in Schools – embedding the United Nations Convention on the Rights of the Child in schools, training and tackling issues with Social Media (Cyber Bullying), increasing parental awareness, responsibility on social media providers to protect people, issues of vulnerable children experiencing isolation and reaching out to / trusting people on-line, peer to peer support for children
- The percentage of Deprivation of Liberty Safeguarding (DoLS) assessments completed in 21 days or less – there was a small decrease in performance (59.6% in the last year) and efforts to improve. It was noted that a new dedicated team was in place to deal with DoLS, which should make a difference.
- Monitoring of pupil absence by Schools
- Process for Disclosure and Barring Service Checks – can be too complicated / slow. Need to check on processing times and look at what can be done to improve the process if necessary. It was felt that all school governors should have the minimum of a DBS clearance.

Resolved that the views of the Committee on the report be considered by the Cabinet Member and Director of Social Services

63 Scrutiny Annual Report 2017/18.

The Chair presented the Scrutiny Annual Report 2017/18.

Resolved that the report be noted and presented to Council.

64 Membership of Scrutiny Panels and Working Groups.

The Chair presented a report on the Membership of Scrutiny Panel and Working Groups.

Resolved that the following be agreed: -

- 1) Residents Parking Working Group – Add Councillor Irene Mann
- 2) Development & Regeneration Performance Panel - Add Councillor Susan Jones

65 Scrutiny Work Programme 2018/19.

The Chair presented the agreed Scrutiny Work Programme for 2018/19.

The Scrutiny Team Leader highlighted that: -

- The next Cabinet Member Question Session would be on Children Services. Both Councillors Will Evans and Elliott King would be attending to answer questions.
- The Annual Progress Report on the Children and Young People's Rights Scheme would also be presented at the next Scrutiny Programme Committee on 12 November 2018.
- The first City Deal Joint Scrutiny Committee would be taking place on 20 November 2018.

Resolved that the Scrutiny Work Programme 2018/19 be noted.

66 Scrutiny Letters.

The Chair presented a report on "Scrutiny Letters" for information.

It was noted that no response had been received from the relevant Cabinet Member to the letter sent on 2 July 2018 regarding Community Cohesion.

Resolved that: -

- 1) the Scrutiny Letters Log be noted; and
- 2) a response be chased to the letter sent to the Cabinet Member for Better Communities – People on 2 July 2018 regarding Community Cohesion.

67 Audit Committee Work Plan (For Information).

The Audit Committee Work Plan was **noted**.

68 Date and Time of Upcoming Panel / Working Group Meetings.

The dates and times of upcoming Panel / Working Group Meetings were **noted**.

The meeting ended at 6.05 pm

Chair

Agenda Item 6



Report of the Chair

Scrutiny Programme Committee – 12 November 2018

Cabinet Member Question Session

Purpose:	To enable the Committee to question Cabinet Members on their work. The Committee's questions will broadly explore Cabinet Members' priorities, actions, achievements and impact in relation to areas of responsibility.
Content:	The following Cabinet Members will appear before the Committee to participate in a question and answer session: <ul style="list-style-type: none">• Councillor Elliot King, Cabinet Member for Children Services (Early Years)• Councillor Will Evans, Cabinet Member for Children Services (Young People)
Councillors are being asked to:	<ul style="list-style-type: none">• Question the Cabinet Members on relevant matters• Make comments and recommendations as necessary
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, Chief Legal Officer
Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Tracey Meredith
Finance Officer:	Paul Cridland

1. Introduction

1.1 One of the most important roles that scrutiny carries out is holding the Council's Cabinet to account. The Cabinet (also known as the Executive) is made up of the Leader and other councillors, appointed by the Leader, who are allocated specific portfolio responsibilities:

Cllr Rob Stewart	- Economy & Strategy (Leader)
Cllr Clive Lloyd	- Business Transformation & Performance (Deputy Leader)
Cllr Mary Sherwood & Cllr June Burtonshaw	- Better Communities - People
	- Better Communities - Place

- | | |
|----------------------------|--|
| Cllr Mark Child | - Care, Health & Ageing Well |
| Cllr Elliot King | - Children Services - Early Years |
| Cllr Will Evans | - Children Services - Young People |
| Cllr David Hopkins | - Delivery |
| Cllr Jennifer Raynor | - Education Improvement, Learning & Skills |
| Cllr Mark Thomas | - Environment & Infrastructure Management |
| Cllr Andrea Lewis | - Homes & Energy |
| Cllr Robert Francis-Davies | - Investment, Regeneration & Tourism |

- 1.2 By acting as a ‘critical friend’ scrutiny has the opportunity to challenge the Cabinet and individual cabinet members on their actions and performance in relation to their areas of responsibilities.
- 1.3 Cabinet Member Question Sessions have become a main feature of Committee meetings. At least one cabinet member is scheduled to appear at each monthly Committee meeting, ensuring all Cabinet Members appear before the Committee over the course of a year, in order to ask questions on their work. Questions will focus on their priorities, actions, achievements and impact.

2. Cabinet Member Question Session

- 2.1 The following Cabinet Members will appear before the Committee:
- a) Councillor Elliot King, Cabinet Member for Children Services (Early Years)
 - b) Councillor Will Evans, Cabinet Member for Children Services (Young People)

This Cabinet Portfolio is split between the two Cabinet Members as follows:

Early Years (Cllr Elliot King)	Young People (Cllr Will Evans)
Responsible for: <ul style="list-style-type: none"> • Best Start in Life • Child & Family Services • Children & Young People (CYP) • Communities First (CF1 legacy) • Continuum of Care • Corporate Parenting lead • Families First • Flying Start • Play Opportunities • Poverty Reduction 	Responsible for: <ul style="list-style-type: none"> • Apprenticeships • Apprenticeships Support • Children & Young People (CYP) Board lead • Corporate Parenting Lead • NEETS reduction support • Opportunities for Young People • Poverty Reduction • Promoting Youth Inclusion & Youth Citizenships • Readiness for work (support)

<ul style="list-style-type: none"> • Regional Adoption Service • Safe Looking After Children (LAC) Reduction • Strategy • Safeguarding • Lead elements of Sustainable Swansea 	<ul style="list-style-type: none"> • Safe Looking After Children (LAC) Reduction • Strategy • Safeguarding • Youth Offending Service (Y.O.S.) • Youth Services • UNCRC • Lead elements of Sustainable Swansea
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3. Approach to Questions

3.1 At the Cabinet Member Question Sessions the Committee will generally ask cabinet members about:

- relevant priorities / objectives, notable activities and achievements, improvement / impact made, and service user / public engagement.
- what they hope to achieve over the coming months and challenges, including any key decisions they plan take to Cabinet over the next year.
- reflections on their engagement with scrutiny and whether there is any issue relevant to their portfolio that they would suggest for scrutiny, not otherwise covered in the work programme – to ensure scrutiny activity is aligned to priorities and focussed on the right things.

3.2 In terms of themes that cut across all cabinet portfolios, the Committee is interested in asking Cabinet Members about:

- Well-being of Future Generations Act – impact on their work / decisions e.g. what they are doing to achieve the well-being goals and ways of working, e.g. focus on long-term thinking, collaboration / involvement etc.
- Public Services Board (PSB) – their relationship with the work of the PSB; how the PSB impacts on their portfolio and how it is making a difference etc.

3.3 Cabinet Members will be invited to make introductory remarks before taking questions from the Committee. The Cabinet Members have provided a report on 'headlines' in relation to the portfolio to help the Committee focus on priorities, actions, achievements and impact - see **Appendix 1**.

3.4 Amongst questions from the Committee is the intention to ask about progress with the transition from Communities First.

- 3.5 Following each session the chair will write to the Cabinet Members in order to capture the main issues discussed, views expressed by the Committee, and any actions for them to consider.
- 3.6 If the Committee wishes to conduct more detailed scrutiny of any of the issues raised during this item then this should be agreed through the normal work planning process and planned for a future meeting. This will also allow proper time for preparation.

4. Previous Correspondence

- 4.1 Changes were announced by the Leader to cabinet portfolios at the Council Annual General Meeting in May. Councillor Elliot King is a new Cabinet Member. Councillor Will Evans was previously portfolio holder for Stronger Communities, therefore had different responsibilities last year.
- 4.2 Members may wish to follow up, as necessary, on the Cabinet Member's engagement with relevant Scrutiny Panels / Working Groups over the past year.

Scrutiny involving the Cabinet Members over the past year:

- Child & Family Services Performance Panel:
There is regular contact / correspondence with Councillor Elliot King who was written to over the past year about the following issues:
 - Impact of Prevention and Early Intervention on Child & Family Services (June 2018)
 - The Adoption Service and Advocacy and Bright Spots Survey (August 2018)
 - There has been no specific engagement with Councillor Will Evans since May 2018.
- 4.3 The Committee should note that the Cabinet Members will also be engaged in the following planned / future activity:
- Children & Young People's Rights Scheme – Compliance and Progress – Councillor Will Evans is attending this Committee meeting in support of the annual report about progress with the implementation of Children & Young People's Rights Scheme, and impact (agenda item 7). This has been an annual report to the Committee since the Rights Scheme was adopted by Cabinet in 2014.
 - Child & Adolescent Mental Health Services – as lead Cabinet Member, Councillor Elliot King will be attending the Inquiry follow up meeting taking place on 21 November and report on progress with implementation of inquiry recommendations.
 - Child & Family Services Performance Panel:

- Councillor Elliot King will continue to be involved as the Panel monitors and challenges children's social services.
- Youth Justice and Performance of BAYS (Leaving Care Services) – these matters were discussed by the Panel on 29 October and the Panel is writing to Councillor Will Evans on these.
- Both Cabinet Members will be attending the Panel on 11 February to discuss and question draft budget proposals and for a Q & A session.

5. Other Questions

- 5.1 For each Cabinet Member Q & A Session the Committee invites members of the public and other scrutiny councillors (not on the Committee) to suggest questions.
- 5.2 On this occasion no questions have been received.

6. Next Session

- 6.1 The next Cabinet Member Question Session on 10 December will be with Councillor Mark Child to focus on the Care, Health & Ageing Well cabinet portfolio.

7. Legal Implications

- 7.1 There are no specific legal implications raised by this report.

8. Financial Implications

- 8.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

Appendix 1: Key Headlines: Cabinet Members for Children's Services



Report of the Cabinet Members for Children’s Services

Scrutiny Programme Committee – 12 November 2018

Key Headlines: Cabinet Members for Children’s Services

Purpose: This report outlines notable activities and achievements in terms of ensuring the delivery of key priorities within the Children’s Services portfolio. It describes some of the improvements made and the impact of these activities in terms of delivering key activities within the portfolio. The report also identifies objectives, key challenges and decisions which are anticipated for Cabinet over the next 12 months. It also sets out how the Well-being of Future Generations Act (Wales) is being used to achieve positive outcomes

Report Author: Suzy Richards

Finance Officer: Chris Davies

Legal Officer: Debbie Smith

For Information

1.0 The Portfolio for Children’s Services

1.1 Key responsibilities within the portfolio include;

- Best Start in Life (EK)
- Corporate parenting lead (EK)
- Families First (EK)
- Flying Start (EK)
- Play Opportunities (EK)
- Regional Adoption Service (EK)
- Safe Looking After Children (LAC) Reduction Strategy (EK)
- Child & Family Services (EK)
- Continuum of Care (EK)

- Apprenticeships Support (WE)
 - NEETS reduction (support) (WE)
 - Opportunities for Young People (WE)
 - Promoting Youth Inclusion & Youth Citzenships (WE)
 - Readiness for work (support) (WE)
 - Youth Offending Service (Y.O.S.) (WE)
 - Youth Services (Evolve) (WE)
 - UNCRC (WE)
 - Children & Young People Board Lead (WE)
 - Lead elements of Sustainable Swansea (both)
 - Poverty Reduction (both)
 - Safeguarding (both)
- 1.2 Responsibility for Children's Services is shared between Councillor Elliot King (EK) who leads on Early Years and Councillor Will Evans (WE) who leads on Young People. This clear designation of lead roles reflects the statutory nature of many areas within the portfolio.
- 1.3 The Cabinet vote rotates every three months. During the months when one does not hold the vote, they act as a non-executive member in constituted meetings but maintain responsibility for the areas on which they lead.
- 1.4 The Cabinet members provide strategic direction to departments delivering the services within the portfolio. Their role is to drive the delivery of corporate and political priorities by working closely with senior directors and heads of service. This involves the monitoring of key performance indicators and ensuring appropriate actions are taken, tracking the delivery of planned savings and supporting the identification of any future transformational opportunities. Site visits help the Cabinet members understand the delivery of services from the perspective of frontline staff and service users.
- 1.5 Children's Services is a new portfolio created in June 2018. As a result, the two cabinet members responsible for the portfolio are relatively new to their role. This is reflected in the focus of this report which sets out key highlights relating to portfolio priorities which will be continued moving forward alongside key objectives for the future.
- 1.6 This report highlights the progress made and future areas of focus in relation to key priorities within the portfolio including contributing to and supporting the CIW review of children's services; work with officers in young people's services to monitor and support the number of young people requiring statutory intervention by Child and Family Services and collaborative work to ensure the successful delivery of cross cutting initiatives such as NEETS Reduction, readiness for work and apprenticeships, The report also highlights other notable areas of achievement and focus for the longer term.

2.0 **Contributing and supporting the CIW Review of Children's Services Wales.**

2.1 **Summary of Findings** - The recent CIW Review of Children's Services found good quality practice with positive outcomes achieved for most children and families. The vision was well established and the service was effectively delivered by staff that were dedicated, well supported and enjoyed working for a local authority where there was a culture of support. The children and young people they heard from were generally positive about the support they received and were appreciative of the relationships with their social workers. The report also found there is good support in place for care leavers who were helped with a range of housing options, employment and further educational opportunities and access to benefits.

The report identified a number of areas for improvement and that although some children and young people are achieving good educational outcomes and no looked after children have been permanently excluded from school, there is scope to improve support and opportunities for others. In addition to investment and the reorganisation of education, the Council is in the process of developing a new £8 million purpose-built centre for children educated other than at school (EOTAS) subject to Welsh Government funding.

Child and Family Services have redesigned their supported care planning teams and this is beginning to show results in terms of improving outcomes for children and improved performance in key areas. The residential children's home has relocated to premises which provide a more 'homely' environment for children and young people and a successful ICF bid has provided the opportunity to develop a 'family centre' on the old Ty Nant site. This facility will deliver statutory contact responsibilities in a child friendly environment and provide support to enable more children to remain safely at home in the care of their families. The centre is accessible for disabled children and their families and has a sensory room. A regional service (MAPSS) providing therapeutic support to Looked After Children is now in place to support children recover from the trauma they have experienced.

2.2 **Families First** - A number of prestigious awards have been won for services initiated, developed and funded within the Families First Programme namely the 'Team Around the Family in schools' initiative and the 'Jig-so Service'. These include the Guardian Public Services Award 2017, the Royal College of Midwifery National Award 2018 and the All Wales Continuous Improvement Council/Academi Wales Award 2018 Award.

During 2017/18, The Families Programme engaged with 6560 cases, closing 84% with a positive outcome. Distance Travelled Evaluations that showed a forward movement of 81%, while families reporting an improvement in family resilience of 78%. 86% of participants benefited from improved emotional/mental wellbeing.

2.3 The integrated **Jig-so Project** has been established and developed to support vulnerable young families from conception and during the child's infant years. This is a multi-disciplinary team of Midwives, National Nursery Examination Board (NNEB) and Parenting and Early Language Development practitioners working closely with wider partners such as core Midwifery and Health Visiting to provide a pathway of support. The Council is working with Health colleagues to develop further the Primary Care Early Years Project expanding to further GP Clusters as funding becomes available.

2.4 **Flying Start** - offers free, high quality part-time childcare for children aged 2 in targeted areas in the more deprived areas of Swansea. The aim is to help them develop so they are ready to start nursery school and to help their families support their children. In 2017/18, 2,955 children benefitted from the Flying Start programme and the childcare attendance average remained on target above the national average at 80%. The Council successfully applied to the Welsh Government for capital grants for Flying Start centres in the City. More than £100,000 will be spent improving pre-school facilities for young children in some of the most deprived areas of Swansea. It will be used to improve and upgrade children's areas, add additional facilities and improve security and safety at seven sites.

Moving forward, the focus is on developing a framework for children with additional learning needs aligned to the ALN system for statutory school aged children.

2.5 The **Continuum of Care** programme is key to embedding the Information, Advice and Assistance service and work to create other clear points of entry is the development of the local family support continuum and early help arrangements, which are also aimed at changing the 'doing for' culture. Timely delivery of this project is critical to the delivery of the strategies to safely reduce the numbers of Looked After Children and improve the financial sustainability of Child & Family Services.

3.0 **Working with officers in the Young People Services to monitor and support the reduction the number of young people requiring statutory intervention by Child and Family Services**

3.1 **Opportunities for Young People** - A new Youth Hub model was introduced following satellite club closures in 2017/18. During this period 1,262 Young People were supported through Youth Club provision.

However, moving forward further budget savings against youth club provision will be considered.

Gower Activity Centres provide valuable opportunities for young people to develop. 1,887 individuals accessed Gower Activities Centre during 2017/18. Building improvements have been completed at the Borfa House Centre during 2017/18. Rural RDP Funding was secured to undertake a feasibility study for next steps in the centres. This work is currently being undertaken and is due for completion in January 2019.

Info-nation is an Information, Advice and Assistance service available and accessible to young people who are 16 and 17 years based in the City centre, with a wide range of support available. During 2017/18, 3189 young people accessed support through Info-nation. This year also saw the continued embedding of the new co-location of Bays Plus into the model.

- 3.2 **Evolve** is Swansea Council's young people's service, offering a range of services for young people, and their families. This includes support from a lead worker, in times of difficulty, specialist support in areas such as sexual health, domestic abuse, risk taking behaviour, safety online and opportunities for young people that require additional support to get in, and stay in, employment, education or training.

The services contributes to the reduction in numbers of young people and families identified as Child in Need, on Child Protection Register or Looked After. In 2017/18, 508 families were supported with 46, with post 16 Cases being co-worked with Social Services. 244 pre-referral and family consultations took place, 35 referral / step down meetings from Social Services and 40 referrals recommended by Social Services. Results include 134 cases closed with improved well-being and improved school attendance in 223 cases.

Estyn have published guidance on the importance of youth work in providing a support structure around secondary education. Scrutiny is provided by the Corporate Parenting Board.

A new framework has been embedded with aim of improving performance. The continued process of embedding the Signs of Wellbeing Practice Framework across all teams to improve practice and outcomes will go on in 2018. Basic cost analysis work has been undertaken with further work to be taken forward. These calculations indicate potential savings to statutory services.

- 4.0 **Working closely with Cabinet colleagues and others to ensure the successful delivery of cross cutting initiatives such as NEETS Reduction, readiness for work, and apprenticeships**

- 4.1 **NEETS Reduction (Support)** - Programmes are targeted to work with young people who are at greatest risk of being NEET by offering tailored

support to remove barriers to education, employment or training, including strengthening young people's readiness to engage. The Cabinet members support the portfolio lead for Education improvement, Learning and skills in relation to this and other areas such as readiness for work and apprenticeships.

Robust multi-agency monitoring and tracking continues to take place under the authorities Youth Progression & Engagement Plan, overseen by the NEET (Not in Employment, Education or Training) Board.

The Council has also participated in the Cam Nesa collaboration aimed at reducing the number of NEET young people among 16-24 year olds. Cam Nesa is a regional programme led by Pembrokeshire which commenced work in January of 2018. To date the team has been recruited, and led by our Young People's Services.

