



## City and County of Swansea

### Notice of Meeting

You are invited to attend a Meeting of the

## Scrutiny Programme Committee

**At:** Committee Room 1 - Civic Centre, Swansea

**On:** Monday, 10 February 2020

**Time:** 4.30 pm

**Chair:** Councillor Mary Jones

#### Membership:

Councillors: C Anderson, M Durke, E W Fitzgerald, L S Gibbard, J A Hale, D W Helliwell, T J Hennegan, P K Jones, E T Kirchner, W G Lewis, G J Tanner and W G Thomas

Statutory Co-opted Members: D Anderson-Thomas and A Roberts

Councillor Co-opted Members: P M Black, C A Holley, P R Hood-Williams, L R Jones and J W Jones

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### Agenda

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| <b>1 Apologies for Absence.</b>                                                                                                                                          |          |
| <b>2 Disclosures of Personal &amp; Prejudicial Interest.</b><br><a href="http://www.swansea.gov.uk/disclosuresofinterests">www.swansea.gov.uk/disclosuresofinterests</a> |          |
| <b>3 Prohibition of Whipped Votes and Declaration of Party Whips.</b>                                                                                                    |          |
| <b>4 Minutes.</b><br>To approve and sign the Minutes of the previous meeting(s) as a correct record.                                                                     | 1 - 8    |
| <b>5 Public Question Time.</b><br>Questions must relate to matters on the open part of the Agenda of the meeting and will be dealt with in a 10 minute period.           |          |
| <b>6 Cabinet Member Question Session:</b>                                                                                                                                | 9 - 63   |
| a) Cabinet Member for Environment & Infrastructure Management (Councillor Mark Thomas).                                                                                  |          |
| b) Cabinet Member for Care Health & Ageing Well (Councillor Mark Child).                                                                                                 |          |

|           |                                                                                                                                                                                             |                  |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| <b>7</b>  | <b>Scrutiny Performance Panel Progress Reports: Adult Services.<br/>(Councillor Peter Black, Convener)</b>                                                                                  | <b>64 - 69</b>   |
| <b>8</b>  | <b>Membership of Scrutiny Panels and Working Groups.</b>                                                                                                                                    | <b>70 - 71</b>   |
| <b>9</b>  | <b>Scrutiny Dispatches - Quarterly Impact Report.</b>                                                                                                                                       | <b>72 - 77</b>   |
| <b>10</b> | <b>Scrutiny Work Programme 2019/20.</b><br>Discussion on:<br>a) Committee Work Plan.<br>b) Opportunities for Pre-Decision Scrutiny.<br>c) Progress with Scrutiny Panels and Working Groups. | <b>78 - 104</b>  |
| <b>11</b> | <b>Scrutiny Letters.</b>                                                                                                                                                                    | <b>105 - 134</b> |
| <b>12</b> | <b>Audit Committee Work Plan (For Information).</b>                                                                                                                                         | <b>135 - 141</b> |
| <b>13</b> | <b>Date and Time of Upcoming Panel / Working Group Meetings.</b>                                                                                                                            | <b>142</b>       |

**Next Meeting:** Monday, 9 March 2020 at 4.30 pm



**Huw Evans**  
**Head of Democratic Services**  
**Monday, 3 February 2020**

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**Contact: Democratic Services - Tel (01792) 636923**

# Agenda Item 4



City and County of Swansea

## Minutes of the **Special Scrutiny Programme Committee**

Council Chamber - Guildhall, Swansea

Wednesday, 8 January 2020 at 9.30 am

**Present:** Councillor M H Jones (Chair) Presided

**Councillor(s)**

C Anderson  
T J Hennegan  
W G Lewis

**Councillor(s)**

L S Gibbard  
P K Jones  
W G Thomas

**Councillor(s)**

D W Helliwell  
E T Kirchner

**Statutory Co-opted Member(s)**

A Roberts

**Councillor Co-opted Member(s)**

P M Black

C A Holley

P R Hood-Williams

**Also Present: -**

Councillor Robert Francis-Davies Cabinet Member for Investment, Regeneration & Tourism

Councillor Linda Tyler-Lloyd Ward Councillor - Mayals

**Officer(s)**

|              |                             |
|--------------|-----------------------------|
| Geoff Bacon  | Head of Property Services   |
| Lewis Hinds  | Client Services Manager     |
| Kate Jones   | Democratic Services Officer |
| Brij Madahar | Scrutiny Team Leader        |
| Debbie Smith | Deputy Chief Legal Officer  |

**Apologies for Absence**

Councillor(s): M Durke, E W Fitzgerald and G J Tanner

Statutory Co-opted Member(s): D Anderson-Thomas

Councillor Co-opted Members: L R Jones and J W Jones

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## 82 Condolences.

The Chair referred with sadness to the recent death of Councillor Sybil Crouch.

All present stood as a mark of sympathy and respect.

**83 Disclosures of Personal & Prejudicial Interest.**

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

Councillor D W Helliwell – Minute No. 86 – Councillor for Sketty Ward – Personal

Councillor P K Jones – Minute No. 86 – Councillor for Sketty Ward - Personal

Councillor W G Thomas – Minute No. 86 – Member of Mumbles Community Council and Councillor for Newton Ward - Personal

Councillor L Tyler-Lloyd – Minute No. 86 – Member of Mumbles Community Council and Councillor for Mayals Ward - Personal

**84 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.

**85 Public Question Time.**

There were a number of questions from members of the public which focussed on:

- Long term financial gain and enjoyment of the areas
- Tennis courts – long lease as opposed to the freehold to retain the land for future generations; other interest received for development of the Land at the Skate Ramp site
- Importance of encouraging more active and year-round use of the prom with the Well-being Act considering 'A Healthy Wales' to be a top priority
- Support for the skate park development and lack of free sport and leisure facilities in the Mumbles area for young people
- Idea for the development of a Skate Park originated from Police Community Support Officers following complaints from residents about young people causing a nuisance in the area as they have nowhere to go
- Weight given to objections
- Plan for Traffic Restriction Orders (TROs) in the immediate vicinity of the skate park
- Progress with the planning application by Mumbles Community Council for new Skate Park
- Criteria for assessing the suitability of the Land and the Skate Ramp site against other potential sites for the new skate park
- Requirement for public toilets, shops and parking at a skate park
- The correct location for a skate park considering the iconic views, no supporting infrastructure, parking, proximity to busy road and ability to cope with major events
- Previously held Skate Jam's at existing site

A representative of the Swansea Bay Foreshore Group also addressed the Committee with their views.

The Cabinet Members and Officers responded to the questions accordingly and stated that all comments / viewpoints would be taken on board. The Client Services Manager confirmed that the Cabinet Report was to progress potential developments to the next stage, and not to make detailed decisions on any site as yet. In terms of the skate park there was no decision as to whether there should be a skate park, but further investigation / due diligence to ensure that it was located in the correct location.

**86 Pre-decision Scrutiny: Foreshore Sites - Public Consultation and Procurement Responses Summary and Next Steps.**

The Cabinet Member for Investment, Regeneration & Tourism, the Head of Property Services and the Client Services Manager were present for the Committee's consideration of cabinet report on 'Foreshore Sites – Public Consultation and Procurement Responses Summary and Next Steps'

The Client Services Manager presented the report to the Committee. He briefly summarised the five sites considered for potential development and the findings for each site following the public consultation and procurement responses.

Further to the written report provided the Committee had received a link to an e-petition submitted as part of the public consultation, a response to the public consultation from Councillor Child and Councillor Thomas as well as a commercially sensitive response received from the PIN notice.

Councillor Lynda-Tyler Lloyd addressed the Committee to express views as a local member about the location of the proposed skate park development by Mumbles Community Council and need for a full review of its suitability and consideration of alternative sites.

Questions and discussions focussed on the following:-

- Process of considering objections and weighting of those objections
- Full consideration of proposals received from the next stage
- Any development on land near to Blackpill Lido to take into account that Blackpill Beach is a designated Site of Special Scientific Interest
- Need to link / co-ordinate development with Tourism and Development Strategic Plans
- Consideration of all factors namely environmental, cultural etc. as well as financial
- Maintenance of Council or community ownership of sites / no loss of free public access and facilities
- Possibility of maintaining four tennis courts at Langland and the facilities required i.e. public toilets
- Debate around the proposed development of a large-scale skate ramp
- Future scrutiny of seafront development

The Chair thanked the Cabinet Member and Officers.

**Resolved** that the Chair of the Scrutiny Programme Committee writes to the Cabinet Member outlining the views of the Committee, with feedback to be presented to Cabinet on 9 January 2020 ahead of decision on the cabinet report.

**87 Exclusion of the Public.**

The Committee was requested to exclude the public from the meeting during consideration of an additional report on 'Foreshore Sites – Public Consultation and Procurement Responses Summary and Next Steps' on the grounds that it involved the likely disclosure of exempt information as set out in the exclusion paragraphs 13 and 14 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

**88 Foreshore Sites - Public Consultation and Procurement Responses Summary and Next Steps.**

The Committee considered the additional report in full consideration of the cabinet report.

