



City and County of Swansea

## Minutes of the **People Policy Development Committee**

Committee Room 5 - Guildhall, Swansea

Wednesday, 20 March 2019 at 4.00 pm

**Present:** Councillor C R Evans (Chair) Presided

**Councillor(s)**

C Anderson  
E T Kirchner

**Councillor(s)**

S J Gallagher  
M B Lewis

**Councillor(s)**

P R Hood-Williams  
S Pritchard

**Officer(s)**

Mark Campisi  
Peter Field

Principal Officer Mental Health and Learning Disabilities  
Principal Officer Prevention, Wellbeing and  
Commissioning

Simon Jones

Social Services Strategy and Performance Improvement  
Officer

Allison Lowe  
Lisa Thomas

Democratic Services Officer  
Senior Lawyer

**Apologies for Absence**

Councillor(s): C Richards

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**43 Disclosures of Personal & Prejudicial Interests.**

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

**44 Minutes:**

**Resolved** that the Minutes of the People Policy Development Committee held on 20 February 2019 be approved and signed as a correct record.

**45 Supported Living - Proposals to Improve Community Engagement and Ward Members. (Verbal)**

The Principal Officer Mental Health and Learning Disabilities, supported by the Principal Officer Prevention, Wellbeing & Commissioning provided an update on the proposals to improve Community Engagement including with Ward Members.

A process to improve communication flowchart had been devised as follows:

1. A Registered Social Landlord (RSL) will be commissioned to develop a supported housing scheme. General specifications of the property will be provided along with the number of tenants for the property;

2. The Registered Social Landlord provides one or more accommodation options and the Mental Health and Learning Disability Managers will engage to identify and select the most suitable option and property acquired;
3. Cabinet and Ward Member will be contacted by the Principal Officer for Mental Health and Learning Disability Services to inform them of the new development address and client group;
4. Cohort of individuals to be accommodation identified;
5. The Care Providing agency tendered for, selected and contract awarded;
6. The Contact details of the registered manager of the care agency new development will be provided to Cabinet and Ward members as required.

A lengthy discussion ensued regarding the stage at which Ward Councillors be notified of the accommodation options (point 2). It was agreed that the flowchart remain as drafted and Ward Members be informed of the selected accommodation option once it had been identified. This would enable Ward Members to highlight any concerns at this point, however it was noted that unless there were concerns of any major relevance, the process would likely still continue.

In relation to point 6 it was agreed that should Ward Members be aware of an issue with a supported living accommodation or wish to discuss any concerns, they contact the Principal Officer Mental Health & Learning Disabilities in the first instance (or the Emergency Duty Team if out of hours). This was due to care providers and registered managers' details being subject to change.

The Chair thanked the officers for all their work in developing the process which had been a helpful, informative and a productive exercise.

**Resolved that:**

- 1) The update be noted;
- 2) A draft report to Cabinet on "Supported Living" be prepared by the Principal Officer for Mental Health & Learning Disabilities in conjunction with the Chair of People Policy Development Committee.

**46 Work Plan 2018-2019.**

The Chair outlined the Work Plan for 2018-2019.

**Resolved** that the Work Plan be noted subject to the following addition:

- Update on Advanced Childhood Experiences (ACE's) be added to the agenda for the next meeting scheduled for 17 April 2019.

The meeting ended at 4.41 pm

**Chair**