Moving forward - The NEETs Board will be carrying out a review of activity, with a view to tweaking our Council and Partnership programmes to achieve further reductions in the numbers of young people who are NEET in Swansea. Cam Nesa will also continue, striving to deliver to the performance profile.

4.2 Readiness for Work (support) - Plans are currently being finalised to provide specific support to our Looked After Children to help them find and secure work under the umbrella of Swansea Working – an emerging programme that aligns employment support to ensure the right support is in place at the right time. This includes ring-fenced opportunities through our apprenticeships programme.

4.3 Poverty Reduction (support) – The Cabinet members ensure a corporate approach is adopted to implementing the revised Poverty Strategy. This includes the adoption of a Cross-Departmental Delivery Plan which sets out commitments across the council ensuring tackling poverty is everyone's business.

The work of Swansea working, including support for NEETs and Looked After Children will impact positively on poverty reduction.

4.4 Apprenticeships (support) - working across Cabinet portfolios achieves integrated results that add value. Collaborative work between Corporate Building Services and Social Services has resulted in significantly improving opportunities for Looked After Children to secure apprenticeships. 55 apprenticeships trained in 2017/18, with 3 apprenticeships being secured by Looked After Children. This is a direct result of promoting and targeting the scheme to Looked After Children.

5.0 Other Activities

5.1 Embedding UNCRC across council services - This teaches young citizens to respect rights, understand responsibilities and be globally

aware and responsible citizens by continuing to support schools to become UNICEF Rights Respecting Schools as part of our commitment to the UNCRC

We are continuing to roll out our Children and Young People's Rights Scheme in Swansea schools in order to teach children and young people about citizenship, rights and understand responsibilities. During 2017-18, 100% of Swansea's schools were engaged in the process and 75% had achieved Level 1 or above.

Although the contract with UNICEF to deliver the Rights Respecting Schools Award has now ceased, we are working on a sustainable model to 'train the trainers' to become assessors so that the assessment process can continue. In addition, we continue to promote Children's Rights within the Council and through our wider partnerships.

5.2 Promoting **Youth Inclusion and Citizenship** - Children and young people have also been involved in decisions that affect them through the Children and Young People Super Survey and the Big Conversation. In 2017, almost 4,000 children and young people were asked about their views on school, education, their health and well-being and decision-making. Almost 2,500 children and young people took part in the Big Conversation and discussed topics such as homelessness, healthy relationships and the Council's budget. Children and young people who were looked after (LAC) also took part in the process through the LAC forums such as the 123 Forum for 7-10 year olds, the Shout Out Group for 11-17 year olds, activities with Voices from Care and a new 16+ and Care Leavers Forum.

5.3 To develop a route **supporting looked after children/care leavers** into employment within and external to the Council. This builds on readiness for work (support). When a child is looked after by a local authority, the Council becomes a corporate parent with legal and moral responsibility for that child. The aim is for Looked After Children to succeed in school and to have opportunities for further education, higher education, employment or training. Cllr King sits on the Western Bay Regional Adoption Service Board.

6.0 The Well-being of Future Generations Act

The sustainable development principle's five ways of working underpin how the portfolio operates.

6.1 **Prevention** - The Council's Prevention Strategy aims to promote action to intervene earlier in order to support people at greatest risk, change behaviours and prevent the need for costly specialist services. It is anticipated that this will help to make families and communities more resilient, reduce the demand for Council services, lower costs and achieve better outcomes

Work in the early years of a child's life can help support families and mitigate the effects of deprivation on future life chances and prospects. Early Years provision at the earliest possible stage in a child's life can help prevent the escalation of need into more costly statutory services, support children to achieve at school and break the cycle of poor future outcomes; particularly those caused by Adverse Childhood Experiences. At the same time, key public health messages can be promoted and conveyed helping to improve overall health and well-being.

The premise of the Families First programme is prevention, early intervention and a focus on the long term as opposed to reactive services responding to needs higher up the continuum. There is a strong focus on ACEs in relation to prevention work.

- 6.2 **Involvement** – Looked after children now have an even stronger voice in what matters to them and better life opportunities achieved through a range of high quality services, which is supported by Swansea's Corporate Parenting Board. A new Participation and Coproduction strategy in Child and Family Services seeks to promote a wider range of participation and involvement opportunities for looked after children. Bright Spots, provides 360-degree feedback for children in framework placements, life story work, presentation at reviews, etc.

Best Start events in 2018 showed great public interaction. Twitter impressions from Jan-September 2018 numbered over 145,417.

- 6.3 **Long term** – Flying Start has a focus on the long term as opposed to reactive services responding to greater needs particularly in relation to children's development.

Swansea still has large numbers of people not in work. The detrimental impact of deprivation begins at a very young age and builds up through a person's lifetime. The Council's Youth Progression and Engagement Framework seeks to help break this cycle by providing opportunities to ensure that young people have opportunities to be in education, employment or training so that they can reach their future potential.

- 6.4 **Integration** – Close links have been developed between Flying Start and the Foundation Phase in order to ensure children's readiness for school and to prevent educational disadvantage in later school years. Coordinating work with Health partners ensures that all children access part time Foundation Phase entitlement help from the term following their third birthday.

Evolve Youth Services is working towards the continued integration of work with schools and area social work teams. The contribution of staff member to a new integrated IAA service following Vanguard review should be noted.

- 6.5 **Collaboration** – This common denominator underpins the portfolio’s services. The extent to which this portfolio supports other Cabinet member’s areas of responsibility is notable. Apprenticeships, safeguarding, NEETS reduction, poverty reduction etc. are very much Team Swansea approaches with the Cabinet members like staff engaging across sectors to improve well-being. Councillor Evans and Cllr King respectively chair and vice-chair the Children and Young People’s Partnership.

An excellent example of collaborative working is the purpose built Mountain View Children’s Centre, GP Surgery and Pharmacy. The co-location of complementary services enables parental engagement to be enabled and maximised e.g. baby massage is offered alongside baby clinic.

Another example is the investment in new NEET provision at Info-Nation located on the Kingsway, which is co-located with a wider range of Post 16 providers.

- 6.6 Examples of where **contribution to the national well-being goals** can be seen include

- *A more Equal Wales* – where children utilise the strengths of families and communities in their own care so that they reach their potential and avoid needing to access or remain in statutory services.
- *A Wales of Cohesive Communities* - Council employees, elected Members and people in our communities feel confident about how to identify, discuss and report safeguarding concerns in respect of children and adults.
- *A globally responsible Wales* – the Council’s safeguarding arrangements are informed by the Council’s commitment to the United Nations Convention on the Rights of the Child (UNCRC). Each secondary school in Swansea were asked to nominate pupils for the UK Youth Parliament and a Member and Deputy Member were elected in July 2017.
- *Vibrant culture and thriving Welsh Language* - Swansea Museum and the Glyn Vivian art Gallery have undertaken exhibition and project work that has included work with NEET young people and young carers. A regional collaboration with Creative & Cultural Skills offering work placements in Heritage Skills (funded by HLF) for young people who are not in employment, education or training (NEETs) is hosted at our Galleries and Museums. The first cohort begin their placement in September 2018.
- *Cohesive Communities* – The Fusion programme has proved a cost effective way of bringing together the Council and third sector to create more cultural opportunities for more diverse communities. Regular free

culture sessions are now being provided for vulnerable groups which include looked after children, carers and NEETS.

- *Resilient Wales* – Gower Activity Centres provide valuable opportunities for urban children to experience nature and develop an appreciation for biodiversity.
- *Prosperous Wales* – Swansea Working and efforts to support vulnerable children be the best they can be will enable a well skilled workforce and stronger economy.

7.0 Links to the Public Services Board and Local Well-being Plan

- 7.1 The multi-agency working common to so many of the portfolio's services means that most activity has a link to the Public Services Board's Local Well-being Plan. Best Start in Life is a collaborative work stream led by Public Health Wales with the Early Years Steering Group reporting directly to the Public Services Board.

As a Local Well-being Objective, an action plan is being agreed to implement specific steps which include multi agency support for parents through birth and during early childhood, further integrating Early Years services and earlier intervention. Recent achievements include joining the First 1000 Days Collaborative. Swansea is the first PSB region in Wales where all PSBs are committed to this initiative.

Close connections to Council services such as flying start are implicit within the Early Years Local Well-being objective. While work supporting NEET reduction, Readiness for work, poverty reduction and Evolve (Young People Services) are supportive of the Local Wellbeing objectives of Stronger Communities and Live Well, Age Well.

The Assessment of Local Well-being also plays a key role in providing many services such as NEET Reduction with an evidence base and is central to all work in Evolve (Young People's Services)

- 7.2 **Lead Elements of Sustainable Swansea** - The particular areas relevant to this portfolio are the; the increased focus on prevention and early intervention as a way of managing growing demand effectively, a shift to greater citizen involvement and coproduction; a more multi-agency approach to meeting people's needs and a culture shift from 'service deliverer' to 'service enabler'.

8.0 Financial and Legal Implications

- 8.1 There are no financial implications associated with this report
- 8.2 There are no legal implications associated with this report

Agenda Item 7



Report of the Cabinet Member for Children Services (Young People)

Scrutiny Programme Committee – 12 November 2018

Children & Young People's Rights Scheme Annual Progress Report 2018

Purpose	To present the report on the progress of the implementation of the Children & Young People's Rights scheme in Swansea.
Content	<p>This report includes details of:</p> <ul style="list-style-type: none">• An overview of how the Children & Young People's Rights Scheme was developed and is being implemented• Details of how we have promoted knowledge and understanding of the UNCRC through training and awareness raising sessions• How we have taken a whole Council approach to embedding Child Rights• The participation of Children & Young People in decisions that affect them (Article 12)• Accountability and compliance• Next steps looking ahead
Councillors are being asked to	Give their views on the progress in relation to the Children & Young People's Rights Scheme and how the UNCRC has become embedded in Councils Policy Framework.
Lead Councillor(s)	Councillor Will Evans – Cabinet Member for Children Services (Young People)
Lead Officer(s)	Jane Whitmore – Partnerships and Commissioning Team Manager
Report Author	Katie Spendiff – Children's Rights Co-ordinator 07471145410 katie.spendiff@swansea.gov.uk
Legal Officer:	Lucy Moore
Finance Officer:	Chris Davies
Access to Services:	Catherine Window

1. Introduction

- 1.1 As outlined in the Children & Young People's Rights Scheme the Council's Scrutiny Programme Committee will assess the work undertaken and the way the scheme is being implemented across the Council and its impact on children and young people.

2. Annual Report

- 2.1 This report is the third progress report on the due regard duty for embedding the UNCRC into the local authority policy framework and specifically focuses on progress made in the areas outlined in our Action Plan 2017/18.
- 2.2 The full report on the annual progress of the implementation of the Children & Young People's Rights Scheme in Swansea is **appended**.
- 2.3 The report covers;

This report includes details of:

- An overview of how the Children & Young People's Rights Scheme was developed and is being implemented
- Details of how we have promoted knowledge and understanding of the UNCRC through training and awareness raising sessions
- How we have taken a whole Council approach to embedding Child Rights
- The participation of Children & Young People in decisions that affect them (Article 12)
- Accountability and compliance
- Next steps looking ahead

3. Legal Implications

- 3.1 There are lots of legal issues underpinning UNCRC and children's rights but the report itself doesn't create a legal issue

4. Financial Implications

- 4.1 Whilst there are no immediate financial implications arising from this report, it should be assumed that any resultant future spending needs will need be contained within existing budget provision and have full and due regard to the budget principles set out in 'Sustainable Swansea – Fit for the Future', the medium term financial plan and the likely levels of future budgets.

Background Papers: Children & Young People's Rights Scheme
<http://www.swansea.gov.uk/childrensrightsscheme>

Appendix 1: Annual report implementing the Children & Young People's Rights Scheme in Swansea



Children's Rights in Swansea

Annual Report on implementing the Children & Young People's Rights Scheme in Swansea.

September 2017 to August 2018

If you have any queries please contact Katie.spendiff@swansea.gov.uk



Hello

Swansea Council values children and young people and the part they play in our communities.

We are committed to children's rights.

We are creating a culture where children's rights are at the centre of our work. We aim to consider them in everything we do.

This is important. Every Child has rights.

Understanding and respecting Children's Rights gives us better services and better results in the lives of children, young people and families.

Children's rights

The UNCRC is the United Nations Convention on the Rights of the Child. It is a list of rights for all children and young people aged 0-18 years across the world and includes the things children need to be healthy, safe, able to participate and be the best they can.

The Children and Young People's Rights Scheme in Swansea:

This scheme was launched in November 2014. We were the first county to voluntarily make it part of our work. The Scheme means we pay 'due regard' to the UNCRC when making decisions.

- We do this by:
- encouraging participation so children and young people have a say in decisions
- sharing knowledge and understanding of the UNCRC
- having systems for feedback and complaints
- gathering evidence of how following the UNCRC changes decisions and improves lives.

This is a report on what Swansea Council has done this year to put the Children & Young People's Rights Scheme into action.





1: Engagement and participation

We recognise the value and importance of listening to what children and young people have to say.

Duty

In Wales, Council's have to make sure there are opportunities for children to have a say in decisions which affect their lives

1,521 children and young people had opportunities to have their voices heard. Having them involved has made a real difference to our plans and services.

Some of the outcomes from these include:

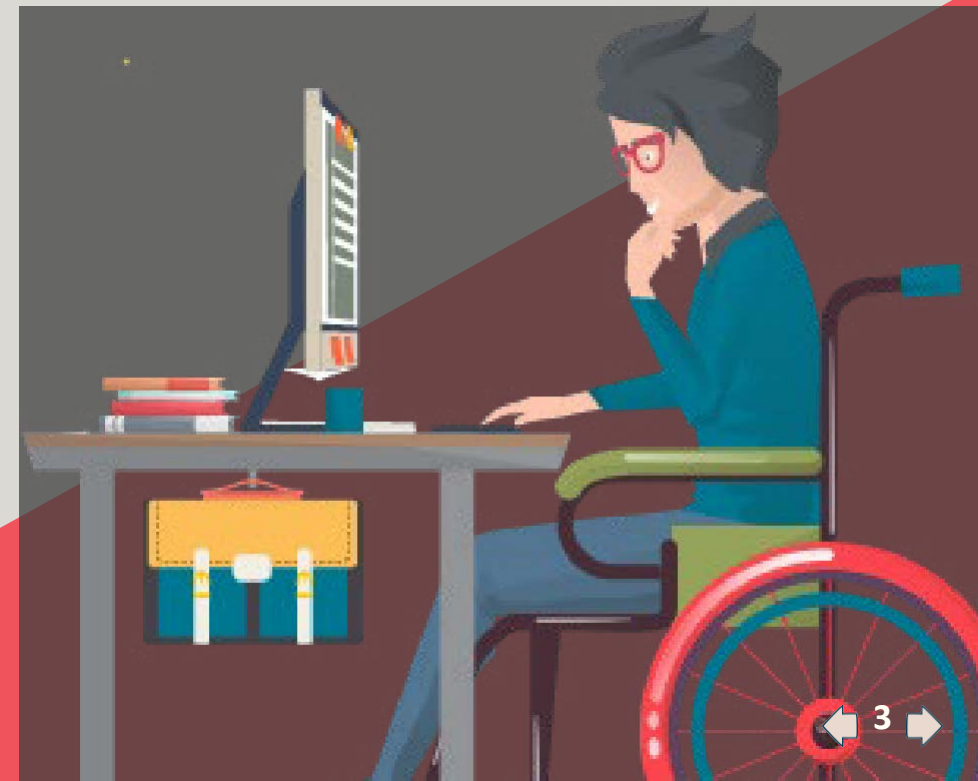
- Working together to develop more Big Conversations for a wider age range of children
- Holding the first ever Big Conversation for children aged 7-10 where 133 children from 33 primary schools came together to talk about Swansea's Wellbeing Plan.
- Young People working with a professional stage school to create, produce and perform a production based on Community Safety messages
- Changing the way in which the High Five Awards are promoted
- Developing plans for services to act on the issues raised by children in Care

How

Working together – We cannot do this on our own. We work with schools, communities, services and other partners too.

We held different forums, events and projects across Swansea through **Big Conversations** – open, safe and fun ways for children and young people to be heard:

- **Big Conversation Forum** – 539 11-18 year olds explored topics including extremism, gender equality and Swansea Council's Budget.
- **Pupil Voice Forum** – 165 children and young people aged 7-18 took part in the Pupil Voice Forum. Topics included Identity and Equality, The Future of Education in Swansea (Abertawe 2025) and a consultation on services for children whose first language is not English
- **Forums for Children who have experienced care** – 67 children took part in forums to let us know what is important for children in care and those who have been, and have now left.
- **School Visits** – 617 children worked with through visits to schools, to school councils and other school clubs.





The Corporate Parenting Challenge – a week of activities with children who have experience of being in care.

Corporate Parent – as a council we have the same responsibility to care for the children we look after as a parent.

The Council know that good experiences for children and young people to be listened are very important.

This year the Corporate parenting Challenge changed. Time was taken to work with, and build good relationships with children and young people who worked on making information to share with adults who make decisions about their lives. This includes Councilors, managers, social workers, health workers, youth workers and many others.

10 Young people spent 8 weeks planning and taking part in activities and talking about the issues that matter most to Children in Care or have been in care. This year the most important issues agreed:

- Understanding and knowing how Services work
- Promoting children's right to be heard and exploring ways this can be achieved
- Understanding paperwork that is completed about children in care
- Working better together with adults to make decisions as a team

Some of the outcomes include:

- Children have worked together with adults to decide what the best ways of working together are
- A clear plan has been made to make sure adults and children work together in a way that is right for children
- New opportunities for children and young people to have their voices heard have been set up to include:
 - Opportunities for children aged 7-10 years in care
 - Opportunities for young people aged 11-16 years in care
 - Opportunities for young people aged 16-25 years who have left care
- These opportunities will give children, Young people and adults' space and time to work on the things they have said are important.
- Team champions are nominated to promote children's rights to the people they work with.



2: Promoting knowledge and understanding



We are committed to supporting people to understand children's rights. We want services to think about the UNCRC in their day-to-day work.

Duty

To develop knowledge and understanding of the UNCRC through training for staff and decision makers.

How

We have supported 149 people to understand the UNCRC, including:

- School Governors training as part of the Annual School Governor Training Programme
- Development sessions with Early Years Professionals on Rights in Early Years and on programmes that help children to be ready for school (Good Start Great Start)
- Sessions with students studying degrees for work with children to understand the UNCRC
- Training people who work with young parents to deliver sessions to them on Children's and Human Rights.
- Development session on UNCRC and restorative practice with student volunteers At Discovery

We have supported schools through the UNICEF Rights Respecting Schools Award with:

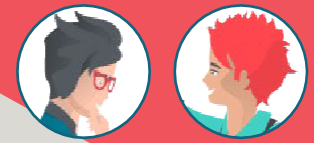
- Full INSET training
- After school workshops and sessions for pupils.

100% of schools are now engaged in the Rights Respecting Schools Award journey. Work will continue to support schools in 2019 (see page 10).

We have worked together to learn about rights by:

- Working with others to make sure children's rights is embedded for **future generations**. This means making sure the voices of children are heard, sharing good practice and making information understandable for people.
- Supporting the **Children and Young People's Partnership Board** to embed the UNCRC when working on children and young people's issues.
- Taking part in a **Children's Rights Summer School**, and working with people from other countries to learn about rights across the World.
- Using **Magic Moments** to understand the importance of memories and stories when having your voice heard.
- Working to create a **child friendly city** where rights are visible and respected across the city.