**Resolved** that the Chair of the Scrutiny Programme Committee writes to the Cabinet Member outlining the views of the Committee, with feedback to be presented to Cabinet on 9 January 2020 ahead of decision on the cabinet report.

The meeting ended at 11.05 am

**Chair**



City and County of Swansea

## Minutes of the **Scrutiny Programme Committee**

Council Chamber - Guildhall, Swansea

Monday, 13 January 2020 at 4.30 pm

**Present:** Councillor M H Jones (Chair) Presided

**Councillor(s)**

C Anderson  
L S Gibbard  
E T Kirchner

**Councillor(s)**

M Durke  
D W Helliwell  
W G Lewis

**Councillor(s)**

E W Fitzgerald  
P K Jones

**Also Present**

Councillor Rob Stewart      Leader / Cabinet Member for Economy & Strategy

**Councillor Co-opted Member(s)**

P M Black                      C A Holley

**Officer(s)**

|              |                                                |
|--------------|------------------------------------------------|
| Adam Hill    | Deputy Chief Executive / Director of Resources |
| Kate Jones   | Democratic Services Officer                    |
| Brij Madahar | Scrutiny Team Leader                           |
| Debbie Smith | Deputy Chief Legal Officer                     |

**Apologies for Absence**

Councillor(s): G J Tanner and W G Thomas

Statutory Co-opted Member(s): D Anderson-Thomas and A Roberts

Councillor Co-opted Members: L R Jones and J W Jones

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**89 Disclosures of Personal & Prejudicial Interest.**

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

**90 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.

**91 Minutes.**

**Resolved** that the Minutes of the Scrutiny Programme Committee held on 11 November 2019 and the Minutes of the Special Scrutiny Programme Committee held on 18 November 2019 be approved and signed as a correct records.

**92 Public Question Time.**

There were a number of questions from a member of the public which focussed on

- 1) National Park City initiative
- 2) Swansea Bay Metro project
- 3) Relationships between Ministers and Planning Inspectors – Statutory challenges under s288 of the Town and Country Planning Act 1990
- 4) Embedding the Universal Charter of Human Rights into service delivery

The Leader and Deputy Chief Executive responded to the questions accordingly. Further information in respect of challenges under s288 of the Town and Country Planning Act 1990 would be provided in writing, if held.

**93 Cabinet Member Question Session: Leader and Cabinet Member for Economy & Strategy (Councillor Rob Stewart).**

The Leader presented a report on the key headlines of the Economy and Strategy Portfolio. The Deputy Chief Executive was also present to support the Question and Answer session.

Questions and discussions focussed on the following:-

- Foreshore Sites - land / potential development at Llangland
- National Park City – criteria and process
- Brexit – current position and impact on the Council; concern over loss of funding and support following exit from the EU as ensuring a fair share of the UK Shared Prosperity Fund and certainty of funding; discussions at regional / national level; continued use and disadvantage of the five case business model and the HM Treasury Green Book; continued risk on no-deal brexit; progress on advice to employees on the EU settlement scheme
- 5G network roll out - requirements for the roll out; potential need for more masts as well as possible alternatives; benefits of 5G; current health advice in respect of 5G and ongoing monitoring; independence of International Commission on Non-Ionizing Radiation Protection (ICNIRP)
- Climate Emergency – progress since the Council declaration in June 2019 and action plan
- Castle Square - update and timescales for the Castle Square Development
- Felindre Strategic Employment Site – further investment or potential for housing; desired improvement to traffic and congestion at Motorway junctions 44-47 inclusive
- Hafod Morfa Copperworks – new masterplan being prepared links with the Skyline project and leisure facility at Kilvey Hill
- Student accommodation – Mariner Street scheme and other developments in the city centre; effect on Houses of Multiple Occupation (HMO) numbers; reported drop in student numbers nationally

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



**94 Scrutiny Performance Panel Progress Reports.**

Councillor Chris Holley presented the updates for the Service Improvement and Finance Scrutiny Performance Panel (as Convener of the Panel) and the Development and Regeneration Scrutiny Performance Panel (on behalf of the Convener, as a member of the Panel). He specifically highlighted the remit of each Panel and their key activities.

**Resolved** that the updates be noted.

**95 Membership of Scrutiny Panels and Working Groups.**

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

**Resolved** that Councillor Steve Gallagher be added to the Natural Environment Performance Panel.

**96 Scrutiny Work Programme 2019/20.**

The Chair presented the Scrutiny Work Programme for 2019/20.

The Cabinet Member for Care, Health & Ageing Well and the Cabinet Member for Environment & Infrastructure Management were due to attend the next Scrutiny Programme Committee on 10 February 2020.

The Chair urged Committee Members to consider topic areas ahead of the meeting.

As convener of the Tourism Scrutiny Working Group, Councillor Peter Jones referred to the report on 'Scrutiny Inquiry on Tourism Cabinet Member Responses and Action Plan' included in the agenda which outlined Cabinet's response to the Working Group's recommendations and its action plan. It was noted that not all scrutiny recommendations were agreed, mainly due to resources. The potential to follow up on progress of agreed recommendations in March was noted, as the Cabinet Member for Investment, Regeneration & Tourism would be attending for a Q & A session.

**Resolved** that the report be noted.

**97 Scrutiny Letters.**

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

The Scrutiny Letters report was **noted**.

**98 Audit Committee Work Plan (For Information).**

The Chair provided the Audit Committee Work Plan for information and noted that she was due to attend the Audit Committee on 11 February 2020 to talk about the scrutiny work programme.

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

**99 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 5.50 pm

**Chair**

# Agenda Item 6



## Report of the Chair

Scrutiny Programme Committee – 10 February 2020

### Cabinet Member Question Session

|                                        |                                                                                                                                                                                                                                                                                     |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Purpose:</b>                        | 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.                                                             |
| <b>Content:</b>                        | The following Cabinet Members will appear before the Committee to participate in a question and answer session:<br>a) Councillor Mark Thomas, Cabinet Member for Environment & Infrastructure Management<br>b) Councillor Mark Child, Cabinet Member for Care, Health & Ageing Well |
| <b>Councillors are being asked to:</b> | <ul style="list-style-type: none"><li>• Question the Cabinet Member on relevant matters</li><li>• Make comments and recommendations as necessary</li></ul>                                                                                                                          |
| <b>Lead Councillor:</b>                | Councillor Mary Jones, Chair of the Scrutiny Programme Committee                                                                                                                                                                                                                    |
| <b>Lead Officer:</b>                   | Tracey Meredith, Chief Legal Officer                                                                                                                                                                                                                                                |
| <b>Report Author:</b>                  | Brij Madahar, Scrutiny Team Leader<br>Tel: 01792 637257<br>E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>                                                                                                                                     |
| <b>Legal Officer:</b>                  | Debbie Smith                                                                                                                                                                                                                                                                        |
| <b>Finance Officer:</b>                | 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.

1.2 There are 10 Cabinet portfolios:

|   | <b>Cabinet Portfolio</b>                      | <b>Cabinet Member</b> |
|---|-----------------------------------------------|-----------------------|
| 1 | Economy & Strategy<br>(Leader of the Council) | Cllr Rob Stewart      |

|    |                                                                            |                                                                                          |
|----|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| 2  | Delivery & Performance<br>(Joint-Interim Deputy Leader)                    | Cllr David Hopkins                                                                       |
| 3  | Homes, Energy & Service<br>Transformation<br>(Joint-Interim Deputy Leader) | Cllr Andrea Lewis                                                                        |
| 4  | Better Communities                                                         | Cllr Alyson Pugh (People –<br>Lead)<br>Cllr Andrew Stevens (Place –<br>Lead)             |
| 5  | Care, Health & Ageing Well                                                 | Cllr Mark Child                                                                          |
| 6  | Children Services                                                          | Cllr Elliott King (Early Years -<br>Lead)<br>Cllr Sam Pritchard (Young<br>People – Lead) |
| 7  | Education Improvement,<br>Learning & Skills                                | Cllr Jennifer Raynor                                                                     |
| 8  | Environment & Infrastructure<br>Management                                 | Cllr Mark Thomas                                                                         |
| 9  | Investment, Regeneration &<br>Tourism                                      | Cllr Robert Francis-Davies                                                               |
| 10 | Resilience & Strategic<br>Collaboration                                    | Cllr Clive Lloyd                                                                         |

**NOTE:**

- All Cabinet Members have responsibility for Lead Elements of Sustainable Swansea & Poverty Reduction
- Better Communities and Children Services Portfolios operate under a job share system with two named Councillors sharing the workload, split into 2 specialist knowledge areas, however, formally they remain as one cabinet portfolio. Each individual holds office for a rolling 3 month period and during that time assume responsibility for the overall portfolio. However, the workload in gathering information and learning will be shared.

1.3 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.

1.4 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 Mark Thomas, Cabinet Member for Environment & Infrastructure Management
- b) Councillor Mark Child, Cabinet Member for Care, Health & Ageing Well

2.2 The Cabinet portfolio responsibilities are set out below:

| <b>Environment &amp; Infrastructure Management (Cllr Mark Thomas)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Care, Health &amp; Ageing Well (Cllr Mark Child)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Coastal Defence, Marina, Foreshore &amp; Beach Maintenance</li> <li>• Cycleways</li> <li>• Environmental Health</li> <li>• Estates Maintenance Management (non HRA)</li> <li>• Fleet Renewal &amp; Maintenance</li> <li>• Fly Tipping Task Force</li> <li>• Highways &amp; Engineering</li> <li>• Infrastructure Repairs &amp; Maintenance</li> <li>• Parking Policy &amp; Control</li> <li>• Parks &amp; Cleansing</li> <li>• Pothole Task Force</li> <li>• Public Protection</li> <li>• Public Transport</li> <li>• Regional Collaborations for Transport, Highways &amp; Waste</li> <li>• Regional Transport Policy</li> <li>• Streetscene</li> <li>• Trading Standards</li> <li>• Waste Management &amp; Recycling</li> </ul> | <ul style="list-style-type: none"> <li>• Activities to Promote Independence &amp; Aging Well</li> <li>• Adult Social Services Modernisation</li> <li>• Assessment / Care Management</li> <li>• Elderly Care</li> <li>• Healthy City Partnership</li> <li>• Integration of Health &amp; Social Care</li> <li>• Joint Equipment</li> <li>• Leader's Representative on West Glamorgan RPB</li> <li>• Learning Disability</li> <li>• Local Area Coordination Implementation - Lead</li> <li>• Mental Health</li> <li>• Physical &amp; Sensory Impairments</li> <li>• Safeguarding</li> <li>• Supporting People</li> <li>• Wellbeing</li> </ul> |

### 3. Approach to Questions

3.1 At each Cabinet Member Question Session the Committee will generally ask Cabinet Members about:

- relevant priorities / objectives (e.g. policy commitments), 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.; any regional / collaborative working relevant to their portfolio responsibilities.
- 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.
- Poverty Reduction – their contribution to the commitment to tackle poverty.
- Sustainable Swansea – their contribution to the transformation programme.

3.3 Cabinet Members will be invited to make introductory remarks before taking questions from the Committee. The Cabinet Member has provided a report on 'headlines' in relation to the portfolio to help the Committee focus on priorities, actions, achievements and impact - see **Appendices 1 and 2**.

3.4 Amongst key themes / questions from the Committee is the intention to ask about Highways & Engineering - the delivery of members highway schemes (for Cllr. Thomas).

3.5 With reference to agreed Scrutiny Improvement Objectives the Committee should ensure the Q & A Session also enables it to:

- Follow up, where necessary, on progress with relevant Scrutiny Working Group recommendations to assess impact / outcomes
- Raise any outstanding actions in respect of any other scrutiny activities / recommendations.
- Ask about future key decisions so the Committee can identify any issues which they may want to discuss at an earlier stage than cabinet reporting.
- Encourage Cabinet Members to consider reporting to scrutiny / consulting on significant issues and planned decisions at an early stage to enable views of scrutiny to be taken.

3.6 Following each session the chair will write to Cabinet Members in order to capture the main issues discussed, views expressed by the Committee, and any actions for them to consider.

- 3.7 If the Committee wishes to conduct more detailed scrutiny of any of the issues raised during the Q & A session 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 Scrutiny

- 4.1 The correspondence with Cllrs. Mark Thomas & Mark Child following last year's Q & A session is **attached**. Taking account there have been portfolio changes since last year, the following issues still relevant to the current portfolio were discussed, and Committee Members may wish to follow up:

| Cllr Mark Thomas                                                                                                                                                                                                                                                                                                            | Cllr Mark Child                                                                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Waste Collection</li> <li>• Fly Tipping</li> <li>• Environmental Health</li> <li>• Highways &amp; Infrastructure</li> <li>• Burials &amp; Cremations</li> <li>• Countryside Access</li> <li>• Marina, Foreshore and Beach Maintenance</li> <li>• Nuclear Waste Disposal</li> </ul> | <ul style="list-style-type: none"> <li>• Western Bay Health &amp; Social Care Programme (<i>now called West Glamorgan Regional Partnership</i>)</li> <li>• Public Services Board</li> <li>• Funding for Health &amp; Social Care</li> <li>• Local Area Coordination</li> </ul> |

- 4.2 Members may also wish to follow up, as necessary, on the Cabinet Member's engagement with relevant Scrutiny Panels / Working Groups over the past year.

#### Councillor Mark Thomas:

##### Performance Panels:

- Development & Regeneration Performance Panel (Transport – Aug 2019)
- Service Improvement & Finance Performance Panel (Recycling & Landfill Annual Report – Nov 2019)
- Natural Environment Performance Panel
  - Gull Nuisance (Nov 2019)
  - Weed Management (Dec 2019)
  - Air Pollution Control (Dec 2019)

##### Working Groups:

- Environmental Enforcement Working Group (Feb 2019)

The Working Group, convened by Councillor Jeff Jones, met on 5 February to look at what is being done in relation to the enforcement / prevention of environmental issues such as fly

tipping, dog fouling, litter, pavement parking and branches and undergrowth overhanging public footpaths and highways etc.

As a result of this scrutiny the Cabinet Member confirmed the action(s) that will be taken, including the following:

- The Authority will seek to promote the estimated cost of fly tipping to the public
  - The fact that dog fouling can be disposed of in own black bags at home will be added to the website and include in future street cleansing campaigns
  - They will continue to publicise fly tipping prosecutions and highlight successes
  - Tender documentation for the current enforcement contract will be provided to the Working Group as this would provide the starting point for any replacement contract.
  - Cabinet Member will send a letter to the Post Office about dropping elastic bands on pavements
  - Cabinet Member is happy to consider any change of emphasis put forward by the Working Group i.e. to strengthen the enforcement of dog fouling, but would also ask for help in determining lower priority areas.
  - Informed by Cabinet Member that work is currently underway, with the assistance of legal colleagues, to develop a policy for the enforcement of verge and pavement parking. However it is a challenging objective and could take a number of months to refine before seeking member approval.
- Local Flood Risk Management Working Group (Apr 2019)

The Working Group, convened by Councillor Sam Pritchard (in Councillor Peter Jones' absence), met on 4 April. This was an additional meeting to receive an update on progress made on the recommendations from the Working Group's meeting on 8 October 2018.

As a result of this scrutiny the Cabinet Member confirmed the action that will be taken, including the following:

- Providing opportunity for Working Group members to visit the natural flood risk management site in Neath Port Talbot.
- Updating scrutiny on the Green Infrastructure project.
- Improving information available by providing general advice on the Council's website to minimize effects of flooding and to promote best practice and prevention.
- Co-ordinating with National Media e.g. Wales Online, so that live updates on flooding can be made available, in addition to



Council's own social media, particularly when incidents are out of usual working hours.

- Amending flooding advice pages to reflect that Swansea Council Advice is given priority.
- Commitment to providing scrutiny with a comprehensive annual update on progress with both the Sustainable Drainage and Flood Risk Management Plan.

NB – this topic is now covered by and will be subject of annual monitoring by the Natural Environment Performance Panel

Councillor Mark Child:

- Adult Services Performance Panel - there is regular contact / correspondence with the Cabinet Member to give scrutiny views following performance monitoring activities. Over the past year the Cabinet Member has been written to about the following:
  - Performance Monitoring (Dec 2018, Mar, Sep, Nov 2019)
  - Review of Charges (Dec 2018)
  - Wales Audit Office report on Accommodation for Additional Needs / Learning Disabilities (Dec 2018)
  - Social Care Practice Framework (Jan 2019)
  - Complaints Annual Report (Mar 2019)
  - Policy Commitments for Adult Services (Mar 2019)
  - Adult Services Improvement Plan and follow up on recommendations in WAO report on commissioning of accommodation services (May 2019)
  - Update on West Glamorgan Transformation Programme Arrangements (Sep 2019)
  - Review of Final Budget Outturn (Sep 2019)
  - Care Inspectorate Wales Local Performance Review and Letter (Sep 2019)
  - Outcomes of re-procurement process - domiciliary care and respite at home (Sep 2019)
  - Supported Living Developments and Procurement Practice and Assurance (Oct 2019)
  - Commissioning of Residential Care (Nov 2019)
  - Adult Services Transformation Programme (Nov 2019)
  - Telecare and community alarms commissioning review (Dec 2019)
  - Workforce Development Plan (Dec 2019)
  - Improving Performance Data (Dec 2019)
  - Carers Assessments (Jan 2020)
  - Local Area Coordination (Jan 2020)
- Scrutiny Programme Committee – Annual Corporate Safeguarding Report (Oct 2019)

## **5. Future Scrutiny**

- 5.1 The Committee should note that the Cabinet Members will be engaged in the following planned / future activity:

Councillor Mark Thomas:

- Natural Environment Performance Panel – Local Flood Risk Management

Councillor Mark Child:

- Adult Services Scrutiny Performance Panel – the Cabinet Member will continue to be involved as the Panel monitors and challenges relevant service delivery, policies and performance. Specific discussion is planned on:
  - Draft Budget proposals for Adult Services
  - West Glamorgan Transformation Programme (case studies)
  - Adult Services Complaints Annual Report 2018-19
  - Staff Sickness in Adult Services
  - Update on Transformation Programme

## **6. Other Questions**

- 6.1 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. It is up to the Committee how to deal with any suggested questions within the Session.