Whole Council Approach

In Swansea, everyone working for the Council is a member of the team.

We are committed to the best outcomes for children and young people, delivering the best services and keeping them safe.

Following the children's rights scheme has changed how we work.

We have one shared approach to making sure the UNCRC is part of all our plans and policies. This includes thinking about how any decisions may affect children and young people's lives

Children's rights are part of our corporate plans including our:

- Strategic Equality Plan
- Democratic reporting process
- Scrutiny reporting process

Children's rights are part of our development and place plans including:

- City of Culture plans
- City Centre Redevelopment plans including production of
- Dilly footprints

Children's rights are part of our plans for education, people and well-being including:

- Strategic Equality plans in schools
- School Council Audit
- Corporate Parenting Strategy
- The Early Years Strategy
- Our approaches to school readiness in
- Childcare settings
- Healthy and Sustainable Pre-School Scheme
- Play Sufficiency Assessment
- Young People's Service plans
- Child and Family Service's Participation and Children's Rights Plan
- Swansea's Public Service Board's Wellbeing Plan

Children's Rights are celebrated:

- On International Children's Rights Day, children and adults in
- Swansea presented their success to over 100 guests from across Wales





3: Raising awareness

We want everyone to know about children's rights.

Duty

Toraise awareness of the UNCRC to everyone including children and young people.

How

We worked with children and young people to develop a county-wide rights mascot. They decided on Dilly the Dragon.

Dilly Dragon

Dilly works hard and has:

- A flag that flies during planned periods from the Civic Centre Building
- #DillyDragon #DdraigDilly linked to the Corporate Facebook and Twitter
- Promotional materials like pens, headphones, water bottles, posters and badges.
- a new Instagram page @dillydragonswansea
- been seen on hidden rocks across Swansea as part of the Dilly Dragon Rocks project launched at National Play Day

Partners have linked pieces of work and the UNCRC to Dilly's work. This includes promoting Dilly on:

- Playful Schools' plaques and signage
- 'Smoke Free Beach' and Smoke Free School Gates' signage
- Swansea's Best Start Campaign
- Regular posts to the Children's Commissioner's 'Rights Hour' Twitter feed
- Development of Dilly footprints across the City Centre

Dilly the Dragon's work will continue in the next year.

Promoting rights to in schools:

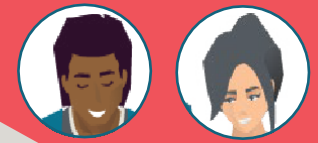
Rights are promoted to Children and families in schools through the Rights Respecting Schools Award.

- 100% of schools are engaged with the Rights Respecting Schools Award
- In 2018/19, teachers and Council Officers will train to be assessors of the award. This will make accreditation free for schools.
- This is an innovative move to make sure schools can be recognised for the excellent rights work they, but at no cost to them.



4: Improving how we work

We are committed to listening and improving the way we work.



Duty

To have a system that can receive feedback and complaints.

How

We have ways for children and young people to question decisions and tell us what they think.

As well as through the Big Conversation, we have an email address where anyone can question decisions, ask for advice and tell us what they think.

It is UNCRC@swansea.gov.uk

If you feel your rights are not being met

If people feel their rights are not being met and wish to make a complaint, Swansea Council has a complaints process that sets out the steps we go through to listen to issues and deal with them.

This can be found at <https://www.swansea.gov.uk/article/7326/Corporate-complaints-procedure>



5: Collecting evidence



It can be difficult to measure the outcomes of children's rights in our work. However, we have feedback from schools, children and young people and partners that it does.

Duty

To make sure we follow the UNCRC, are accountable, and have evidence of the difference it makes.

How

The Children's Rights Impact Assessment

This process helps decision makers look at how their policies and actions will affect the rights of children.

We have received assessments from many departments in Swansea. So direct or indirect impact on children and young people. Evidence show assessments help avoid barriers, tackle poverty, address inequality and

Rights Respecting Schools Impact Assessment process

As part of the award schools are asked to identify the impact that respecting rights has on pupils lives. This gives us evidence on how children's rights work:

- builds positive relationships and behaviour
- develops positive attitudes towards diversity
- challenges prejudice
- reduces bullying
- gives pupils confidence to respect rights.



Next steps: Looking ahead to 2019.

We work hard to make sure children's rights are respected but there is always more to do.

This table shows what we said we would do this year, what we have done, and what we need to do next.

What did we need to do?

Broaden Our Approach

- Work with departments to offer training that helps them understand the UNCRC and the council's commitment
- Decide how Dilly should be used across the Council to promote children's rights

Extending Our Offer

- Explore ways to make the Big Conversation available to:
 - Children aged 7-10 years
 - Young people who are not in school
- Extend the Corporate Parenting Challenge to include children and young people aged 7-21 years

Being More Visible

- Make sure Swansea's work on Children's Rights is promoted on social media
- Make sure the council's web pages on children's rights are up to date and relevant for the people that need to look at them

Assessing Impact

- Understanding the difference children's rights approaches make for children in Swansea including the Rights Respecting Schools Award and the Children's Rights Impact Assessment

What have we done?

Broadening our Approach

- 149 people have received training on UNCRC. Many more have received advice and support. This is difficult to measure.
- Dilly is promoted ad-hocly but a process needs to be formalised.

Extending Our Offer

- Plans have been made to extend the Big Conversation to younger children and older people. Dates and themes have been set.
- Opportunities for people aged 7-21 years who experience care have been developed through a Participation Strategy

Being More Visible

- #dillydragonswansea now exists on Instagram
- Work is being done to think about how Dilly can promote human rights for all people living, working and learning in Swansea.
- UNCRC web pages are being updated

Assessing Impact

- Work has been done to map good rights work that takes places across organisations in Swansea
- Teachers and Officers will be trained to provide free RRSA to schools
- Impact of children's rights work needs to be explored

What do we need to do now?

Broadening Our Approach

- We need to think about what training we offer and who delivers this
- We need to think about how departments report their rights work strategically
- We need to decide how Dilly is promoted across the Council

Extending Our Offer

- We need to test the new Big Conversation Offer and work with others to make sure it is successful
- We need to make sure what children say is heard and can affect change
- We need to test new plans for children who experience care and make sure they work

Being More Visible

- We need to make ourselves even more visible on social media and through the press
- A brand for human rights need to be developed.
- We need to find out if the Council's website is where children look for rights information

Assessing Impact

- We need to test our new Rights Respecting Schools approach and make sure it works and is sustainable.
- We need to evaluate how well the Children's Right Scheme works
- We need to promote how children and their families can let us know if they feel their rights are not being met.

Agenda Item 8



Report of the Chair

Scrutiny Programme Committee – 12 November 2018

Scrutiny Performance Panel Progress Report

Purpose	The Committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panel conveners will regularly provide a progress report, updating the Committee on headlines from their Panel's work and impact.
Content	This report focuses on the following Performance Panel: a) Child & Family Services
Councillors are being asked to	<ul style="list-style-type: none">• Ensure awareness and understanding of the work of the Panel• Consider its effectiveness and impact• Consider any issues arising and action required
Lead Councillor(s)	Councillor Paxton Hood-Williams (convener)
Lead Officer & Report Author	Liz Jordan Tel: 01792 637314 E-mail: scrutiny@swansea.gov.uk
Legal Officer:	Tracey Meredith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 There are six Performance Panels which have been established by the Committee. Whilst the work of Inquiry Panels leads to the production of a final report with conclusions and recommendations for Cabinet based on evidence gathered on a specific issue, the work of Performance Panels represent regular monitoring of, and challenge, to particular services.
- 1.2 Performance Panels are expected to have on-going correspondence with relevant cabinet members in order to share views and recommendations, arising from monitoring activities, about the performance of services and service delivery.

1.3 The Committee is responsible for managing the overall work of scrutiny and its effectiveness. Performance Panels Conveners will therefore provide a regular progress report to the Committee to enable:

- a discussion on the work of each Panel, achievements, effectiveness and impact
- the Committee to consider any issues arising from Panel activities which may have an impact on the overall scrutiny work programme
- awareness amongst the Committee as well as visibility across the council and public.

1.4 This report is about the following Performance Panel:

a) Child & Family Services

To focus the discussion a short written report has been provided by the convener of the Panel, and is **attached**. This includes a summary of Panel activities, correspondence between the Panel and relevant Cabinet Members, proposals made and impact.

1.5 The membership of the Child & Family Services Performance Panel (8) is as follows:

Labour Councillors: 5

Cyril Anderson	Peter Jones
Mike Durke	Des Thomas
Yvonne Jardine	

Liberal Democrat/Independent Councillors: 2

Kevin Griffiths	Susan Jones
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Conservative Councillor: 1

Paxton Hood-Williams (CONVENER)	
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2. Legal Implications

2.1 There are no specific legal implications raised by this report.

3. Financial Implications

3.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

Appendix 1 – Scrutiny Performance Panel Update

Child and Family Services Scrutiny Performance Panel Update

1. Remit of the Panel

The overarching purpose of the panel is to: provide ongoing challenge to child and family social services performance to ensure that as the service is undergoing major change performance is maintained and that further improvements are made across all areas of the service.

2. Key Activities

The Panel discussed and agreed their work plan for the year in April and is currently meeting on a bi-monthly basis. Since the last update the panel has looked at the following:

- a) Child and Family Services Complaints Annual Report 2016/17 (April)
- b) Performance Monitoring report (April)
- c) Impact of Prevention and Early Intervention on Child and Family Services (under 11 and over 11 services) (June)
- d) Update on Regional Adoption Service (August)
- e) Advocacy update (August)
- f) Bright Spots Survey (August)
- g) Update on Youth Offending Service (October)
- h) Performance Monitoring report (October)
- i) Feedback on Inspection Reports (October).

3. Achievements / Impact

We have sent 4 letters to the Cabinet Member for Health & Wellbeing since March in order to give our views, raise concerns and make recommendations, for example:

Positives:

- Complaints Annual Report 2016/17 - only 3 complaints went for investigation at stage 2 of the complaints process in 2016/17 and there were no findings of maladministration by the Ombudsman in relation to Swansea Children's Services in 2016/17
- Number of assessments carried out - number of assessments carried out within 10 days markedly increased during the month and is on target. Number of assessments carried out in 42 days improved but is still below target.
- Thematic Analysis of children becoming looked after - In 2017/18 there was an increase of 8.24% in numbers of Looked After Children in Swansea. The Department did not expect such a dramatic rise in such a short space of time and therefore a thematic review was undertaken to give a better understanding of some of the factors involved in increasing the numbers and to allow them to plan and deliver services more effectively. Some of the things mentioned in the report that will make a difference have already been implemented. Panel felt this was an excellent piece of work.
- Bright Spots Survey – this highlighted some bright spots for Swansea and where improvements need to be made and this will be included in the Corporate Parenting Board Plan.
- Care Inspectorate Wales Inspection reports – CIW undertook two inspections in July 2018, a full inspection of Children Services within the Authority and an inspection of Foster Swansea. Panel felt that overall these were excellent reports and they were very positive about the Service. However there is still room for improvement so it is good to see an improvement plan has been put in place. The Panel was also pleased to see the positive comments about scrutiny in the reports - 'There are robust scrutiny arrangements in place to hold senior officers of the local authority to

account. These are supported by comprehensive dashboard data and reporting arrangements, which facilitate analysis and challenge.’

Issues / Concerns:

- Life Journey Materials – quantity and quality of LJM is a concern but is expected to improve with implementation of the LJM Framework from April. Also concern that this is an additional task for social workers to do when they already have a very heavy workload.
- Child Protection – concern the percentage of children on the Child Protection Register that have been registered previously is high, although it has come down slightly. Most children are not coming back for the same reason but that there is a need to monitor this closely.
- Family Support Continuum – concern work on this is too high level and there is a need to talk to the people who are affected in order to work out the best way to try and solve issues.
- Advocacy – Dave Howes now chairs the national board. Panel concerned there is still an issue over costs and future funding. Panel offered to help, if they can, to progress the issue.

4. Future Work Programme

The programme for the remainder of this municipal year is as follows:

Meeting date	Item to be discussed
Meeting 4 18 Dec 2018	<ul style="list-style-type: none"> • Corporate Parenting Board update • Performance Monitoring
Additional Meeting 11 Feb 2019	<ul style="list-style-type: none"> • Draft budget proposals for Child and Family Services • Cabinet Members presentation and Q and A session
Meeting 5 25 Feb 2019	<ul style="list-style-type: none"> • Update on Impact of Prevention and Early Intervention on Child and Family Services • Safeguarding – Child Sexual Exploitation • Child Disability update
Meeting 6 29 April 2019	<ul style="list-style-type: none"> • Performance Monitoring • Child and Family Services Complaints Annual Report • End of Year Review

5. Action for the Scrutiny Programme Committee

None.

Agenda Item 9



Report of the Chair

Scrutiny Programme Committee – 12 November 2018

Pre-decision Scrutiny – Role of the Committee

Purpose	This report provides guidance on pre-decision scrutiny ahead of consideration of the Cabinet report on: a) Homelessness Strategy and Action Plan 2018-2022.
Content	This covering report explains the role of the Committee in undertaking pre-decision scrutiny. The actual Cabinet report which is being considered by Cabinet on 15 November will be circulated when the Cabinet agenda is published.
Councillors are being asked to	<ul style="list-style-type: none">• note the pre-decision scrutiny process and role of the Committee• consider the Cabinet report and proposals• agree any views on the proposed decisions that are to be raised with Cabinet
Lead Councillor	Councillor Mary Jones, Chair of Scrutiny Programme Committee
Report Author	Brij Madahar, Scrutiny Team Leader Telephone: 01792 637257 brij.madahar@swansea.gov.uk
Legal Officer	Tracey Meredith
Finance Officer	Paul Cridland

1. Introduction

1.1 The Scrutiny Programme Committee will carry out pre-decision scrutiny or delegate to relevant Scrutiny Panels.

1.2 The issue of homelessness has already been a focus of the Scrutiny Work Programme. A Scrutiny Working Group met in May and June 2018 to look at activities to manage homelessness, the current position, performance of relevant services, and challenges.

1.3 Aware that a new Homelessness Strategy was being developed by the Council the Committee agreed that this should be subject of pre-decision scrutiny. Ahead of this the Committee met on 1 October to give views on the published consultation draft so that they can be considered, along with other consultation responses, and inform the preparation of the cabinet report and final Strategy. As a reminder of the issues raised then the consultation response submitted by the Committee to the Cabinet Member for Homes & Strategy is attached as **Appendix 1**. The Committee will be interested to know how its views were considered and what changes were made to the Strategy / Action Plan following consultation process.

1.4 The final Homelessness Strategy and Action Plan 2018-2022 is scheduled for decision by Cabinet on 15 November. It is also scheduled to then be reported to Council, for information, on 20 December. The cabinet report will be circulated when the Cabinet agenda is published.

2. Role of the Committee

2.1 The purpose of pre-decision scrutiny:

- It entitles scrutiny to discuss proposed Cabinet reports, where a clear recommendation(s) exists, before decisions are taken by the Executive.
- Acting as a 'critical friend', it enables scrutiny to ask questions about a report to develop understanding and inform and influence decision-making, for example asking about:
 - the rationale for the report
 - robustness of the proposed decision and decision-making process
 - potential impact and implications (including policy/budget issues, social, economic and environmental impact) and risks
 - how different options have been considered
 - the extent of consultation undertaken
 - implementation and measures of success etc.
- It enables scrutiny to provide a perspective and report its views and any issues to Cabinet. The chair, on behalf of the Committee, can attend the Cabinet meeting to share the views of scrutiny on the report prior to Cabinet decision. This may include giving support, providing other suggestions on the way forward, or flagging up any concerns.
- The views of scrutiny are required to be formally considered by Cabinet before it makes the decision and feedback should be given including explanation for any rejection of views expressed.

2.2 On this occasion the relevant Cabinet Member(s) is unable to attend the meeting however, relevant officer(s) involved in the development of the report(s) will be present to assist the Committee and provide appropriate advice.

2.3 The Committee (through the chair) will write to the relevant Cabinet Member with its views following pre-decision scrutiny. The chair will have the opportunity to attend the cabinet meeting on 15 November to verbally feedback the Committee's views, conclusions and recommendations about the report.

3. Cabinet Response

3.1 Cabinet must formally consider scrutiny views at its meeting. It may decide that any issues raised by scrutiny can be dealt with at the meeting and decision taken. It may decide that more time is needed to consider the views of scrutiny and defer decision to the next (or a special) meeting of Cabinet.

3.2 The relevant Cabinet Member is expected to write back to the Committee with feedback from Cabinet, and should include explanation of any rejection of scrutiny views.

4. Legal Implications

4.1 In accordance with the Council's Constitution "pre-decision scrutiny gives scrutiny the opportunity to influence Cabinet decision making as a critical friend". "The views of the scrutiny committee are formally presented (either in a written report or verbally by the scrutiny Chair) to the Cabinet meeting for the Cabinet to consider and inform its decision making".

5. Financial Implications

5.1 There are no specific financial implications raised by this report. Financial implications of the actual cabinet report(s) are contained within those reports.

Background Papers: None

Appendices:

Appendix 1 – Consultation Response from Scrutiny Programme Committee dated 9 October 2018

Appendix 2 – Cabinet Report – Homelessness Strategy & Action Plan 2018-2022 (to follow)

Consultation Response from Scrutiny Programme Committee

Draft Homelessness Strategy & Action Plan 2018-2022

The Committee appreciates the opportunity to discuss the draft Homelessness Strategy and Action Plan 2018-2022 on 1 October 2018 with the Cabinet Member for Homes & Energy and key officers involved in developing this work, Steve Porter and Rosie Jackson. We credit those involved in the production of the Strategy and extensive Action Plan.

With the benefit of this discussion this document contains the views of the Committee on the draft Strategy and Action Plan to feed into the consultation process which we hope will help inform the preparation of the cabinet report and final Strategy in November.

We will be arranging a pre-decision scrutiny meeting to look at the cabinet report and to hear how the views of the Committee that follow have been considered, and response to issues raised.

We noted that although there is legislative requirement for Strategy is to be implemented by the end of 2018, any agreed Strategy will be open to amendment at any time i.e. flexibility is a given and over time the Strategy and actions may need to be modified, adapting to changing circumstances / environment, to ensure it remains fit for purpose.

Specific Comments:

Objective 1: Ensuring service users are at the centre of service delivery

Key Priorities Section 11.6 (Service User Involvement) - We welcome that there will be a focus on ensuring that the principles of co-production are incorporated into the design and delivery of services, and that the development of a Homelessness Charter and Service Standards will be co-produced. This should enable people with experience of homelessness to be meaningfully involved in planning services. Better service user involvement and equalities monitoring is necessary, to ensure services are accessible to all. There is a need to ensure however that there are robust methods in place for doing this so we ensure it is not just a tick-box exercise.

Objective 2: Prioritising early intervention and prevention of homelessness

We welcome the plan to develop an education programme to increase knowledge of housing and homelessness issues in partnership with young people to improve homelessness prevention services for young people. It is not clear however how this will be developed – it could be good opportunity for co-production with our schools and colleges and other organisations, who we would expect to want to be part of this, as well as of course service users.

We welcome the development of pre- eviction protocols with all housing providers and work to understand reasons for abandoned tenancies.

Noted:

- Whilst every effort would be made to avoid evictions, including supporting tenants with rent arrears from the Prevention Fund, the safety of staff, people and communities will be paramount.