- 6.2 On this occasion, the Committee has been requested by a councillor not on the Committee to raise the following:

- Cycleways (for Cllr. Mark Thomas) - When will the cycle route from Grovesend and Pontarddulais be started?
- Parking Policy & Control (for Cllr. Mark Thomas) - Will the council be enforcing a policy to stop pavement parking throughout our communities as it is getting out of hand?

- 6.3 The following question has been submitted by a member of the public:

- Street Lighting: Fabian Way is a major road artery into the city and the first impression many visitors coming into the city from the east will get. Hopefully, with the redevelopment of the city the number of visitors will increase. The number of pedestrians and cyclists using the mandatory pavement/cycle path has also increased dramatically since the university campus was built. Sadly, there have also been a number of road traffic accidents on this road, some including fatalities. In a recent survey, I counted almost 60% of lights were not working and as well as creating a poor first impression for visitors I believe there is a significant safety issue for pedestrians, cyclists and drivers from this poor illumination.

Will you therefore please:

1. Investigate the number of inoperative street lights on Fabian Way between the junction with Crumlin Borrows and the junction with Wind Street?

2. Review the decision to switch off alternate "columns" on this stretch of road?

6.4 Public feedback on the scrutiny work programme last May included concerns about the following topics, which the Committee could raise with the relevant Cabinet Member:

- Fires on Kilvey Hill
- Beach / Cliff Incidents

## **7. Next Session**

7.1 The next scheduled Cabinet Member Question Session, on 9 March, is with the Cabinet Member for Investment, Regeneration & Tourism, Councillor Robert Francis-Davies. The Committee should identify specific questions / key themes, which it wishes to cover in this session. This can be discussed under Item 19 – Scrutiny Work Programme.

7.2 As usual, all scrutiny councillors and members of the public will be able to suggest questions.

## **8. Legal Implications**

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

## **9. Financial Implications**

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

**Background Papers:** None

### **Appendices:**

**Appendix 1:** Key Headlines: Environment & Infrastructure Management Portfolio

**Appendix 1a:** Previous Correspondence

**Appendix 2:** Key Headlines: Care, Health & Ageing Well

**Appendix 2a:** Previous Correspondence



## Report of the Cabinet Member for Environment and Infrastructure Management

Scrutiny Programme Committee – 10 February 2020

### Key Headlines: Cabinet Member for Environment and Infrastructure Management

**Purpose:** This report outlines notable activities and achievements in terms of ensuring the delivery of key priorities within the Environment and Infrastructure Management portfolio. It describes key activities within the portfolio and how they are implemented in line with the Well-being of Future Generations Act. The report also identifies objectives, key challenges and decisions which are anticipated for Cabinet over the next 12 months. It also sets out how activity is aligned with the Public Services Board.

**Report Author:** Suzy Richards

**Finance Officer:** Paul Roach

**Legal Officer:** Debbie Smith

**Equality Officer:** Rhian Millar

#### **For Information**

### **1.0 The Portfolio for Environment and Infrastructure Management**

1.1 Key responsibilities within the portfolio include;

- Coastal Defence, Marina, Foreshore & Beach Maintenance
- Cycleways
- Environmental Health
- Estates Maintenance Management (Non HRA)
- Fleet Renewal & Maintenance
- Fly Tipping Task Force

- Highways & Engineering
- Infrastructure Repairs & Maintenance
- Lead Elements of Sustainable Swansea
- Parking Policy & Control
- Parks & Cleansing
- Pothole Task Force
- Poverty Reduction
- Public Protection
- Public Transport
- Regional Collaborations for Transport, Highways & Waste
- Regional Transport Policy
- Streetscene
- Trading Standards
- Waste Management & Recycling

1.2 The Cabinet member provides strategic direction to departments delivering the services within the portfolio. The role is 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.

1.3 This report highlights the progress made and future areas of focus in relation to key priorities within the portfolio; Environment, Highways and Infrastructure, Transport and Public Protection and Services. The report also highlights other notable areas of achievement and focus for the longer term. In particular, the report highlights how the Well-being of Future Generations Act's sustainable development principle is applied throughout the service in terms of the five ways of working, (Prevention, Long term, Integration, Collaboration and Involvement) and maximising contribution to the seven national well-being goals.

1.4 This year again, services within the portfolio continue to work under severe budgetary pressures yet strive to deliver high quality services increasingly in line with the five ways of working. The Place directorate has been subject to significant budget cuts which are likely to continue in future years.

## **2.0 Environment**

### *2.1 Mumbles Coastal Defence*

2.1.1 Ground investigation studies to the promenade and foreshore, wave modelling and overtopping assessments have all been undertaken and reports concluded. The first Public Engagement Session was held via a drop in session on 26 November 2019. This proved very successful with in excess of 80 people attending. Feedback has been issued to some key stakeholders.

2.1.2 The appointment of design services to undertake detail design will be required, with a view to seeking planning approval mid-year. A key decision will involve both public and council acceptance of the final design for the project.

2.1.3 The project will provide a sustainable coastal defence in Mumbles by adapting to climate change and will explore opportunities for wider additional and community benefits.

### 2.2 *Marina*

2.2.1 The decision made to install a petrol facility was due to local boat brokers unable to sell petrol boats into Swansea Marina. Until now boat owners living locally were using other Marinas further afield with petrol availability. Petrol installation was completed in September 2019. This improvement will allow safer refuelling by existing boat owners, attract new customers and allow opportunities for local businesses. This facility will allow Swansea Marina to operate so local people can enjoy using the sea for recreational uses.

2.2.2 A Boatyard Tourer Park has been developed. This facility will allow visitors with Motor homes to park up at the Marina within close proximity to the City Centre.

Regular calls have been made to Parking services asking for safe places to park overnight when using the City Centre. This facility will help encourage local people and visitors to use their motor homes in a safe manner by parking in spacious bays within a secure parking compound. They will be able to enjoy the City Centre and foreshore within a safe environment.

### 2.3 *Foreshore and Beach Maintenance*

2.3.1 Improvements to sand dune management have been made at Swansea Bay. Options to minimise sand movement from the Bay to the Promenade and adjacent highways will be evaluated in 2020.

A consultative study determined options for improvement works at Port Eynon Bay including toilets, car park and wider foreshore areas. An action plan is developing.

2.3.2 The long term sustainability of the assets is key to ensuring that the use of the beaches and outdoors becomes the cultural norm, encouraging healthy and active lifestyles and prosperity.

2.3.3 Options are also being explored to determine appropriate means to deal with sand loss movement issues at Knab Rock causing problems for boat launching and will be evaluated in the near future.

## 2.4 *Environmental Health*

- 2.4.1 The Bathing Water Quality for Swansea Bay was 'Good' and analysis is underway for reporting against the new KPI for the Nature and Biodiversity Priority, linked to the prediction model and public message display.

The Pest Control service continues to deliver free visits to members of the public for bedbugs, cockroaches and rats. Chargeable services include treatment for mice, fleas, wasps etc. The team services 32 chargeable contracts (not including the schools) and maintains a chargeable 'Out of Hours' service. In addition, the team administers the 'All Swansea Schools' Pest Control Contracts

- 2.4.2 The 2019 Air Quality Progress Report has been submitted to and approved by Welsh Government. Collaborative working will continue to be important as Swansea Council continues to fulfil the role of Chair for the All Wales Pollution Expert Group and is an active member of the Welsh Air Quality Forum (WAQF) and Welsh Noise Regulators Group.
- 2.4.3 In April 2020, the draft Air Quality Action Plan (AQAP) will be released for public consultation. This will include interventions including carrying out research studies on air quality, noise and traffic flow to work towards achieving compliance with Welsh Government Policy guidance.
- 2.4.4 The Council continues to act as a co-investigator in a collaborative study with Swansea University and VortexIOT (Internet of Things) on an Innovate UK grant-awarded project looking at developing new low cost sensor technology to collect real-time localised City Centre-based air quality, traffic and parking data.
- 2.4.5 Moving forward the Council is supporting a separate Swansea University, Natural Environment Research Council (NERC) grant-funded application, as co-investigator, looking at collaborative networks and the Indoor/Outdoor interface. The dredging of the River Tawe will take place by the barrage in the marina to remove silt build-up. Ongoing work will continue on the automation of the Bathing Water Model.

## 2.5 *Parks (Maintenance and Operations) and Cleansing*

- 2.5.1 The Parks Operations Teams continue to provide ongoing maintenance of all parks, open spaces, green infrastructure and playgrounds. Six Green Flag Awards have been retained this year.
- 2.5.2 A cross cutting Ash Dieback Action Plan is in place and is being implemented.
- 2.5.3 Over the next year, the Council will be exploring options to increase biodiversity and tree cover. We will continue to implement the Ash Die back Action Plan in house as far as possible. Challenges include taking

on new green areas as part of the City Centre regeneration. Protecting and improving ecosystem services contributes to many of the national well-being goals and new requirements under the Environment Act.

### 2.6 *Streetscene*

2.6.1 Dog fouling enforcement training has been given to a number of frontline staff to discourage dog fouling and facilitate an improved response. Moving forward, plans are being considered to publicise the antisocial consequences of dog fouling.

2.6.2 The Cleansing Project Team and NEAT Teams continue to carry out effective deep cleans and improvement works while also contributing to social and cultural well-being goals.

2.6.3 Future aims include an ongoing review of the Cleansing Service to better targeting resources to build on the Project Team's deep cleaning type work. In line with the long- term and prevention principles, Cleansing Traineeships are due to be implemented.

### 2.7 *Fly tipping taskforce*

2.7.1 The taskforce provides a more responsive and targeted service to fly tipping. Existing activity has been supplemented with enforcement training given to a number of frontline staff to discourage fly tipping and facilitate an improved response.

2.7.2 In the next twelve months, the provision of training is to be extended to Coastal Housing staff. Increased collaboration is intended to deter fly tipping at Coastal Housing sites.

### 2.8 *Waste Management and Recycling*

2.8.1 Keeping Recyclables Out of Black Bags Initiative has now been fully implemented. Work to ensure a reduction in film and other contaminants of Plastic Recycling bags presented at the kerbside has been successfully completed.

Residual waste tonnages at the kerbside reduced by circa 15% which equates to about 3,000 tonnes less waste going to landfill every year, and after the first 6 months, we are predicting a full year recycling performance in excess of the new Welsh Government statutory target of 64%.

Collaborative work has focused on seeking long term recycling improvements and improving the circular economy potential. Swansea Council is working with Welsh Government across Wales on an Absorbent Hygiene Product (AHP) collection and recycling project.



2.8.2 The regional Long Term Food Waste Contract (including Bridgend) continues to work well and provide a very cost effective disposal option. The exploration of a Regional Energy from Waste Contract continues with Welsh Government support. A Market Feasibility Study has been completed, and an intermediate, or long term Energy from Waste solution is required by January 2022.

2.8.3 Moving forward the focus will be on increased the recycling of AHP and exploration of opportunities to recycle textiles.

### **3.0 Highways and Infrastructure**

#### *3.1 Infrastructure and Repairs*

3.1.1 The service has achieved an APSE nomination for best improver in highways maintenance for the second year running. Sustainability is key, demonstrated by the use of an All Wales asset management tool to ensure the whole life efficiency of schemes.

3.1.2 The PotHole Task Force repaired approximately 5,400 potholes in 2019. 99% of which took place within 48 hours of receiving a report from members of the public.

3.1.3 Moving forward plans include the publication of a 5 year maintenance programme of works for 2020 to 2025.

#### *3.2 LED Street Lighting*

3.2.1 Annual energy consumption for Street Lighting has decreased by 41% since the implementation of LEDs and dimming lanterns, between 2011/12 and 2017/18. This equates to an annual reduction of 2,169 tonnes of CO<sub>2</sub>. Had the LED Street lighting programme not been implemented, the annual cost for street lighting in 2017/18 would have been £1.201M whereas the actual cost was £715K. 90% of the lighting stock has been replaced with LED lanterns or energy reducing dimming gear.

3.2.2 Improvements include the installation of illumination level control lighting on the Kingsway project.

3.2.3 A detailed asset management plan of all the street lighting assets is currently being produced. This will enable long term funding needs to be identified and prioritised.

3.2.4 The major challenge with regard to Lighting is the deterioration of the assets. This is in two areas:

- Deterioration of the cable network resulting in an increasing number of underground faults; and

- Structural stability and consequent failures of columns and bracket arms.

A previous report is in the process of being updated which will define the current position and anticipated costs to replace failed columns and brackets.

3.2.5 When planning for the medium to long term some major issues are to be noted. There is a statutory duty to maintain a lighting network and the columns being structurally tested could result in an extensive requirement for replacements. Similarly the underground cable is old and in need of sectional replacement.

### 3.3 *Highways and Engineering*

3.3.1 Achievements include the delivery of works under the External Facilities programme for Housing. Completion of the present phase of funding is scheduled for December 2020. The project will improve the housing asset for Swansea residents.

### 3.4 *Cycleways*

3.4.1 Swansea Council has secured £5.5million for the provision of active travel infrastructure in 2019/20. Bids for 2020/21 will be prepared now for submission in Jan/Feb 2020. Cabinet approval will be required for any grant funding received.

3.4.2 The statutory duties of the Wellbeing of Future Generations Act are intrinsically linked to the work of the Active Travel (Wales) Act. The 'Integrated Network Map' operates on a 15 year timescale to increase the number of those travelling by active travel means for their daily needs for the benefit of generations to come.

## 4. **Transport**

### 4.1 *Public Transport*

4.1.1. The Quality Partnership Board with First Cymru meets quarterly to discuss bus network changes/ performance and proposals for improvement.

4.1.2 There has been increased use of Integrated Transport Unit in-house fleet to provide home to college transport for pupils with Additional Learning Needs.

4.1.3 The Council has supported Transport for Wales in the reissue of concessionary bus passes to all eligible people in Swansea (circa 65,000).

- 4.1.4 The Provision of upgraded bus shelters and electronic passenger information on main bus corridors and at bus interchanges has taken place.
- 4.1.5 Procurement and implementation of new contracts for all subsidised local bus services and a dynamic purchasing system for taxi services for Council clients has taken place and a new contract has been procured enabling park and ride bus services funded by the Council to be provided as part of the local bus network. More improvements to strategic bus corridors (LTF/LTNF funding).
- 4.1.6 In line with the involvement principle, ongoing dialogue is needed with commercial transport service providers to ensure that they have the opportunity to plan and provide services which meet the future needs of travellers particularly linked to the City Centre regeneration proposals.

### 4.2 *Regional Working*

- 4.2.1 Regional collaboration for transport is vital in shaping regional transport priorities and supporting the City Deal. Regional Heads of Service and Transport Planning Officers continue to meet monthly and fortnightly respectively.
- 4.2.2 The regional collaboration is intrinsically tied to the City Deal and Regional Transport Plan both of which operate on a multi-year programme. This means that objectives are aligned across organisations.
- 4.2.3 The regional transport arrangements will shortly be formalised with a transport sub group being established under the City Deal Board. The regional collaboration is intrinsically tied to the City Deal working and the Regional Transport Plan, both of which operate on a multi-year programme. This ensures a long term perspective to decision-making.
- 4.2.4 The Councils are being encouraged by Welsh Government to formalise its regional working with constituted governance. The region is being encouraged to work with Welsh Government and Transport for Wales to develop transport improvements.
- 4.2.5 A draft governance structure has been agreed with the Swansea Bay City Deal Board. This is expected to be formalised in the coming months following clarification regarding Corporate Joint Committees. A constituted transport forum is expected to be formalised in 2020.

### 4.3 *Parking*

- 4.3.1 Following the Scrutiny process winter tariffs have been amended in foreshore car parks to support local businesses.

4.3.2 Successful implementation of cashless parking technology, providing an additional, convenient method of payment whilst reducing reliance on cash payment with associated efficiencies in service. Cashless parking will in turn deter thefts from and damage to pay and display payment machines.

4.3.3 Moving forward, the provision of key Pay on foot parking system in Multi storey car parks and new Pay & display machines in all surface car parks to improve customer experience.

#### 4.4 *Fleet Renewal and Maintenance*

4.4.1 In the last year, 30 new vehicles delivered or ordered including 20 Social Services welfare buses to replace existing old vehicles. Workshop maintenance staff upskilling to enable statutory Lifting Operations and Lifting Equipment Regulations (LOLER) testing in house, increasing corporate resilience and vehicle maintenance viability. Workshops continued to provide high level of service despite structural issues with existing facility.

4.4.2 Plans include the relocation of the Central Transport Unit workshops and fleet facility to new premises in the Enterprise Park. Challenge of transitioning whilst remaining fully operational and not disrupting fleet users' daily support. Key decisions for Cabinet may include options on future service delivery models (and potentially T&Cs) with regard to in-house or externalised vehicle maintenance based on new facility's commercialisation approaches.

4.4.3 Fleet renewals continue to apply Green Fleet Policy principles in terms of most viable and environmentally friendly options for vehicle replacements. Lord Mayor's replacement civic car to be hybrid and further 40 fully electric and hybrid vehicles planned for 2020. Swansea was awarded the prestigious Public Sector Green Fleet of the Year Award (Medium to Large fleet category) as well as being finalists in the WhatVan! Green Fleet Award category.

### 5. **Public Protection and Services**

#### 5.1 *Trading Standards*

5.1.1 Tethered Horses – In 2015/16 the authority was asked to respond to a petition from an animal welfare pressure group around horses being tethered on Council land without permission. This matter was referred to Scrutiny and triggered a collaborative effort with a number of animal/horse welfare charity organisations and the Council. An Equine working group was set up with partner agencies and charities looking at the issues with horses within the County. This co-ordinated action achieved a reduction in tethered horses across the city, this situation continues to be under control and monitored.