It is noted that in **Objective 2.1** of the Action Plan it is the intention to monitor evictions accurately across all forms of housing and to have this in place by March 2020. We would ask what resource is envisaged as being needed to deliver this action. Also, whether regular statistics be published by the council and where will they be available.

Section 9.3: Profile of Homelessness / Objective 2.6 (Monitor reasons for loss of rented accommodation in order to better understand the drivers behind this cause of homelessness) - The loss of rented accommodation remains the biggest single cause of homelessness (18%) both in Swansea and across Wales. It is not clear how activities to improve understanding of impact of welfare reform on tenancy sustainability, and monitoring to fully understand and evaluate other reasons for loss of accommodation, are going to reduce evictions from private rented accommodation when landlords cannot be compelled to provide accommodation.

There is some concern about a lack of one-bedroom properties across Swansea available for rent that would help increase supply of suitable accommodation.

Noted:

- The Housing (Wales) Act 2014 presents a fundamental challenge as it expects a greater use of private rented sector to discharge statutory homelessness duties.
- Many private rented sector properties are being used, and we want to get more landlords on board, for example through increased advice and support, to facilitate greater access to the sector to alleviate homelessness. There is much that can be done to reduce evictions.
- The Housing into Homes Loan Scheme (for empty properties) is helping to increase the supply of private rented accommodation, where landlords can access loans to bring properties up to standard with agreement to then let to a Council tenant for 48 months
- The Council will be looking at all Council land – East or West – for future house building projects. The increasing demand for 1 or 2 bedroom properties is acknowledged.
- The Council does talk to other house builders, including RSLs about the need for more smaller properties, and talks to neighbouring Councils about what they could do to help each other and support efforts to tackle homelessness across the region e.g. Neath Port Talbot Council has recently increased its supply of temporary accommodation flats which may have a positive effect on rough sleeping in Swansea.

In **Objective 2.11** it is envisaged that the council carry out a mapping exercise on existing mediation provision by October 2019, including how they are accessed, availability funding arrangements and good practise here and elsewhere. We would ask what mediation is currently available in Swansea, and whether the council envisages having to set up a stand-alone service to meet the demand for this service.

Objective 3: Ensuring suitable accommodation is available for people who are or may become homeless

Key Priority Section 11.4 (Access to Permanent Accommodation) / Objective 3.1 - This identifies a need to increase access to the private rented sector and work closely with Registered Social Landlords (RSLs) to set out and agree expectations to identify how the social housing sector will work together to alleviate homelessness. However, in the action plan the timescale for written agreement with RSLs seems too long (April 2021), given that we have already been working closely with housing associations for some time – why such a long run-in time to deliver on this aspiration? Also, is it now time to develop a common waiting list with RSLs that will incorporate the allocation of housing by need across the sector?

Universal Credit has made access to housing for people more difficult. It is not clear how the Council will work around this issue.

Noted:

- It may take time to get this work embedded and requires 3 RSL partners to be signed up to this.
- Action plan timescales are affected by other priorities e.g. developing Housing First approach.
- A common waiting list has been discussed previously and is problematic and too simple an answer to a complicated issue, but better relationship with RSLs and working together will help deliver improvement.

Objective 3.4 (Reduce the use and length of time spent in temporary accommodation for homeless households with complex needs [i.e. Mental Health issues & Learning Disabilities, substance misuse] spend in temporary accommodation) - It is not clear what specialist supported accommodation is envisaged, and whether Social Housing Grant has been earmarked for such developments.

Noted:

- More supported housing is not necessarily the answer here
- The Housing First approach, with wrap around support, may be more successful in getting people out of temporary accommodation more quickly
- Stopping evictions is perhaps more important than developing more supported housing projects

In **Objective 3.7** the plan is to reduce barriers for accessing temporary accommodation and supported temporary accommodation, such as pets, storage of belongings and work / finance. In the case of pets this should be straightforward, so would question why it is envisaged to take 18 months to put measures in place to achieve this.

Objective 3.12 (Consider feasibility of establishing social lettings agency for private sector properties) – the Strategy would benefit from some more detail about what this means in practice.

Objective 4: Ensuring appropriate support is available for people who are or may become homeless

Key Priorities Section: 11.3 (Support) - There is concern that the Action Plan seems to be vague about specific proposals and timescales to meet the increased need for support for people with mental health / complex needs, and provide a more flexible and responsive support service to ensure that people receive the right support at the right time.

Noted that:

- Some actions can only be delivered with the help of our partners such as the local health board.
- Some actions are aspirational, some cautious, and in some cases actual delivery may exceed plan and timescales.
- The development of a Housing First approach will involve us procuring mental health expertise to improve upon current position, and will focus on accommodation of people with complex needs, to reduce levels of rough sleeping.

Objective 4.9 – We welcome recognition of the need to map the provision in place to assist and advise individuals who are ineligible for homelessness and housing assistance due to immigration status. We fear an increase in the numbers of rough sleepers because of such ineligibility.

Noted:

- The Council is not legally able to provide assistance however there are third sector organisations (e.g. Crisis and Welsh Refugee Council) that could help, and we can work with them to ensure those in this situation can be directed to resources available to help them.

We would ask whether there ought to be action to improve support for basic tenancy management such as managing finances, shopping and maintaining a property.

Objective 5: Providing robust responses to support rough sleepers and eliminating the need for individuals to sleep rough

Objective 5.1 – We welcome the plan to carry out a feasibility study to look at developing a holistic “solutions centre” for services for rough sleepers, to improve facilities for those who are vulnerably housed and sleeping rough. We would suggest this would benefit from being co-produced. Our Scrutiny Working Group on Homelessness also found the need for such a centre, with overwhelming support across the third sector following the closure of the Cyrenian’s project at St. Matthews. Although we recognise this would be an ambitious project is it not more pressing than the 2 ½ years identified to carry out feasibility study alone. We feel that in the interim there could be actions (small steps) that could help to build up to such an outcome – rather than the apparent all or nothing approach. The objective should be carefully worded so as not to be misleading about what we are trying to achieve.

Noted:

- The Strategy will represent a starting point, and is ambitious in many respects through a desire to achieve excellence, but can be modified if it is felt that this project is no longer the best option, and resources committed to other solutions that best fit the objectives. The Strategy highlights the need and gaps – how we address these is still up for discussion.

In **Objective 5.2** you outline the council's intention to develop a Housing First approach, which was also supported by the Homelessness Scrutiny Working Group and is very welcome. However, we would want to see specific performance measures that will be put in place to monitor the success of this project.

In **Objective 5.6** you say that the council will be developing an information leaflet for the general public and local authority councillors on support available to assist rough sleepers. It would be beneficial for this to be supplemented by on-line information, and if possible by developing or utilising existing apps for this purpose.

In **Objective 5.9** you say that a review with social services and ABMU on the need for rough sleepers and vulnerable households to have better access to health, including mental health services will take two years to be completed. Given the identified need and the urgency in resolving this matter, it is not clear why this will take so long.

Rights of the Child / Dependent Children

Whilst there are references to children in the Strategy there is little about dealing with and supporting children affected by homelessness by virtue of dependency on parent(s). We would like to see inclusion of clear statements about how their voice will be heard, or advocacy services that will be available, partnership working with education e.g. to ensure that education is maintained, and how the Strategy generally supports the UNCRC.

Noted:

- There has been consultation with young people through relevant organisations
- Efforts are made to ensure least disruption for children – e.g. unnecessary school moves
- Safeguarding is an underlying principle running through the Strategy

Section 6.3: Links to local strategies

It is important that all strategies are compatible with the Homelessness Strategy.

Section 9.2: Housing Market in Swansea

Section 9.2 of the strategy refers to the Local Housing Market Assessment, which was updated in 2015 and which has identified a requirement between 2010 and 2025 for an additional 17,100 new dwellings in Swansea, of which 7,400 need to be a mix of affordable rent or sale. The Committee would question how many of these

have been delivered in the last eight years, and what the current position is in relation to meeting this target.

Section 10: Future Levels of Homelessness

Welfare Reform - We would ask what additional measures are being put in place to meet a growing demand for advice and support as welfare reform continues to be rolled out.

Housing Costs for Supported Accommodation - The intention of the UK Government to change the way it funds housing costs such as rent and eligible service charges for short term accommodation by devolving this to the Welsh Government from April 2020 is noted. We would ask what discussions have taken place with the Welsh Government as to the likely model it will adopt to distribute this funding to supported accommodation schemes, and whether the amount passed to the Welsh Government will be frozen at current levels leading any growth in demand to be funded from existing Welsh budgets.

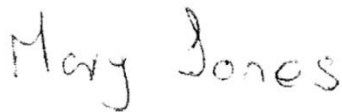
Section 13: Monitoring, Evaluation & Review

It is helpful to know where the monitoring, evaluation and review will be reported. Whether it will be reported to Council annually etc.

Noted:

- In addition to regular internal monitoring (quarterly) there will be an annual Cabinet progress report, which will be visible to all councillors and the public.

Yours sincerely,



Councillor Mary Jones

Chair, Scrutiny Programme Committee

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9 October 2018



Report of the Chair

Scrutiny Programme Committee – 12 November 2018

Wales Audit Office Reports to Scrutiny

Purpose:	This report deals with the reporting of Wales Audit Office (WAO) reports to scrutiny to ensure greater visibility of WAO findings, and ensure that scrutiny councillors are provided with assurance that proposals / recommendations for improvement made by WAO are dealt with.
Content:	This report describes the relationship between scrutiny and the work of the WAO, and shows current and upcoming reports that will need to be included in scrutiny work plans.
Councillors are being asked to:	<ul style="list-style-type: none">• Ensure that Wales Audit Office reports are included in relevant scrutiny work plans.
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer	Tracey Meredith, Chief Legal Officer
Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Tracey Meredith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 The Committee has previously identified¹ the need to develop closer links with regulators and inspectors so that we can provide a more coordinated and effective challenge, for example develop links between respective work plans, improve mutual awareness of each other's work to make use of audit and scrutiny findings.
- 1.2 WAO has previously recommended² to Councils and audit, inspection and regulatory bodies to ensure that scrutiny draws effectively on the

¹ Scrutiny Annual Report 2014-15 (July 2015)

² Good Scrutiny? Good Question! – WAO National Improvement Study 2014

work of audit, inspection and regulation and that its activities are complementary with the work of external review bodies.

- 1.3 There are already well established links between our scrutiny function and Estyn, in respect of Education Services and School Improvement, and similarly with CIW (Care Inspectorate Wales), in respect of Audit Services and Child & Family Services. Scrutiny Performance Panels are routinely provided with relevant reports from Estyn and CIW, and are discussed as required.
- 1.4 There is an inconsistent picture in respect of reports from WAO, and need for some co-ordination to ensure that their findings are reported appropriately to scrutiny councillors. The Audit Committee also has a clear role and oversight and routinely considers certain audit reports, therefore there is a need to also avoid duplication / gaps in reporting.
- 1.5 Reporting of WAO reports to scrutiny would satisfy expectations around the involvement of scrutiny councillors, and support the developing relationship. Increased knowledge and awareness of audit plans will also help to guide the selection of topics in future scrutiny work programmes.

2. Wales Audit Office Reports

- 2.1 Each year the WAO will present an audit plan to the authority which will indicate the work they intend to carry out over the course of the year. This will include local financial audit work, local performance audit work, and national studies.
- 2.2 Financial audit work and the overall Annual Improvement Report are reported to the Council's Audit Committee. There are also some aspects of WAO work which may not result in a formal report but discussion with Corporate Management Team. Taking this into account there are a number of piece of audit work which will need to be reported to scrutiny.
- 2.3 WAO reports to scrutiny can be allocated either to the Scrutiny Programme Committee, or referred to relevant Scrutiny Performance Panels. Current / expected reports, with suggested route, are shown in the tables below:

Local Work			
WAO Report	Cabinet Portfolio	Status	Report to Scrutiny
Overview & Scrutiny – Fit for the Future	n/a	Report published	Scrutiny Programme Committee (10 Sep)
Welsh Housing Quality Standard	Homes & Energy	Due	Service Improvement

			& Finance Performance Panel
Well-being of Future Generations Act (meeting well-being objectives in relation to Tackling Poverty)	Better Communities (People)	In progress	Scrutiny Programme Committee
Corporate Safeguarding Arrangements	Care, Health & Ageing Well	Not started yet	Scrutiny Programme Committee
Leisure Services	Investment, Regeneration & Tourism	Not started yet	Service Improvement & Finance Performance Panel

National Studies			
WAO Report	Cabinet Portfolio	Status	Report to Scrutiny
Housing Adaptations	Homes & Energy	Report published	Scrutiny Programme Committee
Strategic Commissioning of Accommodation Services for Adults with Learning Disabilities	Care, Health & Ageing Well	Report published	Adult Services
Waste Management	Environment & Infrastructure Management	Due	Service Improvement & Finance Performance Panel
Youth Services	Children Services (Young People)	Due	Scrutiny Programme Committee
Rural Development Programme 2014-2020	Delivery	Due	Development & Regeneration Performance Panel
Services to Rural Communities	Business Transformation & Improvement	Due Nov 2018	Scrutiny Programme Committee
Using Data Effectively	Business Transformation &	Due Jan 2019	Service Improvement & Finance

	Improvement		Performance Panel
First Point of Contact Assessments under the Social Services and Well-being (Wales) Act 2014	Children Services and Care, Health & Ageing Well	In progress	Joint Adult Services and Child & Family Services Performance Panels
Tackling Violence against Women, Domestic (includes fieldwork in Swansea amongst others)	Better Communities (People)	In progress	Adult Services
Planning Services: Improving the Well-being of Wales	Delivery	In progress	Service Improvement & Finance Performance Panel
Integrated Care Fund	Children Services and Care, Health & Ageing Well	In progress	Joint Adult Services and Child & Family Services Performance Panels
Care Experienced Children & Young People	Children Services	Scoping	Child & Family Services

3. Reporting Process / Procedure

- 3.1 WAO officers are not expecting to be asked to attend scrutiny meetings but rather will expect scrutiny councillors to engage with relevant Council leads on report implications, appropriate action necessary, and follow up. WAO expect scrutiny to receive assurance from Council leads about their response to WAO reports and provide challenge to ensure improvement. When WAO do follow up with the Council they will expect to see evidence of internal monitoring and challenge and may make observations about that in future improvement assessments.
- 3.2 Consideration of WAO reports each year will increase pressure on scrutiny work plans and workload. Also reporting to scrutiny will typically require relevant Cabinet Members / Officers to attend scrutiny meetings to discuss implications and present action plans along with

statements about progress as required by scrutiny. However, depending on content, not every report will require the same level of involvement (given degree of importance or interest) therefore it should be up to relevant scrutiny lead member(s) to determine best approach in dealing with relevant reports.

- 3.2.1 For example, in specific cases scrutiny may prefer to await the production of Council action plan before scheduling a particular WAO report for a meeting, rather than one meeting to consider WAO report findings and what they mean for the Council, and a later meeting to receive action plan. In certain cases the Committee / Panels may want take an exceptional approach to reports i.e. being provided with information outside of meetings and only scheduling for discussion at a meeting with relevant Cabinet Member / Officer where there are specific issues / concerns about action / progress. Flexible approaches will relieve pressure on workloads and ensure best use of time and resources.
- 3.3 Discussion with lead Cabinet Member / Officer regarding scheduling of specific reports and appropriate manner of consideration will help with forward planning.
- 3.4 At the start of each municipal year the latest audit plan will be reviewed and relevant reports identified and programmed into Committee / Performance Panel work plans.

4. Legal Implications

- 4.1 There are no specific legal implications raised by this report.

5. Financial Implications

- 5.1 There are no specific financial implications raised by this report.

Background Papers:

Wales Audit Office Audit Committee Update – Report to Audit Committee 9
October 2018

Appendices: None

Agenda Item 11



Report of the Chair

Scrutiny Programme Committee – 12 November 2018

Membership of Scrutiny Panels and Working Groups

Purpose:	The Scrutiny Programme Committee is responsible for appointing members and conveners to the various scrutiny panels / working groups that are established. This report advises of relevant matters that need to be considered.
Content:	This report is provided to facilitate any changes that need to be made.
Councillors are being asked to:	<ul style="list-style-type: none">• agree the membership of Panels and Working Groups, and any other changes necessary
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer & Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Tracey Meredith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 In accordance with Council report 18 October 2012 when current scrutiny arrangements were agreed, the Scrutiny Programme Committee is responsible for appointing members and conveners to the various scrutiny panels / working groups that are established.

2. Proposed Revision to Current Scrutiny Panel / Working Group Membership

- 2.1 Equalities Inquiry Panel:

REMOVE Councillors Wendy Fitzgerald and Mo Sykes.
ADD Councillors Lyndon Jones and Susan Jones.

Following this change, the revised membership of the Inquiry Panel will be 10:

Labour Councillors: 8

Mandy Evans	Erika Kirchner
Louise Gibbard (CONVENER)	Hazel Morris
Terry Hennegan	Sam Pritchard
Yvonne Jardine	Lesley Walton

Liberal Democrat/Independent Councillors: 1

Susan Jones	
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Conservative Councillor: 1

Lyndon Jones	
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2.2 Residents Parking Working Group:

ADD Councillor Chris Holley

Following this change, the revised membership of the Working Group will be 10:

Labour Councillors: 6

Mandy Evans	Joe Hale
Philip Downing	Mike White
Nick Davies	Hazel Morris

Liberal Democrat/Independent Councillors: 2

Peter Black	Chris Holley
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Uplands Councillors: 2

Irene Mann	Peter May (CONVENER)
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2.3 When determining membership / conveners or agreeing any changes there are some key considerations for the Committee:

- It is necessary for more than one political group to be represented on each panel / working group.
- These bodies also need to be of a manageable size in terms of team working and effective questioning.
- Good scrutiny practice places emphasis on respect for minority party wishes around both chairing of such bodies and the work programme.
- Being fair and balanced in the appointment of conveners, when there is interest from more than one councillor, e.g. giving opportunity to those who have not acted as convener previously
- A minimum of 3 members should be present at all meetings.

3. Legal Implications

3.1 There are no specific legal implications raised by this report.

4. Financial Implications

4.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices: None

Agenda Item 12 Scrutiny Dispatches

City & County of Swansea – 2018/2019 (No. 1)

‘How scrutiny councillors are making a difference’

Developing regional working

(Lead: Councillor Lyndon Jones)

Work carried out by scrutiny councillors will help develop and improve the way the Council and partners work with each other across the region for the benefit of citizens.

An in-depth Scrutiny Inquiry into Regional Working published findings that were presented to Council in June. The report includes a view on the current picture, the national reform agenda, challenges to collaborative working, and arrangements for the accountability of regional working. Scrutiny Councillors held a number of evidence gathering sessions including discussion with different council departments and partners to discuss the experience of regional working activities that are taking place.

All 11 recommendations made by the cross-party Scrutiny Panel were agreed by Cabinet in August. This means action on the following:

- A review of governance arrangements of the three main regional partnerships (Education, through Regional Working, Western Bay Health & Social Care Programme; and Swansea Bay City Region) to ensure they are fit for purpose.
- The authority undertaking a lessons learnt exercise across the three main regional collaborations and develop an action plan/s with resource implications to address any specific and remaining barriers.
- An assessment of the value to the Council from being involved in existing or new partnerships, including an analysis of costs and benefits.
- Greater use of technology e.g. on-line meetings, amongst partners to reduce travelling and Councillor / officer time and further encourage participation in partnership working.
- More engagement of the third sector in existing partnerships.
- Pressure on Welsh Government for a more streamlined grant process to support regional working
- An annual report to Council on the progress made across main regional collaborations.

The Panel had particular concerns about the accountability to local councillors of some regional collaborations. They stressed the need for the big three partnerships to have clear accountability and scrutiny process built into their governance arrangements.

Councillor Lyndon Jones, convener of the Panel said:

‘We felt it was important to look at this issue because there was some concern about the transparency of current regional working and the extent to which the public understood such activities. We found regional working in Wales to be a complex and confusing picture. Regional working must have a real benefit for the people of Swansea and therefore needs to add value and not be seen as another layer of bureaucracy, and be accountable. We hope that this piece of scrutiny will go some way in helping Swansea map the way forward for its regional working activities.’

The Inquiry Panel will reconvene during 2019 in order to follow up on the implementation of recommendations and assess the impact of their work.

Promoting Community Cohesion

(Lead: Councillor Louise Gibbard)

Scrutiny has been myth busting whilst looking at what the Council is doing to support and promote community cohesion.

Having already looked at efforts to tackle hate crime in the area last year a Scrutiny Working Group met in June to focus on this issue, and spoke with representatives from the Councils Poverty and Prevention Team, South Wales Police and the Regional Community Cohesion Coordinator.

The Working Group considered progress and wrote to the Cabinet Member for Better Communities (People), Councillor Mary Sherwood, highlighting a number of issues and suggested areas for improvement. One of these was around myth busting. Councillors found that there is good [myth busting information](#) available but felt that it needed to be shared/used more widely.

Having now received a response from the Cabinet Member this piece of scrutiny is leading to action on:

- Developing a stronger role for Councillors and Local Area Co-ordinators in mainstreaming community cohesion.
- Myth busting information being made available online and shared via social media.
- Better links with and information to Governing Bodies, so they can have a direct impact on community cohesion in Swansea schools.
- Making more use of local media including using corporate communications to get more good news stories and myth busting out into local community.

Tackling Poverty

(Lead: Councillor Sybil Crouch)

Scrutiny heard about the impact it has made in tackling poverty, following an in-depth inquiry carried out in 2017.

The Panel of Councillors which carried out the scrutiny met in October to follow up on the implementation of inquiry recommendations and assess the difference made. The inquiry had focused on ways in which the Council could improve its Tackling Poverty Strategy. Their main conclusion was that, when developing and delivering a strategy it is vital that those people experiencing poverty were not only involved, but involved in a powerful and meaningful way.

The Panel recently heard that the inquiry and its recommendations:

- has supported raising the profile of the tackling poverty agenda as everyone's business, and improved understanding and awareness
- has provided the role of a critical friend, supporting and reaffirming the direction of travel that the development of the revised Tackling Poverty Strategy took
- engaged a number of partners and organisations including The Bevan Foundation, Joseph Rowntree Foundation and Leeds Truth Commission, whose input has proved useful in the development of the revised plan

The Panel Convener, Councillor Sybil Crouch, said about the original inquiry that: 'Tackling Poverty is key to delivering the health and well-being of our citizens and of our city. We heard powerful testimony from people experiencing poverty and I am especially grateful to them for taking time to tell us what they face on a daily basis. I was moved by their testimony and by their courage in the face of complex problems. The Tackling Poverty Strategy lays considerable emphasis on the need to involve people experiencing poverty, without whom there is no delivery'.

Scrutiny – fit for the future?

(Lead: Councillor Mary Jones)

Our scrutiny arrangements have received positive feedback from Wales Audit Office (WAO).

Following an external audit to assess whether scrutiny was fit for the future the review praised a number of aspects of scrutiny practice in Swansea. The WAO report recognised that scrutiny is well-placed to respond to future challenges, regularly challenges decision-makers, and has arrangements to review its own effectiveness. Whilst there is much to be pleased about the report also makes a number of proposals for improvement to develop scrutiny further. This challenges us to think about development needs for scrutiny councillors, the relationship between scrutiny and the Council's Policy Development Committees, and how we can better demonstrate the impact and outcomes of scrutiny.

Councillor Mary Jones, Chair of the Scrutiny Programme Committee said: 'We welcome the auditor's assessment of scrutiny in Swansea. Overall it is a positive report and this is down to the hard work everyone in Swansea has put into developing scrutiny over many years. But it is also a reminder that we must keep on pushing and continue to develop. We will be preparing an action plan to address the proposal for improvement.'

The Wales Audit Office published its findings having conducted a review of scrutiny in all Welsh Councils, looking at the environment scrutiny is operating in, practice, and its effectiveness. As well as desktop research, the WAO held a number of focus groups with Councillors here, interviewed key officers, and observed meetings.

Chair's Roundup:

This is my first quarterly roundup of the work of scrutiny for 2018/19, as Chair of the Scrutiny Programme Committee.

Priorities for 2018/19

The Scrutiny Work Programme was agreed by the Committee in July, following a Work Planning Conference in June. Every year we invite all scrutiny councillors to participate in an informal discussion on priorities for scrutiny, and invite suggestions. The Conference reflected on last year's programme, and heard about council priorities and challenges, and views gathered from surveys, including issues raised by the public. The Work Programme contains a varied selection of topics that show the focus for scrutiny over the coming year. It represents strategic issues balanced with community concerns to ensure that scrutiny is always looking at the right things, and making good use of limited time and resources. A significant feature of the Work Programme is regular in-depth monitoring and challenge of performance in key areas, including Education and Social Services, through a number of Performance Panels. However we also identify topics either for in-depth Inquiry or light-touch Working Groups. The first inquiry will look at Equality issues and a 'call for evidence' has just been issued by the Inquiry Panel. This invites interested people to submit views that will help the Panel to explore how effectively the Council is meeting and embedding requirements under the law. This inquiry will go on until March 2019. The already in progress inquiry on the Natural Environment is coming to a conclusion and will report before the end of 2018. In terms of one-off Working Groups, this will include a look at Air & Noise Pollution, Residents Parking, Welfare Reform, Environmental Enforcement, Tourism, Anti-Social Behaviour, Digital Inclusion and the Archive Service.

Annual Report published

Looking back at 2017/18 the Scrutiny Annual Report was presented to Council (Oct). It highlights the work carried out, shows how scrutiny has made a difference, and supports continuous improvement for the scrutiny function. It gives examples of specific activities to demonstrate impact, and show our contribution to better services, policies and decisions. I think it gives good indication about the 'health' of scrutiny – using facts and opinions – and there is much to be pleased about.

Improving scrutiny

One of the hallmarks of an effective scrutiny function is one that reflects on and learns from experience. Following a process of self-evaluation the Committee has identified five scrutiny improvement objectives. This was informed by annual councillor, staff, and public scrutiny survey findings as well as Committee members' reflection on scrutiny process and practice, taking into account characteristics of effective scrutiny. An action plan to address the WAO proposals and deliver the Committee's own improvement objectives is being developed.

Questioning Cabinet Members

The Committee continues to focus on holding cabinet members to account, through monthly Q & A sessions to discuss their work. As I write we are due to meet with the Cabinet Member for Care, Health & Ageing Well in December. Acting as a 'critical friend' we question and challenge them on their priorities, actions, achievements and impact. We invite the public and all scrutiny councillors to contribute ideas to ensure the Committee asks the right questions. A summary of each session and views of the Committee are published in a letter to relevant Cabinet Members. We have recently put questions to the Cabinet Members for Children Services, Education Improvement, Learning & Skills, Business Transformation & Performance, and Homes & Energy.

Challenging proposed decisions

Pre-decision scrutiny enables us to question Cabinet Members on proposals and present views and any concerns to Cabinet ahead of decisions. Since May scrutiny has looked at reports on: More Homes Parc Yr Helyg Site Options Appraisal (Jun); The Future Structure and Delivery of the Ethnic Minority Achievement Unit (Jul); and the future of Residential Care & Day Services for Older People (Sep). The Committee has also given views on the draft Homelessness Strategy 2018-2022 ahead of formal pre-decision scrutiny that will take place in November.

Calling-in decisions

Scrutiny has the power to call-in Cabinet decisions following the agreement of new arrangements by Council in July. Any valid call-in of cabinet decisions will now lead to the calling of a special meeting of the Scrutiny Programme Committee. A call-in can be made by the Chair or Vice-Chair of the Scrutiny Programme or by any four councillors by giving notice in writing to the Head of Democratic Services within a specific call-in period.

Scrutinizing the City Deal

A new Joint Scrutiny Committee has been established to provide accountability and challenge to the agreed Swansea Bay City Deal. Swansea councillors will work with councillors from Pembrokeshire, Carmarthenshire and Neath Port Talbot Councils, also involved in the City Deal, who together will scrutinise the work and decisions of the Joint Committee responsible for delivering the regional City Deal Programme. Scrutiny of local City Deal projects remain a matter for each authority so our Development & Regeneration Performance Panel will be keeping a close eye on work happening in Swansea.

Making the work of scrutiny transparent and accessible

All scrutiny agenda packs are available on the Council's '[agenda and minutes](#)' webpage. There you can also find all scrutiny letters sent to cabinet members following meetings and responses. Scrutiny meetings are open to the public and anyone living or working in Swansea can [suggest a topic for scrutiny](#). There are also opportunities to suggest questions, and submit views. To keep an eye on what's going on check out the links below, subscribe to our newsletter, or even follow us on Twitter.

Councillor Mary Jones

Connect with Scrutiny:

Gloucester Room, Guildhall, Swansea. SA1 4PE (Tel. 01792 637732)

Web: www.swansea.gov.uk/scrutiny

Twitter: @swanseascrutiny

Email: scrutiny@swansea.gov.uk

Blog: www.swanseascrutiny.co.uk



Report of the Chair

Scrutiny Programme Committee – 12 November 2018

Scrutiny Dispatches – Quarterly Impact Report

Purpose	To present a draft of the quarterly report from the committee to council on the impact of scrutiny.
Content	The report appends the draft 'Scrutiny Dispatches' report, which headlines recent activities and impact for council and public awareness.
Councillors are being asked to	Approve content of the draft 'Scrutiny Dispatches' for submission to Council.
Lead Councillor(s)	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer(s)	Tracey Meredith, Chief Legal Officer
Report Author	Brij Madahar, Scrutiny Coordinator Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Tracey Meredith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 The Scrutiny Programme Committee is responsible for the overall work programme, including the various informal scrutiny activities, and monitoring progress to ensure that the work is effective.
- 1.2 The Committee is also concerned about improving communication and public engagement, and getting more coverage in the media so that the public are more aware of the work of scrutiny.
- 1.3 In order to provide 'headlines' from scrutiny activity and give the work of scrutiny greater visibility, both for council and public audience, a quarterly 'Scrutiny Dispatches' report is published.

2. Scrutiny Dispatches

- 2.1 The next quarterly report has been drafted for approval (**attached**). This will then be submitted to the next Council meeting (22 November) for discussion.
- 2.2 'Scrutiny Dispatches' is intended to demonstrate scrutiny achievements and outcomes. It is effectively a regular report about impact and how scrutiny is making a difference, rather than a descriptive account of scrutiny activities. The aim is to focus on and promote a small number of 'significant stories'. A chair's roundup is also featured to highlight other work.
- 2.3 As well as being a report to council the content will be shared more widely, with advice and support from the Council's Communications Team and utilising social media. This should help raise awareness of the work and impact of scrutiny, and hopefully encourage more public engagement and participation in scrutiny. It is anticipated that some of the impact stories within Scrutiny Dispatches will generate press releases.
- 2.4 In order to ensure that people are informed more generally about the work of scrutiny a monthly newsletter is also being produced. This is circulated via an email subscription, and includes details of:
 - Forthcoming panel and working group meetings
 - Topics being looked at by scrutiny
 - Progress with current activities

3. Legal Implications

- 3.1 There are no specific legal implications raised by this report.

4. Financial Implications

- 4.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

Appendix 1 - Scrutiny Dispatches Quarterly Report

Agenda Item 13



Report of the Chair

Scrutiny Programme Committee – 12 November 2018

Scrutiny Work Programme 2018/19

Purpose	This reports on the agreed Scrutiny Work Programme for 2018/19 and information about current scrutiny activities which the Committee is responsible for monitoring.
Content	The agreed work programme is attached, which includes the topics that will be examined by scrutiny through various Panels and Working Groups. The plan for future committee meetings is also attached.
Councillors are being asked to	<ul style="list-style-type: none">• plan for the committee meetings ahead• consider opportunities for pre-decision scrutiny• review the scrutiny work programme (including progress of current Panels and Working Groups)
Lead Councillor	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer	Tracey Meredith, Chief Legal Officer
Report Author	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Tracey Meredith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 The Scrutiny Programme Committee is responsible for developing the Council's scrutiny work programme, and managing the overall work of scrutiny to ensure that it is as effective as possible.
- 1.2 A report is provided to each meeting to enable the committee to maintain an overview of agreed scrutiny activities, monitor progress, and coordinate work as necessary.

- 1.3 The broad aim of the scrutiny function is to:
- help improve services
 - provide an effective challenge to the executive
 - engage members in the development of policies, strategies and plans
 - engage the public

- 1.4 The Scrutiny Work Programme is guided by the overriding principle that the work of scrutiny should be strategic and significant, focussed on issues of concern, and represent a good use of scrutiny time and resources.

It also needs to be:

- manageable, realistic and achievable given resources available
 - relevant to council priorities
 - adding value and having maximum impact
 - coordinated and avoid duplication
- 1.5 The work of scrutiny is undertaken primarily in three ways – through the Committee itself, by establishing informal panels or via one-off working groups. Panels and Working Groups would be open to all non-executive councillors - the Committee will agree membership and conveners following expressions of interest.
- 1.6 Scrutiny will regularly send letters to Cabinet Members communicating findings, views and recommendations for improvement and, where appropriate, by producing reports. Inquiry panels will always produce a final report at the end of the inquiry with conclusions and recommendations for Cabinet (and other decision-makers), informed by the evidence gathered. Inquiry panels will reconvene to follow up on the implementation of agreed recommendations and the impact of their work – usually 6-12 months following cabinet decision.
- 1.7 Although much of the work of scrutiny is carried out by informal panels and working groups these meetings are accessible to the public. Agendas, reports and letters relating to all such scrutiny activities are published, in the same manner as the committee, on the Council's modern.gov online platform:

<https://democracy.swansea.gov.uk/ieDocHome.aspx?bcr=1&LLL=0>

2. Scrutiny Work Programme 2018/19

- 2.1.1 The agreed scrutiny work programme for 2018/19 is set out in **Appendix 1**.
- 2.1.2. The following paragraphs break down the work programme by specific ways of working to provide a brief overview.

2.2 Scrutiny Programme Committee:

2.2.1 The Committee work plan for the year ahead is attached as **Appendix 2**. This should be kept under review to ensure it represents a robust and effective plan. The plan includes a schedule of future Cabinet Member Question & Answer Sessions.

2.2.2 Committee members should review and confirm items for the next and future meetings giving specific consideration to who should attend so that meetings are always well planned and prepared for, e.g. information required and key questions that the Committee wishes to ask.

2.2.3 The main item(s) scheduled for the next Committee meeting on 10 December are:

- Cabinet Member Question Session: Cabinet Members for Care, Health & Ageing Well - Councillor Mark Child.
- Sustainable Swansea – Commissioning Reviews: Service Areas – Post Implementation Updates (regular update on progress in implementation of service changes following Commissioning Reviews / outcomes).

2.2.4 The Committee will have the opportunity to review priorities and introduce issues of concern as and when they arise, e.g. pre-decision scrutiny which may require extra meetings.

2.2.5 Pre-decision scrutiny – this is carried out by the Committee unless delegated elsewhere. The Committee is invited to consider the available information on future cabinet business and any opportunities for pre-decision scrutiny, taking into account strategic impact, public interest, and financial implications (see Cabinet Forward Plan attached as **Appendix 3**). Any requests will require discussion with relevant cabinet member(s) to confirm timescales and window of opportunity for scrutiny involvement. Pre-decision scrutiny enables scrutiny to develop understanding about and ask questions on proposed Cabinet reports to provide ‘critical friend’ challenge and influence decision-making.

2.2.6 Commissioning Reviews – it has already been acknowledged that reports about the various commissioning reviews / new cross-cutting reviews that are planned over the next year are key cabinet decisions and should be subject to scrutiny. There is a general agreement that all these Reviews will undergo pre-decision scrutiny. This will be carried out via the Committee or relevant Panels as appropriate. Any outstanding reviews and the new cross-cutting reviews will be on the scrutiny radar during the year ahead and scheduled into work plans.

2.3 Inquiry Panels:

2.3.1 The first task of an Inquiry Panel will be to have a briefing on the issue and then determine the key question and terms of reference for the inquiry. Once the planning stage is complete, the inquiry will be evidence gathering, with the last stage being to develop the final report.

In Progress (yet to report):	Completed (follow up stage)
1. Natural Environment (final report stage; inquiry expected end: December 2018)	1. Child & Adolescent Mental Health Services (21 Nov 2018)
2. Equalities (evidence gathering stage; expected end: March 2019)	2. Regional Working (May 2019)

2.4 Performance Panels:

2.4.1 The following Performance Panels, which enables regular and structured monitoring of performance within these key areas, meet on an ongoing basis until otherwise agreed by the Committee (frequency of meetings in brackets):

Performance Panel	Convener
1. Service Improvement & Finance (monthly)	Cllr. Chris Holley
2. Schools (monthly)	Cllr. Mo Sykes (NB Cllr Lyndon Jones acting as informal vice-convener)
3. Adult Services (monthly)	Cllr. Peter Black
4. Child & Family Services (every two months)	Cllr. Paxton Hood-Williams
5. Development & Regeneration (every two months)	Cllr. Jeff Jones
6. Public Services Board (multi-agency) (quarterly)	Cllr. Mary Jones

2.4.2 Performance Panel conveners are scheduled to provide a regular update to the Committee to enable discussion on key activities and impact.

2.5 Working Groups:

2.5.1 The following Working Groups will be convened during the year ahead, in priority groups as shown and projected timetable:

First six months	Second six months
1. Air & Noise Pollution (Nov)	5. Tourism (Feb)
2. Residents Parking (Jan)	6. Anti-Social Behaviour (Mar)
3. Welfare Reform (Jan)	7. Digital Inclusion (Apr)
4. Environmental Enforcement (Feb)	8. Archive Service (May)

(NB: an annual meeting on **Local Flood Risk Management** is a standing item in the work programme and is expected to meet in February 2019)

2.6 Regional Scrutiny:

2.6.1 **Education Through Regional Working** - Swansea scrutiny is involved in a regional scrutiny arrangement with the six councils participating in the 'Education Through Regional Working' (ERW) school improvement consortium. A Scrutiny Councillor Group has been set up in order to coordinate scrutiny work across the region and ensure a consistent approach. It is initially meeting bi-annually. The Swansea Scrutiny Team is providing support for this group as the Council's contribution to ERW. Swansea is represented by the chair of the Scrutiny Programme Committee and convener of the Schools Performance Panel. The Group have agreed to an extra meeting in January 2019 where they have invited the Chair of the ERW Joint Committee and the Lead Director to discuss the ERW review and reform programme. This meeting will be hosted in Swansea. The next scheduled meeting is 25 March 2019.

2.6.2 **Swansea Bay City Deal** – A Joint Scrutiny Committee has been established which will involve three councillor representatives from each of the four Councils involved in the City Deal meeting to scrutinise the work of the Joint Committee responsible for delivering the City Deal Programme. Swansea Councillors representatives are: Jan Curtice, Phil Downing & Mary Jones. The first meeting of the Joint Scrutiny Committee will take place on 20 November in Carmarthen. The Joint Scrutiny Committee is being serviced by Neath Port Talbot Council.