- 5.1.2 There have been a number of successful high profile prosecutions relating to Food Standards, Allergens, unsafe counterfeit goods including cosmetics, tobacco and unsafe vehicles and Scams aimed particularly at the vulnerable residents of Swansea. This includes a prosecution against a call centre which lead to a total sentence for those convicted to over 12 ½ years custody.
- 5.1.3 Work continues on the initiative to reduce knife crime. This will include taking court action against retailers alleged to sell to under 18s. Through this work with both South Wales Police and the Home Office we have seen a decrease in the availability of knives in stores across the authority.
- 5.1.4 A significant amount of seizures have taken place over the last year targeted at illegal tobacco which is aimed at reducing its availability to both children and the vulnerable. This tobacco is continually found to be unsafe and these seizures allow the measure put in place by government to be more effective on the take up of tobacco use.
- 5.1.5 We have become the lead authority for advice to Welsh Government on the Protected Geographical Information scheme and we audit traders who wish to become part of that scheme.
- 5.1.6 Work is ongoing in preparation for the implementation and enforcement of the MUP (minimum unit price of alcohol) which is being introduced on the 2nd March 2020 and also the continued education and enforcement of food retailers in respect of accurate allergenic information being provided to consumers.
- 5.1.7 The service undertakes core preventative and compliance work to improve the surrounding environment for residents to lead healthier lives. The work it undertakes adds value to the ongoing improvement work of other agencies such as Natural Resource Wales, HSE, Welsh Government, etc.

## 5.2 *Food Safety*

- 5.2.1 The service has consistently achieved 100% of programmed inspection targets for high risk food premises and increased the number of inspections of lower risk food premises and new food businesses. The Food Hygiene Rating Scheme continues to be implemented. In addition, all reported cases of confirmed and suspected notifications of food related diseases have been investigated along with accident notifications where required. A number of successful prosecutions of food businesses for hygiene offences have taken place.

5.2.2 The service undertakes core preventative and compliance work to improve the surrounding environment for residents to lead healthier lives. The work it undertakes adds value to the ongoing improvement work of other agencies such as Natural Resource Wales, HSE, etc. together with raising awareness and working with local businesses and stakeholders.

5.2.3 Moving forward, existing standards will be maintained and the service is continuing to increase the number of inspections of lower risk food premises. All high risk new businesses are inspected within 28 days. The introduction of a paid business advice service for food hygiene is progressing and work is also being done to develop Primary Authority relationships with businesses operating in Swansea. The aim of the Primary Authority Scheme being to make the local regulation of businesses operating at multiple premises across the UK more consistent. The introduction of agile working has also allowed the team to improve ways of working and which has had a positive impact on the service delivery.

### 5.3 Registrars

5.3.1 The Registrar's service continues to make a valuable contribution to the well-being goals of the Authority particularly in terms of maximising a more equal Wales. A Wales of Cohesive Communities is supported by monthly citizenship ceremonies – with excellent feedback being received from participants.

5.3.2 In February 2019 the Registrar General introduced new fees in relation to birth, death, marriage and CP certificates to reflect the increased cost of certificate production since 2010 when certificate fees were last revised. The new fees also standardise charges for certificate priority services across England and Wales. At the time of registration, the certificate fee was increased from £4.00 to £11.00. Post registration, certificates are now £11.00 for non-priority service or £35.00 for priority. In Swansea they were previously £10 and £15.

5.3.3 On 26<sup>th</sup> March 2019, the Civil Partnerships, Marriages and Deaths (Registration etc.) Act 2019 was introduced. The Act makes provision about the registration of marriages and extends the eligibility of civil partnerships to opposite sex couples.

5.3.4 The regulations for opposite sex couples civil partnerships were made and approved in Parliament on 5<sup>th</sup> November and came in to force on 2<sup>nd</sup> December. From that date Registrars were able to take notices for civil partnerships for opposite sex couples with the first partnerships being formed on 31<sup>st</sup> December. Up to 6<sup>th</sup> January 2020 Swansea Register Office has attested 6 notices for opposite sex civil partnerships and seen 3 partnerships formed so far (2 on 31<sup>st</sup> Dec and 1 on 2<sup>nd</sup> Jan). The service continues to receive a number of enquiries from opposite sex couples who wish to form a civil partnership.

5.3.5 General Register Office was anticipating that the regulations for the Marriage Schedule System would be approved by the end of 2019 with Opposite Sex Civil Partnerships but this was been delayed due to the General Election. These regulations will bring about a change to the way that marriages are registered and will provide for the inclusion of mother's details on a marriage entry in addition to father's details. When introduced, marriages will no longer be registered in traditional registers. Instead couples will sign a 'schedule' document and the marriage registration entry will be held electronically on the RON system (national registration system).

5.3.6 2020 will also see the introduction of the Medical Examiners scheme. This will be rolled out throughout the year, firstly for hospital deaths and then deaths in the community. The ME scheme will see greater scrutiny of deaths and the surrounding documentation prior to registration.

### 5.4 *Bereavement Services*

5.4.1 As with Registrars above the introduction of the Medical Examiners scheme in England and Wales will also impact on the Bereavement service. This will mean deaths in the clinical setting (hospitals) are reportable directly to the medical examiner for scrutiny in the same way that deaths are reported to a coroner; the aim is to benefit bereaved families by giving a more transparent approach on causes of death. This will remove the need for a medical referee providing the second signature to authorise cremations as the medical examiner will be executing those duties.

5.4.2 Last year dog fouling across all cemetery locations was a particular problem. Efforts focused on educating the general public with more vigilance to identify offending dog owners. More meaningful signage has been erected at all locations to warn of the risk of prosecution if offenders do not keep their dogs on a lead and clean up after them.

5.4.3 The service is currently in the process of developing the Babies Garden and is aiming to officially open the same with a babies service in June. Audio and visual enhancements are also planned for the Crematorium in 2020.

5.4.4 Our second woodland burial site has recently been introduced at Kingsbridge Cemetery.

### 5.5 *Building Control*

5.5.1 The aftermath of the Grenfell tragedy continues to impact on the construction industry in general. Welsh Government is in the process of reviewing the Building Regulation system in Wales following Dame Judith Hackett's report. An expert group has been formed to assist in the development of this new system, Swansea Council has representation

on this group. The purpose of the export group is to assist the Welsh Government in developing proposed changes to Building Regulations and associated areas in Wales. The group will consider appropriate regulatory solutions aimed at supporting action to deliver the new building safety programme for Wales.

5.5.2 Earlier in 2019 the section received national recognition for becoming the first Authority in England and Wales to have all its Building Control officers qualified to the highest level of fire specialism in accordance with the LABC (Local Authority Building Control) qualification and QA standard.

5.5.3 Much resource for 2020 will be committed to the redevelopment of the City Centre.

5.5.4 The service continues to be self-financing whilst in competition with the private sector and commands 80% of the market share.

### **6.0 Links to the Public Services Board and Local Well-being Plan**

6.1 The overall priorities and work of this portfolio provide a significant contribution to supporting the objectives of the PSB Local Well-being Plan including helping to build stronger communities, by supporting people to live well/age well and to feel safe, etc. A good environment provides opportunities for the best start in life.

6.2 The work of parks, cleansing and streetscene alongside other partners and the community contributes to the Working with Nature objective. Work in transport and highways makes a significant contribution to reducing carbon emissions and improving sustainable procurement.

### **7.0 Legal, Financial and Equalities Implications**

7.1 There are no specific legal implications associated with this report.

7.2 There are no financial implications associated with this report.

7.3 There are no equalities implications associated with this report.



**To/  
Councillor Mark Thomas  
Cabinet Member for Environment &  
Infrastructure Management**

**BY EMAIL**

cc Cabinet Members

*Please ask for:  
Gofynnwch am:*

*Direct Line:  
Linell Uniongyrochol:*

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*Our Ref  
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Scrutiny

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SPC/2018-19/11

02 April 2019

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 11 February 2019. It is about the Natural Environment and Biodiversity, Waste Collection, Fly Tipping, Environmental Health, Highways & Infrastructure, Poverty Reduction, Burials & Cremations, Countryside Access, Marina, Foreshore and Beach Maintenance, Nuclear Waste Disposal and Houses in Multiple Occupation.

Dear Councillor Thomas,

### **Cabinet Member Question Session – 11 February**

Thank you for attending the Scrutiny Programme Committee on 11 February 2019 and answering questions on your work as Cabinet Member for Environment & Infrastructure Management.

We must acknowledge that you have been heavily engaged in scrutiny over the past year, including activities around Car Park Charges, Tethered Horses, Roads & Footway Maintenance, Local Flood Risk Management, Air & Noise Pollution, Environmental Enforcement, Natural Environment, and Recycling. This, however, should come as no surprise given you have one of the most public facing cabinet portfolios, and the future scrutiny work programme will no doubt continue to focus on such issues and other areas of responsibility.

We appreciate you providing a written paper in support of your appearance. The Q & A session gave us an opportunity to explore priorities and achievements in relation to your wide-ranging areas of responsibility.

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**  
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We are writing to you to reflect on what we learnt from the discussion, and share the views of the Committee, and highlight any outstanding issues / actions for your response. The main issues are summarised below:

### **Natural Environment and Biodiversity**

You referred to the Natural Environment Scrutiny Inquiry final report, which the Committee agreed for submission to Cabinet. We were pleased to hear that you were supportive of the findings of the inquiry and noted steps already taken, including the adoption by the Council of a new priority on maintaining and enhancing Swansea's natural resources and biodiversity, to support the Council's work and collaboration with partners. You reported that the adoption of a Section 6 (Environment Act) Biodiversity Duty Action Plan was planned with the establishment of a Section 6 Working Group and funding for a section 6 Biodiversity Officer was being considered. In addition, the adoption of a corporate tree strategy was planned along with a City Centre Green Infrastructure Strategy and development of a Green Infrastructure Planning tool.

The Inquiry Report was presented by Councillor Peter Jones to Cabinet on 21 March and we look forward to seeing the formal Cabinet response.

### **Waste Collection**

We asked about problems experienced this year, over the Christmas period, with regard to emptying of litter and dog bins. You responded that there had been staffing issues over the Christmas period which affected collections as household waste collections had been prioritised over this period. However you assured the Committee that lessons had been learnt and it was anticipated that the situation would not be repeated next Christmas.

The Committee felt there was a need for better communication with local councillors so that they are made aware of any disruption to waste collections in their area. Councillors would then be in a better position to respond to any queries from their constituents. You agreed to ensure that this is done in future.

You invited individual councillors to raise with you directly any issues in their areas regarding waste collections. We noted during discussion that collection crews have discovered that some dog owners are not depositing dog waste bags in the designated bin but on top of the bin or close to it. This resulted in others assuming a full bin and continuing to add to the pile of bags, which is unsightly as well as suggesting the Council has not been making collections. We understand that the recent Environmental Enforcement Scrutiny Working Group may have already suggested that you consider installation of sloping top bins.

## **Fly Tipping**

You were asked about efforts and range of measures to tackle fly tipping, particularly 'hot spots'. The cost of regularly clearing fly tipping 'hot spots' was remarked upon and members asked whether an amnesty type scheme could make any difference. You undertook to provide us your thoughts in writing about this issue.

## **Environmental Health**

We asked about the increase in the number of rats reported last year and whether this was a growing problem. You told us that it was linked to the unusually warm weather rather than any underlying issues. You added that there have been no cuts to the Pest Control workforce. Furthermore, you highlighted that we were still one of the few Authorities that did not charge local residents for this service, as you did not want to discourage reporting.

We recently questioned the Leader about the Council's Brexit preparedness and followed that up by asking you about the possible implications for your areas of responsibility. We were particularly interested in any impact on food standards and school meals. You confirmed that there would be no change to existing food safety checks and procedures in schools following Brexit.

Your written paper mentioned the collaborative study (with Swansea University and Vortex Internet of Things) on an Innovate UK government grant awarded project. The project will be looking at developing new low cost sensor technology, looking at collecting real-time localised City Centre based air quality, traffic and parking data. The Committee was concerned whether all privacy issues in relation to data collection had been considered in relation to the project. You talked about the benefits of the project but agreed to write to us on this.

## **Highways & Infrastructure**

Questions were asked about the policy / process for dropped kerbs. Whilst there may be good access within the City Centre, enabled by numerous dropped kerbs, you were asked about dropped kerbs in our communities. Members related their local experiences and feedback from residents. Given there is an ageing population we asked whether there were plans to increase the amount of dropped kerbs to improve access for mobility scooters etc. You stated that there was no budget for dropped kerbs and were dependent on specific need. We heard that where road and pavement renewal or resurfacing work was being carried out dropped kerbs would be installed at the same time where there was a known need, in order to reduce costs. You suggested that Councillors submit requests in any case so that the service had a better picture of needs within the community.

With an ageing population, we need to be planning easy access across the city for all. We felt that consideration should be given to the installation of dropped kerbs at the planning application stage for all new builds. The Committee would appreciate your view on this and whether this is something you could take action on.

### **Poverty Reduction**

We understood that all cabinet portfolios had reference to poverty reduction, and asked you to tell us about how your work, within the Environment & Infrastructure Management portfolio, was helping to effect this. You told the Committee that poverty reduction, and concern about the welfare of the poorer in society, was foremost in the Cabinet's thinking and cut across the work of the Council. You stated that regard to poverty reduction was made during budget setting, and guided decision-making over your areas of responsibility, particularly around possible charging for services.

### **Burials & Cremations**

We discussed the Burials & Cremations service, in particular the ability to accommodate for and respect different cultural wishes. You were proud of the quality of service provided by the Council to all communities. With reference to helping families with costs, you mentioned there were different options available. We commended the service and gave credit to the staff.

### **Countryside Access**

We understood you were responsible for the Countryside Access Team, which manages the public rights of way network of footpaths, bridleways and restricted byways, and works to promote, protect and improve the network for all residents and tourists. We asked whether any additional grants / funding could be explored in order to assist the small team. You were frank about the current budget pressures and service pressures, and difficulty increasing resources. You recognised that searching and applying for external funding sources was also reliant on available time and resources, but efforts would continue to ensure to source funding to improve the network.

### **Marina, Foreshore and Beach Maintenance**

Your reported that options will be explored to determine appropriate means to deal with sand loss movement issues at Knab Rock causing problems for boat launching, and will be evaluated. The Committee queried the reason for the sand loss movement issues which you undertook to respond to.

## **Nuclear Waste Disposal**

At the time of our meeting we learned, with some concern, of a public consultation event in Swansea about the possibility of nuclear waste storage potentially in Wales, and invited comment from you. We had felt that the consultation event, planned for 12 March ought to have Council representation. You had told us that the authority would be making a full response to the consultation in due course. Since our meeting the Council resolved at its meeting on 28 February to strongly oppose the proposal from Radioactive Waste Management to hold a consultation event in Swansea. We understand that the public consultation event was cancelled and was to be replaced with an online regional webinar, although it is not clear to us whether that has now happened.

## **Houses in Multiple Occupation**

A question had also been received from a member of the public in relation to the scale of the University expansion and its negative impact on local communities and families from HMOs. You noted the concerns and we understood that your portfolio responsibilities in respect of HMOs were limited to enforcement around environmental issues such as waste, noise, safety and non-compliance with licensing conditions by landlords / tenants. You stressed that Swansea was a welcoming city to students, and whilst the Council was aware of negative experiences by some local residents it was unfair to lay blame on all students. We will raise this issue with relevant Cabinet Member(s) who may be best placed to comment, including Councillors Robert Francis-Davies and David Hopkins who we will meet in May.

## **Your Response**

In your response we would welcome your comments on any of the issues raised in this letter. We would be grateful, however, if you could specifically refer to our request for you to:

- ensure better communication with local councillors about any disruption to waste collections;
- share thoughts about possible future efforts to tackle fly tipping, particularly 'hot spots';
- clarify whether all privacy issues in relation to data collection have been considered in relation to the project looking at collecting real-time localised City Centre based air quality, traffic and parking data;
- take action regarding dropped kerbs; and
- explain why there have been sand loss movement issues at Knab Rock, causing problems for boat launching.

Please provide the response to this and any other comments about our letter by 23 April. We will then include both letters in the agenda of the next available Committee meeting.

We will arrange to follow up on portfolio developments and invite you to a future Committee meeting in due course.

Yours sincerely,

Mary Jones

**COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

✉ [cllr.mary.jones@swansea.gov.uk](mailto:cllr.mary.jones@swansea.gov.uk)

**Councillor Mary Jones**  
**Chair – Scrutiny Programme Committee**

**BY EMAIL**

*Please ask for:* Councillor Mark Thomas  
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*Our Ref:* MT/KH  
*Your Ref:*  
*Date:* 18 April 2019

Dear Councillor Jones

Thank you for your letter dated 2 April 2018. I note your comments and respond to them in the order they were raised.

**Ensure better communication with local councillors about any disruption to waste collections**

Waste collections not being restricted by ward boundaries, and reasons for missed collections being extremely varied and often at short notice, make Member notification more difficult. Notwithstanding the difficulties, the Waste Collections Team will continue to endeavour to advise Ward Members when multiple streets or large areas have not been collected on their day.

**Share thoughts about possible future efforts to tackle fly tipping, particularly ‘hot spots’**

The Cleansing Teams and the dedicated Fly Tipping Team will continue to clear fly tipping as soon as practical, and visit hot spots on a regular basis, often clearing fly tipping before it has been reported. The Team will also assess for options to further discourage fly tipping at hot spots through signage, physical measures, or cameras where appropriate. Enforcement will also be used as a further deterrent, with success being publicised as much as possible.

**Clarify whether all privacy issues in relation to data collection have been considered in relation to the project looking at collecting real-time localised City Centre based air quality, traffic and parking data**

The PARSER project is a collaborative project looking to develop low-cost sensors to monitor air quality, traffic count and parking spaces in the urban environment. The Primary investigator is a company called VortexIoT and they successfully bid for a grant, via Innovate UK, to develop the sensor technology. Other collaborators include Swansea University, BT and ourselves; the intention is to develop/trial the sensors in the city centre which will enable the provision of real-time spatial air quality data and traffic flow that can be utilised in the future to look at exposure in the urban environment. The

project is due to commence soon with a trial of the current sensor at our Swansea Roadside Automatic Urban and Rural Network (AURN) monitoring station.