3. **Monitoring the Work Programme**

3.1 The Committee is responsible for monitoring progress of work undertaken by the informal Panels and Working Groups and findings to ensure that this work is effective and has the required visibility.

3.2 **Appendix 4a** provides a timetable of all scrutiny activities (projected or actual where dates are known). Lead councillors and officers are also noted within.

3.3 **Appendix 4b** provides a snapshot of progress with all of the Panels and Working Groups established by the Committee and their current position. The recently agreed Terms of Reference of the Equalities Inquiry Panel are included within this for the Committee's awareness.

4. **Public Requests for Scrutiny / Councillor Calls for Action**

4.1 None.

5. Financial Implications

- 5.1 Any costs that arise out of work plan activities, for example expenses for witnesses or transport costs, are not envisaged to be significant and will be contained within the existing Scrutiny Budget.

6. Legal Implications

- 6.1 There are no specific legal implications raised by this report.

Background papers: None

Appendices:

Appendix 1: Agreed Scrutiny Work Programme 2018-19

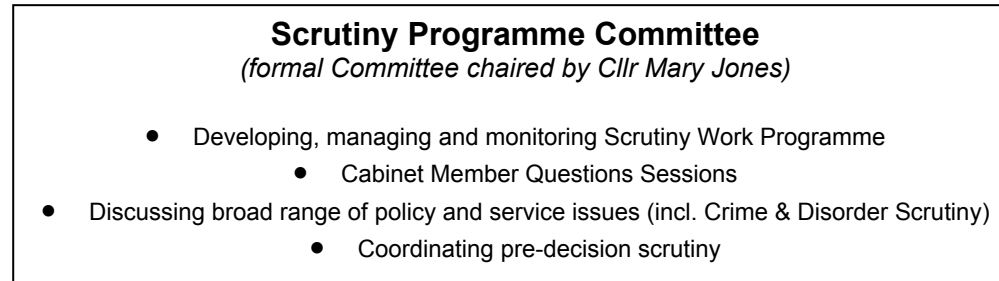
Appendix 2: Scrutiny Programme Committee - Work Plan 2018-19

Appendix 3: Cabinet Forward Plan

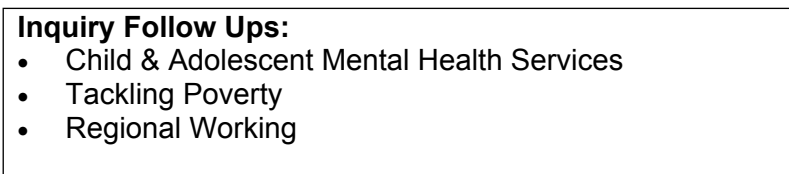
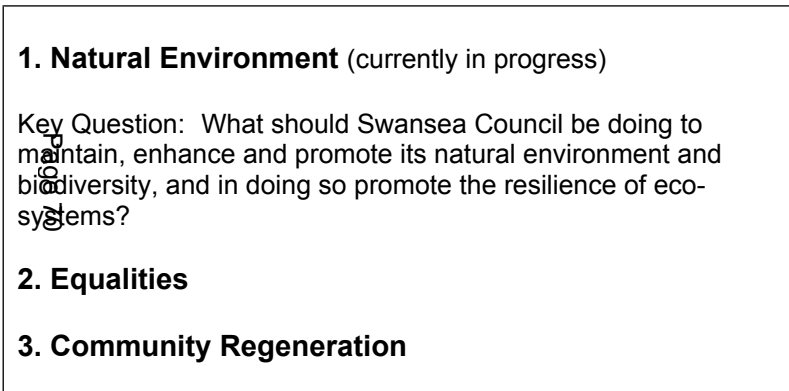
Appendix 4a: Scrutiny Work Programme – Projected Timetable of Activity

Appendix 4b: Progress Report – Current Scrutiny Panels and Working Groups (incl. Equalities Inquiry Panel Terms of Reference)

Appendix 1: Agreed Scrutiny Work Programme 2018/19



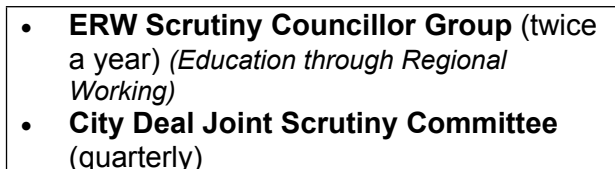
Inquiry Panels:
(time-limited in-depth inquiries)



Performance Panels:
(on-going in-depth monitoring)



Regional Scrutiny:



Working Groups:
(light touch / one-off meetings)



Issues referred to Performance Panels as part of their monitoring activities:

Adult Services:

- **Safeguarding - Modern Slavery / Human Trafficking** - (is there a problem in Swansea? what is happening to prevent?)

Child & Family Services:

- **Safeguarding - Child Sexual Exploitation** (is there a problem in Swansea? what is happening to prevent?)

Development & Regeneration:

- **City Centre** Re-development
- **Skyline** Development (ask about consultation with local community)
- **Local Manufacturing**

Schools:

- **Pupil Development Grant**
- **Special Education Needs** (concern about increase in no. of cases going to tribunal)
- **School Transport**
- **Free School Meals / LAC** attainment

Service Improvement & Finance:

- **Planning Enforcement** (discuss as part of annual performance report incl. around developer commitments)
- **Waste** (ask about waste treatment as part of annual performance report)
- **Welsh Housing Quality Standard** (annual position statement about progress in delivering WHQS by 2020/21 target)

Scrutiny Programme Committee – Work Plan 2018/19

Standing / Recurring Agenda Items:

Role of the Committee	<ul style="list-style-type: none"> To ensure understanding about the role of the Scrutiny Programme Committee, and discuss effective working
Scrutiny Work Programme	<ul style="list-style-type: none"> To consider feedback from Annual Scrutiny Work Planning Conference and proposals for the work programme, including work plan for future committee meetings To maintain overview on scrutiny work, monitor progress, and coordinate as necessary To receive progress reports from Conveners of Performance Panels on headlines from the Panel's work and achievements To plan for future committee meetings including key expectations e.g. key questions to explore, witnesses / information required To review future cabinet business and consider opportunities for pre-decision scrutiny To consider any councillor / public requests for scrutiny and/or Councillor Calls for Action (CCfA)
Membership of Scrutiny Panels and Working Groups	<ul style="list-style-type: none"> To agree membership of Scrutiny Panels and Working Groups (including appointment of conveners) and subsequent changes
Scrutiny Letters	<ul style="list-style-type: none"> To review scrutiny letters and Cabinet Member responses arising from scrutiny activities
Scrutiny Dispatches (Quarterly)	<ul style="list-style-type: none"> To approve content of Dispatches prior to reporting to Council, ensuring visibility and awareness of headlines from scrutiny activities, achievements and impact
Scrutiny Annual Report	<ul style="list-style-type: none"> To agree the annual report of the work of overview & scrutiny for the previous municipal year, as required by the Council Constitution
Final Scrutiny Inquiry Reports	<ul style="list-style-type: none"> To receive final reports (including conclusions and recommendations) of Inquiry Panel prior to submission to Cabinet for decision
Scrutiny Events	<ul style="list-style-type: none"> Information about upcoming and feedback from recent scrutiny events (e.g. relevant regional / national scrutiny development & improvement Issues; WLGA / CfPS network meetings)
Annual Work Plan Review	<ul style="list-style-type: none"> To reflect on the year's work, achievements, experiences, issues, ideas for future scrutiny

ACTIVITY	11 June 2018	19 June 2018*	9 July 2018	20 July 2018*	13 August 2018	10 September 2018
Scrutiny Work Programme			<ul style="list-style-type: none"> • Role of the Committee • Draft Work Programme for Agreement • Scrutiny Improvement & Development Objectives 			Wales Audit Office Report – Overview & Scrutiny: Fit for the Future?
Cabinet Member Question & Answer Sessions					Homes & Energy	Business Transformation & Performance (Deputy Leader)
Other Cabinet Member / Officer Reports				Swansea Bay City Deal Joint Scrutiny Committee		
Scrutiny Performance Panel Progress Reports					Service Improvement & Finance	Adult Services
Pre-decision Scrutiny		More Homes Parc Yr Helyg Site Options Appraisal				
Final Scrutiny Inquiry Reports	Regional Working					
Scrutiny Reports to Council						

ACTIVITY	1 October 2018*	8 October 2018	12 November 2018	10 December 2018	14 January 2019	11 February 2019
Scrutiny Work Programme			Wales Audit Office Reports to Scrutiny	Wales Audit Office Report – Overview & Scrutiny: Fit for the Future? & Improvement Objectives Action Plan		Process for Appointment of Members / Conveners to Panels / Working Groups
Cabinet Member Question & Answer Sessions		Education Improvement, Learning & Skills	Children Services (Early Years and Young People)	Care, Health & Ageing Well	Economy & Strategy (Leader)	Environment & Infrastructure Management
Other Cabinet Member / Officer Reports	Consultation on Draft Homelessness Strategy and Action Plan 2018-2022	Annual Corporate Safeguarding Report	Children & Young People's Rights Scheme – Compliance and Progress	Sustainable Swansea – Commissioning Reviews: Service Areas – Post Implementation Updates		
Scrutiny Performance Panel Progress Reports		Schools	Child & Family Services	Development & Regeneration	Service Improvement & Finance	Adult Services
Pre-decision Scrutiny			Homelessness Strategy & Action Plan 2018-2022			
Final Scrutiny Inquiry Reports				Natural Environment		
Scrutiny Reports to Council		Scrutiny Annual Report 2017/18	Scrutiny Dispatches Impact Report			Scrutiny Dispatches Impact Report

ACTIVITY	11 March 2019	8 April 2019	13 May 2018			
Scrutiny Work Programme			Annual Work Plan Review			
Cabinet Member Question & Answer Sessions	Investment, Regeneration & Tourism	Better Communities (People and Place)	Delivery			
Other Cabinet Member / Officer Reports						
Scrutiny Performance Panel Progress Reports	Schools	Public Services Board				
Pre-decision Scrutiny						
Final Scrutiny Inquiry Reports						
Scrutiny Reports to Council			Scrutiny Dispatches Impact Report			

* denotes extra meeting

To Be Arranged:

Scrutiny / Audit Committee Coordination	<ul style="list-style-type: none"> • Chair of Audit Committee to attend to share work plan of Audit Committee / Annual Report. Discussion to ensure: <ul style="list-style-type: none"> - mutual awareness and understanding of respective work plans and co-ordination - issues relating to work programmes can be discussed
Crime & Disorder Scrutiny	<ul style="list-style-type: none"> • Joint Chairs of Safer Swansea Partnership to attend to provide information and take questions on the performance of the Partnership to enable committee to explore plans / objectives, achievements, impact, challenges etc (extra meeting around March 2019).

Specific Recurring Reports to Committee:

Annual Corporate Safeguarding Report	<ul style="list-style-type: none"> • To consider report of the Council's Corporate Safeguarding Group. The report is cross cutting (i.e. covers safeguarding of adults and children) and is not a report on social services performance but on how the Council as whole is meeting its safeguarding responsibilities.
Children & Young People's Rights Scheme – Compliance and Progress	<ul style="list-style-type: none"> • To discuss annual progress report on implementation of Children & Young People's Rights Scheme, and consider impact (scheme was agreed by Cabinet in October 2014).
Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates	<ul style="list-style-type: none"> • Regular update on progress in implementation of service changes following Commissioning Reviews / outcomes.

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Annual Review of Charges (Social Services) 2018/19.	This report sets out the annual review of Swansea Council's charges (social services), providing a transparent framework for the setting of charges and the application of allowances to citizens who receive managed care and support, provided or arranged by the council.	Simon Jones	Cabinet Member - Care, Health & Ageing Well	Cabinet	15 Nov 2018	Open
Councillors' ICT Allowances - May 2017 & Beyond.	To reformat the recently amended and adopted Councillors' ICT Allowances - May 2017 & Beyond Policy in order to make it suitable for publishing online.	Huw Evans	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	15 Nov 2018	Open
FPR7 - Capital Investment to City Leisure Centres in Partnership with Freedom Leisure.	To outline the requirements and seek approval from Cabinet to create a capital fund to enable the investment programme for the leisure centres in partnership with Freedom leisure.	Jamie Rewbridge	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	15 Nov 2018	Open

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Homelessness Strategy and Action Plan 2018-2022.	The production of a Homelessness Strategy fulfils the Authority's statutory obligation under the Housing (Wales) Act 2014 to produce a strategy by the end of 2018, setting out how the Authority plans to develop and deliver homelessness services in Swansea over the next 4 years.	Rosie Jackson	Cabinet Member - Homes & Energy	Cabinet	15 Nov 2018	Open
Revenue and Capital Budget Monitoring 2nd Quarter 2018/19.	To note any significant variations from the agreed budget 2018/19 and savings plan and the actions planned to achieve a balanced budget.	Paul Cridland, Ben Smith	Cabinet Member - Economy and Strategy (Leader)	Cabinet	15 Nov 2018	Open

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Swansea Central Phase 1 Update and FPR7.	The report provides an update on Phase 1 of Swansea Central scheme and seeks authority to bring funding originally forecast for Stage 5 forward into Stage 4 to enable essential works to maintain programme. The report also seeks approval of a budget cost for Phase 1 development to be included within the Capital programme.	Huw Mowbray	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	15 Nov 2018	Fully exempt
Coroner Pay Arrangements.	The Coroner's salary is paid by the Authority with a contribution from NPT. In January 2018 the Joint Negotiating Committee for Coroners issued guidance on Coroners' Pay. The purpose of the report is to agree a new Coroner's salary and that of the Assistant Coroners' daily rate.	Tracey Meredith	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	20 Dec 2018	Open

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Disposal of Highway Land at Mumbles, Swansea.	The report deals with an application to acquire from the Council an area of temporarily closed highway at a value that reflects a restricted use.	David Turner	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	20 Dec 2018	Fully exempt
FPR7 - Project Extension of ESF Funded Cynnydd Project.	Following the operational delivery of Cynnydd from September 2016 to date, WEFO have permitted the regional project to apply for additional funding to extend the projects delivery up to December 2022. With additional funding, the project can continue to deliver its added benefits, and support young people who are the greatest risk of becoming NEET.	Tracy Nichols	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	20 Dec 2018	Open
Increased Planned Places at Penybryn Special School.	The report will consider any objections received during the statutory notice period and will determine if the planned places at Penybryn Special School should increase from April 2019.	Kelly Small	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	20 Dec 2018	Open

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Keeping Recyclables Out of Black Bags.	Specifying that certain recyclable materials are not permitted in the black bags put out for collection will encourage increased recycling to meet increasing Statutory Targets to seek to avoid the need to further restrict the number of black bags or their collection frequency. A monitoring regime will enable support for recycling to be effectively targeted and as a last resort, action against those determined not to recycle could be considered.	Chris Howell	Cabinet Member - Environment & Infrastructure Management	Cabinet	20 Dec 2018	Open
Quarter 2 2018/19 Performance Monitoring Report.	To help inform executive decisions on resource allocation and, where relevant, corrective actions to manage and improve performance and efficiency in delivering national and local priorities.	Richard Rowlands	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	20 Dec 2018	Open

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Report of the People Policy Development Committee - Adverse Childhood Experiences.	Adverse Childhood Experiences (ACE's) is a new national framework aimed at helping all public services in Wales address the present and future well-being and safety needs of Children, Young People and Adults. This report by the Chair of the People Policy Development Committee as product of the workplan- 2018/19, and as a summary of the work undertaken on Adverse Childhood Experiences (ACEs).	David Howes, Simon Jones	Mark Child	Cabinet	20 Dec 2018	Open
School Organisation Linked to the Welsh Education Strategic Plan.	The report will consider the consultation responses received and determine if the proposal moves to the next stage i.e. the publication of statutory notices to: 1. Close YGG Felindre on 31 August 2019; and 2. Relocate and enlarge YGG Tan-y-lan 3. Relocate and enlarge YGG Tirdeunaw	Kelly Small	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	20 Dec 2018	Open

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Small School Review.	The report will consider the consultation responses received and determine if the proposal moves to the next stage i.e. the publication of a statutory notice to close Craigcefnparc Primary School on 31 August 2019.	Kelly Small	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	20 Dec 2018	Open
Sustainable Swansea - Fit For The Future: Budget Proposals 2019/20 – 2022/23.	To consider budget proposals for 2019/20 to 2022/23 as part of the Council's Budget Strategy Sustainable Swansea - fit for the future. To enable consultation to take place with residents, employees, partners and other interested parties.	Ben Smith	Cabinet Member - Business Transformation & Performance (Deputy Leader), Cabinet Member - Economy and Strategy (Leader)	Cabinet	20 Dec 2018	Open

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
The Welsh Government Targeted Regeneration and Investment (TRI) Programme 2018-21.	This report follows on from the report to Cabinet on the 17th May 2018, outlining new thematic capital schemes as part of the Welsh Government Targeted Regeneration and Investment (TRI) Programme. Approval is being sought to formally submit grant funded schemes to the TRI Programme and to commit these schemes with the associated match funding to the Capital Programme.	Elliott Williams	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	20 Dec 2018	Open
Update on Progress for Education Department Priorities 2017-2018.	For Cabinet to receive an update on the progress in meeting the priorities set for the 2017-2018 academic year and outline priorities set for 2018-2019 academic year.	Nick Williams	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	20 Dec 2018	Open

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
Swansea Open Space Strategy.	To agree a strategic framework for the protection, development and improvement of existing open spaces and to increase the provision of, or access to such facilities.	Sarah McCoubrey	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	17 Jan 2019	Open
Tender for the Provision of Home to School Transport Services (SH 19-24).	The report details the outcome of tenders for Home to School Transport services for mainstream pupils and seeks approval to award contracts	Cath Swain	Cabinet Member - Education Improvement, Learning & Skills, Cabinet Member - Environment & Infrastructure Management	Cabinet	17 Jan 2019	Open
Quarter 3 2018/19 Performance Monitoring Report.	To report the performance indicator results and summarise the Council's performance meetings its priorities for the third quarter period October 2018 – December 2018.ro	Richard Rowlands	Cabinet Member - Business Transformation & Performance (Deputy Leader)	Cabinet	21 Mar 2019	Open

Appendix 3 - Cabinet Forward Plan 2018 – 2019

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
School Organisation Linked to the Welsh Education Strategic Plan.	1. The report will consider any objections received during the statutory notice period and will determine if: Close YGG Felindre on 31 August 2019; and Relocate and enlarge YGG Tan-y-lan Relocate and enlarge YGG Tirdeunaw	Kelly Small	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	21 Mar 2019	Open
Small School Review.	The report will consider any objections received during the statutory notice period and will determine if Craigcefnparc Primary School should close on 31 August 2019.	Kelly Small	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	21 Mar 2019	Open

Scrutiny Work Programme 2018-19 – Projected Timetable of Activity (actual dates shown)

Activity / Month	JUN 2018	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2019	FEB	MAR	APR	MAY
SCRUTINY PROGRAMME COMMITTEE Lead Scrutiny Councillor: Mary Jones Lead Scrutiny Officer: Brij Madahar Lead Cabinet Member: cross-cutting Lead CMT: cross-cutting Lead Head of Service: cross-cutting	11 19*	9 20*	13	10	1* 8	12	10	14	11	11	8	13
INQUIRY PANELS:												
	Evidence Gathering				Findings		Final Report					
Natural Environment Lead Scrutiny Councillor: Peter Jones Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: Phil Holmes	18	26	29	21	4	27						
					Planning	Evidence Gathering				Findings/Final Report		
Equalities Lead Scrutiny Councillor: Louise Gibbard Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Mary Sherwood Lead CMT: Sarah Caulkin Lead Head of Service: Tracey Meredith					11 24	8 26		21 31	21	11		
Tackling Poverty Follow Up (Cabinet decision 15/6/17) Lead Scrutiny Councillor: Sybil Crouch Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Mary Sherwood Lead CMT: Dave Howes Lead Head of Service: Rachel Moxey					15							

Activity / Month	JUN 2018	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2019	FEB	MAR	APR	MAY
Child & Adolescent Mental Health Services Follow Up (Cabinet decision 16/2/17) Lead Scrutiny Councillor: Mary Jones Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Child Lead CMT: Dave Howes Lead Head of Service: Julie Thomas						21						
Regional Working Follow Up (Cabinet decision 16/8/18) Lead Scrutiny Councillor: Lyndon Jones Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Rob Stewart Lead CMT: Sarah Caulkin Lead Head of Service: cross-cutting												
PERFORMANCE PANELS:												
Adult Services (monthly) Lead Scrutiny Councillor: Peter Black Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Child Lead CMT: Dave Howes Lead Head of Service: Alex Williams	19	17	21	17* 25	23	20	11	15	11* 19	19	16	
Service Improvement & Finance (monthly) Lead Scrutiny Councillor: Chris Holley Lead Scrutiny Officer: Bethan Hopkins Lead Cabinet Member: Rob Stewart / Clive Lloyd Lead CMT: Sarah Caulkin / Ben Smith	5 19*	10	14	11 27	29	13	11	15	12	6	9	

Activity / Month	JUN 2018	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2019	FEB	MAR	APR	MAY
Community Cohesion & Hate Crime Lead Scrutiny Councillor: Louise Gibbard Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mary Sherwood Lead CMT: Lead Head of Service: Rachel Moxey	20											
Residents Parking Lead Scrutiny Councillor: Peter May Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: Stuart Davies												
Local Flood Risk Management Lead Scrutiny Councillor: Peter Jones Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: Stuart Davies					8							
Air & Noise Pollution Lead Scrutiny Councillor: Joe Hale Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: Mark Wade						6						
Welfare Reform Lead Scrutiny Councillor: Louise Gibbard Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mary Sherwood Lead CMT: Phil Roberts Lead Head of Service: Rachel Moxey								14				

Activity / Month	JUN 2018	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2019	FEB	MAR	APR	MAY
Environmental Enforcement Lead Scrutiny Councillor: Jeff Jones Lead Scrutiny Officer: tbc Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: cross-cutting												
Tourism Lead Scrutiny Councillor: tbc Lead Scrutiny Officer: tbc Lead Cabinet Member: Robert Francis-Davies Lead CMT: Martin Nicholls Lead Head of Service: Tracey McNulty												
Anti-Social Behaviour Lead Scrutiny Councillor: tbc Lead Scrutiny Officer: tbc Lead Cabinet Member: Mary Sherwood Lead CMT: Lead Head of Service: Rachel Moxey												
Digital Inclusion Lead Scrutiny Councillor: Lesley Walton Lead Scrutiny Officer: tbc Lead Cabinet Member: Clive Lloyd Lead CMT: Sarah Caulkin Lead Head of Service: Jo Harley												
Archive Service Lead Scrutiny Councillor: tbc Lead Scrutiny Officer: tbc Lead Cabinet Member: Robert Francis-Davies Lead CMT: Martin Nicholls Lead Head of Service: Tracey McNulty												

Activity / Month	JUN 2018	JUL	AUG	SEP	OCT	NOV	DEC	JAN 2019	FEB	MAR	APR	MAY
REGIONAL SCRUTINY:												
ERW - Education through Regional Working (bi-annual) Lead Scrutiny Councillor: Mary Jones / Mo Sykes Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Jennifer Raynor Lead CMT: Nick Williams Lead Head of Service: Helen Morgan-Rees Regional Lead: Betsan O'Connor				10				10*		25		
Swansea Bay City Deal Joint Scrutiny Committee (quarterly) Swansea Scrutiny Councillors: Jan Curtice / Phil Downing / Mary Jones Lead Scrutiny Officer: Jason Davies, Neath Port Talbot Council Lead Cabinet Member: Rob Stewart Lead CMT: Phil Roberts / Martin Nicholls Lead Head of Service: Phil Holmes						20						

* denotes extra meeting

Information correct as of 06/11/18 14:23

Progress Report – Current Scrutiny Panels and Working Groups

1. Inquiry Panels:

These will undertake in-depth inquiries into specific and significant areas of concern on a task and finish basis, and will be expected to take around six months to complete to enable wide-ranging evidence gathering, and production of a final report with conclusions and recommendations for Cabinet (and other decision-makers).

a) **Natural Environment** (convener: Cllr Peter Jones)

Key Question: What should Swansea Council be doing to maintain, enhance and promote its natural environment and biodiversity, and in doing so promote the resilience of eco-systems?

Progress Bar:

Planning				Evidence Gathering				Draft Final Report			

Formal evidence gathering has been completed. A meeting to review findings took place on 4 October. The final report is now being drafted. A meeting with the Leader has been arranged for 27 November to discuss the emerging conclusions and possible recommendations.

Projected End Date: November 2018

b) **Equalities** (convener: Cllr Louise Gibbard)

Key Question: ‘How effectively is the Council meeting and embedding the requirements under the Equality Act 2010 (Public Sector Duty for Wales)’.

Progress Bar:

Planning				Evidence Gathering				Draft Final Report			

The Panel on the 11 October agreed their Terms of Reference (**attached**) and programme of work of the inquiry. They started their evidence gathering by taking a close look at the Equality Impact Assessment process and the Swansea Equalities Review on 24 October. Over the next month they will be meeting with individual Directors to look in detail about equalities aspects within their remits including how they are progressing with their Equalities Objectives, embedding of duties, staff knowledge and training etc.

Projected End Date: March 2019

2. Follow Up on Completed Inquiries:

Follow-ups of inquiries will consider both the implementation of scrutiny recommendations and wider impact / difference made. Inquiry Panels are reconvened between 6-12 months after cabinet decision on Inquiry reports.

Inquiry	Cabinet Decision	Recommendations			Follow Up Panel Meeting
		Agreed	Partly	Rejected	
Tackling Poverty	15 Jun 2017	12	1	2	15 Oct 2018 COMPLETE
Child & Adolescent Mental Health Services	16 Feb 2017	13	1	1	(i) 15 Nov 2017 (ii) 21 Nov 2018
Regional Working	16 Aug 2018	11	0	0	May 2019

3. Performance Panels:

Performance Panels enable regular and structured in-depth monitoring of performance and challenge within these key areas:

a) **Service Improvement & Finance** (convener: Cllr Chris Holley)

The Panel recently considered the Quarter 1 Performance Monitoring Report 18/19 and the Equality Performance Report 17/18. The next meeting on the 4 November will focus on finance, reviewing a range of financial monitoring reports.

b) **Schools Performance** (convener: Cllr Mo Sykes)

The next meet will take place on 19 November where they will speak to the Cabinet Member and the Director of Education about progress with Education Other Than At School (EOTAS) services and changes, along with the new wellbeing and behaviour strategy.

c) **Public Services Board** (convener: Cllr Mary Jones)

The Panel had a session on the 3 October with the Future Generations Commissioner (Sophie Howe) and Jacob Ellis (Public Affairs Advisor). They spoke to the Panel about the Well-being and Future Generations (Wales) Act 2015 and Public Services Boards in general. The Panel asked questions around effective working, the power which the act has and ways in which funding has impacted performance. The next meeting on 5 December will look at the Working with Nature PSB objective.

d) **Child & Family Services** (convener: Cllr Paxton Hood-Williams)

A progress report appears separately in the agenda as Item No. 8.

e) **Adult Services** (convener: Cllr Peter Black)

The Panel met on 25 September to receive a briefing on Western Bay and discuss the Supporting People Programme Grant. The meeting on 29 October looked at the Deprivation of Liberty Safeguards. The item on the Council's policy commitments in relation to Adult Services was deferred until the meeting in December 2018, when the official update on progress should be available. The next meeting on 20 November will look at performance monitoring, the Wales Audit Office report on Strategic Commissioning of Accommodation Services for People with Learning Difficulties and receive a briefing on Social Services annual review of charges.

f) **Development & Regeneration** (convener: Cllr Jeff Jones)

The Panel met on 12 September to discuss the dashboard performance report which had been shared with the Panel. The meeting was informative and the dashboard report will now be a standing item in every meeting. The next meeting on 7 November will also include an overview of the Penderyn project and progress. Each meeting will now have a specific regeneration project update.

4. **Regional Scrutiny:**

This is collaborative scrutiny with other Local Authorities for topics / issues of shared interest or concern, and models of regional working.

a) **Education Through Regional Working**

A regional scrutiny councillors group meets to coordinate scrutiny work and ensure a consistent approach across the six councils participating in ERW. At present this involves two meetings per year. Swansea is represented by the Chair of the Scrutiny Programme Committee and Convener of the Schools Performance Panel.

The Group have agreed to an extra meeting on the 10 January 2019 where they have invited the Chair of the ERW Joint Committee and the Lead Director to discuss the ERW review and reform programme. This meeting will be hosted in Swansea. The next scheduled meeting is 25 March 2019.

Swansea's Scrutiny Team is providing the support for this group as the Council's contribution to ERW.

b) **Swansea Bay City Deal**

The first meeting of the Joint Scrutiny Committee, made up of Councillors for the four authorities involved, is taking place on 20 November in Carmarthen. The Committee, which will scrutinise the work of the Joint Committee responsible for delivering the City Deal

Programme, will be serviced by Neath Port Talbot Council. Swansea Councillor representatives are: Jan Curtice, Phil Downing & Mary Jones.

5. Working Groups:

A number of topics have been identified which will be dealt with through one-off Working Groups. These enable a 'light-touch' approach to specific topics of concern and will be planned as a one-off meeting primarily involving discussion with relevant cabinet member(s) / officer(s) (and any other persons called) to gather information, ask questions, and raise any concerns.

a) **Community Cohesion & Hate Crime** (convener: Meeting 1 Cllr Elliot King and Meeting 2 Cllr Louise Gibbard)

This Working Group met on 14 November which enabled information and discussion / questions about the council's work and effectiveness to support and promote community cohesion and tackle hate crime, and consider the current situation.

A second meeting to look in more detail at the Community Cohesion aspect took place on the 20 June 2018 which looked at concerns concern raised about the lack of an overarching direction, or strategy, for this aspect. Correspondence between the Working Group and Cabinet Member is included in this agenda under item 15 (Scrutiny Letters).

b) **Local Flood Risk Management** (convener: Cllr Peter Jones)

This is an annual recurring item in the work programme. The Working Group held an additional meeting on 8 October to monitor progress on the recommendations made by the Group following its meeting on 20 February 2018. The annual recurring meeting will be held in 4 to 6 months to monitor progress on the delivery of the Flood Risk Management Plan.

c) **Residents Parking** (convener: Cllr Peter May)

This meeting was scheduled for 8 November but has been delayed due to resource issues within the department, and will allow time for information required to be provided. The meeting will be rearranged early in the new calendar year. It will focus on concerns that have been raised about the new electronic permit issuing process and enable relevant information to be discussed and questions to be asked.

d) **Air & Noise Pollution** (convener: Cllr Joe Hale)

A meeting of the Working Group has been arranged for the 6 November 2018 which will enable information, questions and discussion on the situation in Swansea and effects, how pollution is measured / monitored, and efforts to tackle problems and reduce.

e) **Welfare Reform** (convener: Cllr Louise Gibbard)

A meeting of the Working Group has been arranged for 14 January 2019 which will enable information, questions and discussion on the impact of welfare reform in Swansea, e.g. Universal Credit, and work / measures in place to support citizens and mitigate problems.

f) **Environmental Enforcement** (convener: Cllr Jeff Jones)

This will enable information, questions and discussion about what is being done in relation to the enforcement / prevention of environmental issues such as fly tipping, dog fouling, litter, pavement parking etc., concerns about which seem to be regularly raised by the public.

Further Working Groups to be convened in the second half of 2018/19 (membership / conveners to be appointed in due course):

- **Tourism**

This will enable assessment of current activities taking into account previous scrutiny inquiry, and include discussion on issue raised about the maintenance / development of coastal path.

- **Anti-Social Behaviour**

This will enable information, questions and discussion on current approaches to tackle anti-social behaviour in our communities and their effectiveness.

- **Digital Inclusion**

This will enable councillors to follow up on the Working Group meeting held in March 2017. At that meeting the Working Group detailed a number of issues to be considered as part of a review of the Council's digital inclusion strategy. Councillors will be able to consider how well prepared both the Council itself and the public is to use and communicate / engage via digital technology.

- **Archive Service**

This would enable discussion about current service delivery, performance, and challenges. There is particular concern about accommodation issues and their effect on the service.

Equalities Scrutiny Inquiry Panel

Terms of Reference

Inquiry Key Question

The primary focus for the inquiry is to look at equalities in Swansea. The key question, therefore, is:

'How effectively is the Council meeting and embedding the requirements under the Equality Act 2010 (Public Sector Equality Duty for Wales)?

The inquiry will look in particular at how council is meeting its duties under the Equality Act 2010. The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

The Panel will also bear in mind the Wellbeing and Future Generations Act (Wales) 2015, in particular the wellbeing objective: *A more equal Wales - A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic circumstances).*

Reasons for carrying out this piece of work

Councillors, as part of this inquiry want to:

- Ensure that the Council is meeting its duties under the Equality Act 2010 (Public Sector Equality Duty for Wales)?
- Ensure that there is the staff knowledge, skills and capacity to enable the Council to meet the duty.
- Actively promote a positive attitude to equalities in Swansea.

Lines of Inquiry

The inquiry will look in particular at how equality issues are considered in the provision of council services and during development and changes to those services. It will also consider what the Council does well and what can be improved. This will include the following key lines of inquiry:

- a) **Role:** What is the councils role under the Equality Act 2010 (Public Sector Equality Duty for Wales) and how well is the Council meeting and embedding that duty.
- b) **Skills and ability:** Do council staff have the necessary skills, training and capacity to ensure the Council is meeting this duty.
- c) **Culture:** Is there a positive attitude and a commitment to ensuring equity across the organisation.
- d) **Systems/processes and consistency of approach:** Are there effective and efficient systems/practices/processes in place across the Council to enable meeting of the duty? Are Council Officers consistently applying these practices?

- e) **Partnership working:** how we are working with local communities, the voluntary sector and others to help and embed the requirements.
- f) **Measuring success:** How is the Council measuring how it is meeting and embedding the duty?

Intended Impact and Contribution

This inquiry intends to support the work of the Council by:

- Providing a councillor perspective on the issue
- Providing evidenced proposals to Cabinet that will lead to more effective services
- Gaining the views of the public, stakeholders, community groups and staff
- Considering and concluding on recommendations from national reports, legislation /directives and there implications for Swansea
- Identification of good practice/research elsewhere and whether there is any learning for Swansea's approach
- Increased councillor understanding about equalities
- Greater public awareness of work in relation to equalities

Membership of the Scrutiny Panel

Cllr Louise Gibbard (Convener)
Cllr Susan Jones
Cllr Lesley Walton
Cllr Sam Pritchard
Cllr Erika Kirchner
Cllr Mandy Evans
Cllr Terry Hennegan
Cllr Lyndon Jones
Cllr Hazel Morris
Cllr Yvonne Jardine

Key Officer Contact for the Inquiry

Tracey Meredith, Head of Legal, Democratic Services and Governance Unit

Scrutiny Officer supporting the Inquiry

Michelle Roberts
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Agenda Item 14



Report of the Chair

Scrutiny Programme Committee – 12 November 2018

Scrutiny Letters

Purpose:	To ensure the Committee is aware of the scrutiny letters produced following various scrutiny activities, and to track responses to date.
Content:	The report includes a log of scrutiny letters produced this year, and provides a copy of correspondence between scrutiny and cabinet members where discussion is required.
Councillors are being asked to:	<ul style="list-style-type: none">• Review the scrutiny letters and responses• Make comments, observations and recommendations as necessary
Lead Councillor:	Councillor Mary Jones, Chair of the Scrutiny Programme Committee
Lead Officer:	Tracey Meredith, Chief Legal Officer
Report Author:	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk
Legal Officer:	Tracey Meredith
Finance Officer:	Paul Cridland

1. Introduction

- 1.1 The production of scrutiny letters has become an established part of the way scrutiny operates in Swansea. Letters from the chair (or conveners) allow scrutiny to communicate directly and quickly with relevant cabinet members.
- 1.2 These letters are used to convey views and conclusions about particular issues discussed and provide the opportunity to raise concerns, ask for further information, and make recommendations. This enables scrutiny to engage with Cabinet Members on a regular and structured basis.

2. Reporting of Letters

- 2.1 All scrutiny letters, whether they are written by the Scrutiny Programme Committee or conveners of panels / working groups, are published to ensure visibility, of the outcomes from meetings, across the council and public.
- 2.2 The Scrutiny Programme Committee agenda also includes a copy of letters to/from Cabinet Members where specific discussion is required, e.g. letters relating to the Committee, Working Groups, and Inquiry Panel follow ups. Letters are included when cabinet member responses that were awaited are received or where a scrutiny letter did not require a response.
- 2.3 Where requested Cabinet Members are expected to respond in writing to scrutiny letters within 21 calendar days. The response should indicate what action (if any) they intend to take as a result of the views and recommendations made.
- 2.4 Letters relating to the work of Performance Panels are part of an ongoing dialogue with Cabinet Members and are therefore reported back and monitored by each Panel. The exception to this is the Public Services Board Scrutiny Performance Panel, whose letters will also be reported as this Committee is the designated committee for scrutinising Swansea Public Services Board (for the purposes of the Well-being of Future Generations (Wales) Act 2015). However all Performance Panel conveners will provide a progress report to the committee, including summary of correspondence with Cabinet Members and outcomes.

3. Letters Log

- 3.1 This report contains a log of scrutiny letters produced to enable the committee to maintain an overview of letters activity over the year – see **Appendix 1**. The letters log also shows the average time taken by Cabinet Members to respond to scrutiny letters, and the percentage of letters responded to within timescale.
- 3.2 The following letter(s) are also **attached** for discussion:

	Activity	Meeting Date	Correspondence
a	Community Cohesion Working Group	20 Jun	Letter to / from Cabinet Member for Better Communities (People)
b	Tackling Poverty Inquiry Follow Up	15 Oct	Letter to Cabinet Member for Better Communities (People)

3.3 Key Points:

- 3.3.1 Community Cohesion Working Group - The Working Group on 20 June enabled information and discussion / questions about the council's work to support and promote community cohesion and tackle issues and effectiveness, and consider the current situation.

The Cabinet Member's response confirms action that will be taken against each of the scrutiny recommendations, including action on:

- Developing a stronger role for Councillors and Local Area Co-ordinators in mainstreaming community cohesion.
- Myth busting information being made available online and shared via social media.
- Better links with and information to Governing Bodies, so they can have a direct impact on community cohesion in Swansea schools.
- Making more use of local media including using corporate communications to get more good news stories and myth busting out into local community.

- 3.3.2 Tackling Poverty Inquiry Follow Up - The Inquiry Panel considered progress against agreed recommendations and impact of its work. This work had focussed on ways in which the Council could improve its Tackling Poverty Strategy.

The Panel heard that the inquiry and its recommendations:

- has supported raising the profile of the tackling poverty agenda as everyone's business, and improved understanding and awareness
- has provided the role of a critical friend, supporting and reaffirming the direction of travel that the development of the revised Tackling Poverty Strategy took
- engaged a number of partners and organisations including The Bevan Foundation, Joseph Rowntree Foundation and Leeds Truth Commission, whose input has proved useful in the development of the revised plan.

The Panel was pleased that good progress has been made with the delivery of actions against most of the scrutiny recommendations, although made some observations about work still in progress. However, the Panel agreed that the formal monitoring of the inquiry is now complete.

4. **Legal Implications**

- 4.1 There are no legal implications.

5. **Financial Implications**

- 5.1 There are no financial implications.

Background Papers: None

Appendices:

Appendix 1: Scrutiny Letters Log

Appendix 2: Correspondence between scrutiny and cabinet members

Scrutiny Letters Log (25 May 2018 - 23 May 2019)

Ave. Response Time (days): 15 (target within 21 days) % responses within target: 91

No.	Committee / Panel / Working Group	Meeting Date	Main Issue(s)	Cabinet Portfolio	Letter Sent	Response Received	Days Taken	Reported to SPC (if applicable)
1	Development & Regeneration Performance Panel	15-May	End of year round up - Engagement with Scrutiny and Costs	Economy & Strategy (Leader)	29-May	09-Jul	27	n/a
2	Service Improvement & Finance Performance Panel	07-Feb	Libraries	Investment, Regeneration & Tourism	30-May	26-Jun	21	n/a
3	Committee	14-May	Cabinet Member Q & A	Delivery	04-Jun	25-Jun	21	09-Jul
4	Adult Services Performance Panel	16-May	Performance monitoring and budget outputs	Care, Health & Ageing Well	07-Jun	15-Jun	8	n/a
5*	Committee	19-Jun	Pre-decision scrutiny - More Homes Parc Yr Helyg Site Options Appraisal	Homes & Energy	20-Jun	n/a	n/a	09-Jul
6	Schools Performance Panel	07-Jun	Science in Schools	Education Improvement, Learning & Skills	21-Jun	03-Jul	12	n/a
7	Service Improvement & Finance Performance Panel	19-Jun	Pre-decision scrutiny - Cultural Services Commissioning Review	Investment, Regeneration & Tourism	27-Jun	n/a	n/a	n/a
8*	Working Group	20-Jun	Community Cohesion	Better Communities - People	02-Jul	12-Oct	n/a	12-Nov
9	Working Group	12-Jun	Homelessness	Homes & Energy	05-Jul	26-Jul	21	13-Aug

10	Child & Family Services Performance Panel	25-Jun	Impact of Prevention and Early Intervention on CFS	Children's Services - Early Years	12-Jul	n/a	n/a	n/a
11	Schools Performance Panel	18-Jul	Pre-decision scrutiny - changes to EMAU Service	Education Improvement, Learning & Skills	19-Jul	n/a	n/a	n/a
12	Schools Performance Panel	12-Jul	Visit and meeting at Gowerton Primary School re: Foundation Phase	Education Improvement, Learning & Skills	20-Jul	26-Jul	6	n/a
13	Development & Regeneration Performance	19-Jul	City Deal financial implications	Economy & Strategy (Leader)	14-Aug	21-Aug	n/a	n/a
14	Public Services Board Performance Panel	18-Jul	Governance of PSB	Economy & Strategy (Leader)	15-Aug	28-Aug	13	
15	Service Improvement & Finance Performance	14-Aug	End of Year Performance Monitoring Report	Economy & Strategy (Leader)	23-Aug	n/a	n/a	n/a
16	Committee	13-Aug	Cabinet Member Q & A	Homes & Energy	11-Sep	01-Oct	20	08-Oct
17	Adult Services Performance Panel	21-Aug	Performance monitoring	Care, Health & Ageing Well	11-Sep	n/a	n/a	n/a
18	Service Improvement & Finance Performance Panel	11-Sep	Recycling and Landfill Annual Report	Environment & Infrastructure Management	19-Sep	n/a	n/a	n/a
19	Adult Services Performance Panel	17-Sep	Pre-decision on outcomes of residential care and day services commissioning reviews	Care, Health & Ageing Well	19-Sep	21-Sep	2	n/a
20	Child & Family Services Performance Panel	28-Aug	Update on adoption service and advocacy and Bright Spots Survey	Children's Services - Early Years	20-Sep	n/a	n/a	n/a

21	Adult Services Performance Panel	25-Sep	Update on Western Bay programme and the Supporting People Programme grant	Care, Health & Ageing Well	09-Oct	26-Oct	17	n/a
22	Adult Services Performance Panel	25-Sep	Letter to Western Bay re update on Western Bay Programme	Care, Health & Ageing Well	10-Oct		n/a	n/a
23	Service Improvement & Finance Performance Panel	27-Sep	Equalities Review Report	Better Communities - People	16-Oct	26-Oct	n/a	n/a
24	Committee	10-Sep	Cabinet Member Q & A	Business Transformation & Performance (Deputy Leader)	16-Oct			
25	Tackling Poverty Inquiry Panel	15-Oct	Tackling Poverty follow up	Better Communities - People	24-Oct	n/a	n/a	12-Nov
26	Tackling Poverty Inquiry Panel	15-Oct	Tackling Poverty follow up	Chief Executive	24-Oct			
27	Working Group	08-Oct	Local Flood Risk Management - update on progress since last meeting	Environment & Infrastructure Management	30-Oct			
28	Schools Performance Panel	17-Oct	Ysgol Crug Glas School	Education Improvement, Learning & Skills	31-Oct			
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**To/
Councillor Mary Sherwood
Cabinet Member for Better
Communities (People)**

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*Date
Dyddiad:*

2 July 2018

BY EMAIL

Summary: This is a letter from the Community Cohesion Working Group to the Cabinet Member for Better Communities (People) following the meeting of the Working Group on 20 June 2018.

Dear Cllr Sherwood

The Community Cohesion Working Group met on 20 June to look at the work to support and promote community cohesion. This letter provides you with feedback from that meeting.

We would like to thank Jane Whitmore, Riaz Hassan and Duncan Cahill of South Wales Police for attending to make a presentation and answer questions.

We found the meeting informative and interesting. We discussed progress on a number of issues looking particularly at:

- Role of Regional Community Cohesion Co-ordinator and resources available for community cohesion work.
- Work being done to enable different groups of people to get on well together and developing respect in differences in our society
- How barriers to community cohesion are being addressed and what the outcomes are
- How success is monitored and how partnership working has developed
- Local examples of work on National Objectives
- Engaging and involving Ward Members
- Some key achievements in the mainstreaming community cohesion

From the discussion we made the following conclusions:

- Ward Councillors could be included and involved more in mainstreaming community cohesion. It would be useful for Ward Members to have more

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information on what they can be involved in and what they can do to help. A regular email sent to all councillors informing them of events and activities and including links to any new myth busting or useful information could be a starting point.

- We expressed our concern about the lack and insecurity of resources for community cohesion mainstreaming due to Welsh Government funding cuts with the only resource being the Regional Co-ordinator post.
- That the current partnerships are working well.
- That a better connection with local area co-ordinators was needed, we asked whether they need to have a bigger role in the mainstreaming of community cohesion?
- We were pleased to hear about the myth busting information. Would like to see this used more widely, made available online and shared via social media.
- We heard about some of the excellent activities taking place, Councillors particularly praised the Swansea Pride event.
- Information for School Governors would be useful so they can have a direct impact on community cohesion in Swansea schools. This could include access to myth busting leaflets and advice on how they can mainstream cohesion within their school.
- More use of local media including via corporate communications to get good news stories and myth busting information out into our communities

We appreciate the good work that is being done and acknowledge the work completed since our last scrutiny activity in November 2017 including listening and acting upon our comments and recommendations.

We hope you find this letter useful and informative. We would welcome any further comments on any of the issues raised but we would ask that you respond to us on the following points by 23 July 2018.

1. Developing a stronger role for Councillors in mainstreaming community cohesion.
2. Whether there needs to be a bigger role for Local Area Co-ordinators in the mainstreaming of community cohesion.
3. That the myth busting information is shared/used more widely, made available online and shared via social media.
4. That links are made with and information supplied to Governing Bodies.
5. Make more use of local media including using corporate communications to get more good news stories and myth busting out into local community.

Yours sincerely

COUNCILLOR LOUISE GIBBARD

Convener, Community Cohesion Scrutiny Working Group

✉ Cllr.louise.gibbard@swansea.gov.uk

Councillor Louise Gibbard
Convener – Community Cohesion
Scrutiny Working Group

BY EMAIL

Please ask for: Councillor Mary Sherwood
Direct Line: 01792 63 7428
E-Mail: cllr.mary.sherwood@swansea.gov.uk
Our Ref: MS/KH
Your Ref:
Date: 11 July 2018

Dear Councillor Gibbard

Thank you for your positive comments about our community cohesion work and indeed about a meeting in which I would have liked to have participated. Cllr Evans included this item in his handover to me, and we presumed I would be invited to any further meetings. It would have been helpful for me to hear the discussion first hand and contribute some additional items of interest to the group, whose views I would have valued. Please note my frustration and disappointment at not having known the meeting was occurring.

In response to your points raised in the letter in relation to WG future funding of the regional community cohesion, I share your concern and will be writing to the relevant Cabinet Secretary to ask for more information about the situation.

In response to the specific points noted below, I am pleased to report that one of my objectives for this year is around community cohesion and address these.

1. Developing a stronger role for Councillors in mainstreaming community cohesion.
2. Whether there needs to be a bigger role for Local Area Co-ordinators in the mainstreaming of community cohesion.
3. That the myth busting information is shared/used more widely, made available online and shared via social media.
4. That links are made with and information supplied to Governing Bodies.
5. Make more use of local media including using corporate communications to get more good news stories and myth busting out into local community

One of my objectives is to '**Involve Councillors in Community Cohesion**' and includes;

1. **Countering negative messaging (involving corporate communications and other channels available to us)**
2. **Supporting interactions that bring groups together 3) supporting hate crime reporting & intelligence at the community level.**

This objective responds to some of the concerns expressed by officers and wider partners, which I believe you have heard about. I intend to work with officers to develop

this into an action plan. The aim is to ensure that councillors have the necessary information and support to play a fuller role as you have referred to in your letter.

The action plan will be drafted by the end of September and will include gathering of prevalent myths to inform how best to counter them. Members of the working group and the wider councillor body may have heard myths they would like to flag up; officers would be glad to receive these examples. Likewise if councillors have ideas for community activities they would like to contribute to the action plan, these would be welcome. Input will also be invited from wider partners who are members of the Safer Swansea Partnership, and the plan will be shared with the PSB. Both bodies have their own objective of developing "stronger communities". Councillors who are school governors will then hopefully be better equipped to help influence community cohesion in schools.

Use of social media will be a feature within action plan, with resources being produced that councillors can easily share online. In view of points 3 and 4 of your letter I am happy to extend the action plan to include the development of online resources which can be made widely available to others, including governing bodies.

Local Area Co-ordinators already play a significant role in connecting individuals, groups and communities. They do this with a focus on an individual who is on their caseload. The central concern is the individual but of course, community cohesion is an underpinning aspect of their work.

I look forward to any further contribution members of the working group and wider councillor in relation to community cohesion.

Yours sincerely



**COUNCILLOR MARY SHERWOOD
CABINET MEMBER FOR BETTER COMMUNITIES - PEOPLE**



**To/
Councillor Mary Sherwood
Cabinet Member for Better
Communities (People)**

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Date:

24 October 2018

BY EMAIL

Summary: This is a letter from the Tackling Poverty Scrutiny Inquiry Panel to the Cabinet Member for Better Communities (People) on 15 October 2018. It is about the impact and progress made after the Tackling Poverty Scrutiny Review.

Dear Councillor Sherwood,

Tackling Poverty Scrutiny Inquiry Panel - 15 October 2018

We thank you and officers Rachel Moxey and Anthony Richards for attending the Panel to update us on the impact and progress being made with the agreed recommendations resulting from the Tackling Poverty Scrutiny Inquiry.

You told us that the main impact of the inquiry had been to generate and bring a clear focus to tackling poverty activity and that you are particularly pleased with progress made in relation to cross departmental/cutting working. You also said that you believe the real positive difference will come out of the Poverty Truth Commission work and this will help us set directions for the future. We were pleased to hear that the scrutiny process was helpful in developing a good starting position.

We heard that good progress has been made with most of the scrutiny recommendations contained within the action plan, some of the issues we discussed included:

Consultation Tackling Poverty Strategy - a consultation summary report has been produced that has put together 11 key items from the consultation which will address the issues raised. An action plan to deliver on these has been developed. We would like to see a copy of the consultation summary. Councillors were also interested in seeing the different perspectives expressed by those whose responded.

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We heard that the consultation exercise received 128 responses, some of which were single responses from organisations on behalf of users. An easy read version was made available and a large number of responses were received through that (82 of the 128). Children and young people were consulted via Big Conversation and Pupil Voice.

Poverty Truth Commission – we heard that this has not been completed but good progress has been made. That in July, it was agreed that the participation study for Swansea will be taken forward using the poverty commission model, after looking at good practice elsewhere. Moving forward will include working with others like Leeds Poverty Commission to develop the important next steps. We must get good buy in from stakeholders. We felt it important that ward councillors be involved. We also would like more information on what is happening in relation to tackling poverty would be useful and would like to see the minutes of the Poverty Partnership Forum put online for Councillors to access. We heard that the next steps for the Poverty Commission will include involving the following three groups of people:

1. Leader/Deputy Leader, senior business leaders, Public Service Board (PSB), faith leaders etc.
2. Range of stakeholder organisations
3. People who have direct experience of poverty

We would like to see good buy in from those organisations on the Public Services Board. We also feel that those involved from the organisations represented on the PSB must have the appropriate level of knowledge and ability to commit to be able to take things forward in those organisations.

Delivery Plan – We heard about the new whole Council Delivery Plan which every Cabinet Member has actions in and that progress is reported quarterly. We would like to see this published online giving it visibility and councillors can also see progress made. We would also like to see full strategy action plans for Poverty and for Prevention available online and these kept up to date as progress is made as Cabinet members and Directors actively contribute to the plan. This would provide improved visibility for Councillors and others. The Panel recognise and were pleased to hear that it is a living document.

European Funding and impact of Brexit – We heard that there are a number of European funded streams. We did express our concern and were pleased to hear that this will not change the concept behind the schemes we are involved in.

Procurement – You told us about the work by Preston Council to maximise the use of social procurements in its activities and through its partnerships. We were very interested in this concept. We recognise that some work is done in relation to this within Swansea in the Beyond Bricks and Mortar but this way of working could be expanded much further here; believing it as in Preston could be a key driver to regenerating the local economy. We agreed to refer this issue to the Development and Regeneration Scrutiny Performance Panel to consider further.

In summary, we welcome your thoughts on any issues within this letter but would particularly like you to take action on the follow points:

1. Circulate with a copy of the summary of the consultation to the Panel.
Councillors were also interested in seeing, if possible, some of the different perspectives expressed by those whose responded.
2. Ensure Ward Councillors are involved in the development of the Truth Commission work.
3. That the minutes of the Poverty Partnership Forum are put online for Councillors to access.
4. That the full strategy action plans for both Poverty and for Prevention are put online and these kept up to date as progress is made or changes happen.

We welcome your thoughts on any issues within this letter but do not require a formal written response.

Yours sincerely,

COUNCILLOR SYBIL CROUCH

Convener, Tackling Poverty Inquiry Panel

Cllr.sybil.crouch@swansea.gov.uk

Appendix 1

Agenda Item 15

Audit Committee Workplan 2018/19

Terms of Reference	12 June 2018	26 June 2018 (Special)	17 July 2018	14 August 2018	11 September 2018	9 October 2018	11 December 2018	12 February 2019	9 April 2019
Training	Audit Committee Initial Training Risk Management		Financial Management & Accounting Governance	Internal Audit	External Audit	Counter Fraud			
Governance	Election of Chair & Vice Chair Audit Committee Training Programme 2018/19		*Draft Annual Governance Statement 2017/18	Draft Audit Committee Annual Report 2017/18	AC Performance Review 17/18 Action Plan Update	Chair of Scrutiny Programme Committee Update on work of PDC's	AC Performance Review 17/18 Action Plan Update	AC Performance Review 17/18 Action Plan Update	
Internal Audit	Internal Audit Monitoring Report Q4 2017/18 Performance Review 16/17 Action Plan Update Report			Internal Audit Annual Report 2017/18 Audit Committee Review of Performance 2017/18 Action Plan - Draft	Internal Audit Monitoring Report Q1 2018/19	Annual Report of School Audits 2017/18	Internal Audit Monitoring Report Q2 2018/19 Recommendation Tracker Report 2017/18 Social Care Contracts Update	Internal Audit Monitoring Report Q3 2018/19 Internal Audit Annual Plan Methodology Report 2019/20	Internal Audit Charter 2019/20 Internal Audit Annual Plan 2019/20 Social Care Contracts Update
Risk Management & Performance	WAO Proposals for Improvement Report – Six Month Update Overview of the Overall Status of Risk Report Q4 2017/18			Overview of the Overall Status of Risk Report Q1 2018/19			Overview of the Overall Status of Risk Report Q2 2018/19	WAO Proposals for Improvement Report – Six Month Update Overview of the Overall Status of Risk Report Q3 2018/19	Overview of the Overall Status of Risk Report Q4 2018/19
Counter Fraud					Corporate Fraud Annual Report 2017/18				Corporate Fraud Annual Plan 2019/20
External Audit		Audit Committee Review of Performance 2017/18			WAO ISA 260 Report 2017/18 – CCS WAO ISA 260 Report 2017/18 – Pension Fund	WAO Annual Improvement Report 2017/18 – CCS	WAO Annual Audit Letter 2017/18	WAO Grants Report 2017/18 WAO Annual Audit Plan 2018/19 CCS & Pension Fund	Audit Committee Review of Performance 2018/19
Financial Reporting			Draft Statement of Accounts 2017/18 – CCS Letters of Representation CCS & Pension Fund	Draft Statement of Accounts 2017/18 - Pension Fund		Trusts & Charities Update Report	Review of Reserves Report Treasury Management & Budgetary Control Update		

Note: Audit Committee Action Tracker Report and Audit Committee Workplan will be included as agenda items at each meeting. An update from WAO will also be on the agenda for each meeting
**Special Meeting held 23/08/18 to discuss and approve the amended Annual Governance Statement 2017/18*

Agenda Item 16

Date and Time of Upcoming Panel / Working Group Meetings

13 November - 10 December

- a) 13 November at 10.00am – Service Improvement & Finance Scrutiny Performance Panel (Committee Room 5, Guildhall)
- b) 19 November at 4.00pm – Schools Scrutiny Performance Panel (Committee Room 3A, Guildhall)
- c) 20 November at 10.00am – Swansea Bay City Deal Joint Scrutiny Committee Panel (Council Chamber, Carmarthen Council)
- d) 20 November at 3.30pm – Adult Service Scrutiny Performance Panel (Committee Room 5, Guildhall)
- e) 21 November at 2.00pm – Child & Adolescent Mental Health Services Scrutiny Inquiry Panel Follow Up (Committee Room 5, Guildhall)
- f) 26 November at 10.30am – Equalities Scrutiny Inquiry Panel (Committee Room 5, Guildhall)
- g) 27 November at 12.00pm – Natural Environment Scrutiny Inquiry Panel (Committee Room 5, Guildhall)
- h) 5 December at 10.00am – Public Services Scrutiny Performance Panel (Committee Room 5, Guildhall)