With regard to privacy, there are no cameras within the sensor being developed and the traffic data will be collected utilising acoustic sensors to help differentiate between vehicle type. This is new technology being developed and Swansea council will benefit from the collaboration.

#### **Take action regarding dropped kerbs**

New roads internal to developments are designed in accordance with the Council's Residential Design Guide, this seeks to provide balance between place making and movement functions of new streets, and focuses on ensuring safe and inclusive access for all users. This would include dropped kerbs at crossing points if necessary, but could also include plateaus at crossing points, to raise the carriageway (as opposed to dropping the footway), and flush surfaces where appropriate.

#### **Explain why there have been sand loss movement issues at Knab Rock, causing problems for boat launching**

Officers visited the site recently and the sand bar which was spoken about was not there. There is no guarantee that the removal of the large quantity of material which was discussed at the site meeting would solve the problem. The dynamics of this area would probably mean that the removed material would be replaced by other material from the area. It is known that since the construction of the Knab Rock structure the immediate shoreline area has been accreting.

Yours sincerely



**COUNCILLOR MARK THOMAS  
CABINET MEMBER FOR ENVIRONMENT & INFRASTRUCTURE MANAGEMENT**





## Report of the Cabinet Member for Care, Health and Ageing Well

Scrutiny Programme Committee – 10 February 2020

### Key Headlines: Cabinet Member for Care, Health and Ageing Well

**Purpose:** This report outlines notable activities and achievements in terms of ensuring the delivery of key priorities within the Care, Health and Ageing Well 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 is being used to achieve positive outcomes

**Report Author:** Suzy Richards

**Finance Officer:** Paul Roach

**Legal Officer:** Deb Smith

**Equality Officer:** Rhian Millar

#### **For Information**

## **1.0 The Portfolio for Care, Health and Ageing Well**

1.1 Key responsibilities within the portfolio include;

- Activities to Promote Independence & Ageing Well
- Adult Social Services Modernisation
- Assessment / Care Management
- Elderly Care
- Healthy City Partnership
- Integration of Health & Social Care
- Joint Equipment

- Lead Elements of Sustainable Swansea
- Leaders Representative on West Glamorgan RPB
- Learning Disability
- Local Area Coordination Implementation Lead
- Mental Health
- Physical & Sensory Impairments
- Poverty Reduction
- Safeguarding
- Supporting People
- Well-being

1.2 The Cabinet member provides strategic direction to departments delivering the services within the portfolio. The 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.

1.3 Social services continue to work under severe budgetary pressures due to austerity and an increasing numbers of people needing long term support due to an ageing populations with associated increased frailty. Whilst progress is constantly being made in efficiency, prevention and reablement, the savings made by achieving these improvements lags behind the impact of increasing pressures.

1.4 This report highlights the progress made and future areas of focus in relation to key priorities within the portfolio.

## **2.0 Promoting Independence & Ageing Well**

2.1 *Our Neighbourhood Approach* – This investment, funded via the West Glamorgan Transformation Fund is being made across the region ‘building community assets’ including exploring community based support and engagement.

This involves close working with third Sector and communities via Our Neighbourhood Approach development officers and Local Area Coordinators. Key outcome objectives include increased uptake in community based services, increased community engagement/volunteering/citizen led schemes and services, and a reduction in traditional long term managed care routes.

2.2 *Hospital to Home (H2H)* – This regional, integrated Transformation Programme promotes timely discharge from hospital to home and home-based assessment/reablement. This project went live on 10<sup>th</sup> December 2019.

This model is based on longstanding social care research undertaken by Professor John Bolton maintaining that a focus on reablement home-based support as the primary pathway of hospital discharge will reduce the need for ongoing domiciliary support and residential care. Assessment does not take place in a hospital bed and individuals tell their story once to a Home Navigator who can act on behalf of all agencies. The full assessment takes place once the person has returned home and is carried out by community specialists.

The service aims to facilitate same day discharge for patients and once home, ensures that community teams are responsive whilst making sure that citizens are getting the support which is tailored to their needs. The number of individuals supported through reablement following launch of H2H is up by 50% across the region with a higher proportion supported same day as identified medically fit.

Alongside H2H, there are plans to review the regional Optimum Model for Integrated Community Services to ensure that our services are designed to focus as much as possible on supporting people to remain independently at home for longer whilst preventing avoidable hospital admissions and expediting hospital discharges.

- 2.3 *Adult Services Improvement Programme* – work is being undertaken to effectively manage demand through the review and right sizing of all packages of care and ensuring effective flow through community services.

Reablement programmes are in place across internal services. An increased number of clients are passing through the reablement pathway from home or hospital and an increased number of people are leaving a period of reablement support with significantly reduced needs or independent of any support.

Phase 2 of the Residential Reablement Commissioning Review is being rolled out to embed the agreed model for internal services focussing on more complex needs, respite and reablement.

An Assistive Technology Strategy is in development to clarify the approach in Swansea to promote independence through the use of improving technology.

- 2.4 Over the next year the recruitment of all posts under Our Neighbourhood Approach funding will be completed – links across the model will be established and evaluation measures (local and regional) agreed.

The Hospital to Home programme, is expected to result in an increase in reablement pathway clients, a reduction in Delayed Transfers of Care and an increased number of clients classed as 'independent' following

intervention is anticipated. This will contribute to the sustainability of the model following the period of funding.

The Assistive Technology Strategy will require agreement and appropriate actions will be taken forward.

### **3.0 Ageing Well**

3.1 The Life Stages Team have been working closely with the Older Person's Commissioners Office and the Centre for Ageing and Dementia Research at Swansea University to ensure meaningful mechanisms for engagement of citizens 50+ within the "Live Well, Age Well Forum". Four Forums have already been held in relation to Digital Inclusion, Health & Wellbeing, Transport and Staying Safe.

3.2 A quarterly 'Ageing Well' newsletter provides information on forthcoming events, meetings etc. along with ideas based on the Five Ways to Well-being, e.g. local social groups, volunteer opportunities etc.

3.3 An Integrated Care Funded (ICF) West Glamorgan project is now in year 2. A collaborative digital storytelling project aims to bring together the young and older people of Swansea. This project creates an understanding of Dementia and explores issues around being young and old, helping people to learn from each other and celebrate those moments through finding and telling stories.

The pilot project ended with Pontarddulais Comprehensive School being awarded Dementia Friendly School status and being officially recognised by the Alzheimer's Society. It is the first School in Swansea to receive this award. The project has also been shortlisted for a Social Care Accolade.

3.4 Work continues to explore incorporating a rights based approach into staff inductions, on-going training, strategies and assessment tools etc. across adult services.

3.5 Moving forward, a fifth Live Well, Age Well Forum is planned for February 2020 in relation to Financial Inclusion and Employment.

A review of the Ageing Well Engagement Plan is to be carried out over the next few months, incorporating themes and aims from the soon-to-be published, refreshed Welsh Government Strategy for Older People in Wales and also the Older People's Commissioner for Wales' key priorities.

The Life Stages Team will continue to work with the Commissioner's Office to support on-going work and campaigns such as #EverydayAgeism etc. Web-site updates planned for the next few months in relation to Ageing Well.

As a result of the successful ICF pilot, 7 more Primary Schools and 2 Comprehensive Schools are now working towards Dementia Friendly School status with support from the Life Stages Team, Adult Services and our partners the Alzheimer's Society and People Speak Up (PSU). Bishopston Primary school is to submit its application this term and will also be awarded Dementia Friendly School status.

Dementia Friends training is planned for November and will include four pupils from Pontarddulais Comprehensive along with the Dementia Friendly School lead teachers/support staff of the 11 schools we are currently working with. A digital storytelling workshop delivered by PSU is also planned for November 2019.

### **4.0 Local Area Co-ordination (LAC)**

- 4.1 The Cabinet Member leads on Local Area Co-ordination. A further expansion of the team has taken place and maximisation of opportunities through funding streams including Our Neighbourhood Approach, a whole system review (GP Clusters) and ongoing partner contributions.

Five additional LAC areas have been recruited to – an implementation process is underway with new posts in place early in 2020. This will result in wider collaboration across social value models within the third sector and Health Board.

Outcome measures and performance reporting has been developed and expanded over recent months to offer additional information on the team's impact alongside a traditional case study approach.

### **5.0 Poverty Reduction**

- 5.1 The actions in the Tackling Poverty Strategy Delivery Plan continue to be delivered including family support, maximising skills outcomes, training and employment opportunities.
- 5.2 Progress is being made on the Swansea Poverty Truth Commission, the first in Wales. Partners are signed up and a delivery plan is being implemented.
- 5.3 Partners continue to actively work with us to Tackle Poverty through the Poverty Partnership Forum, Financial Inclusion Steering Group and new Coordinated Crisis Support Programme. Financial inclusion activity has included Fuel Poverty training and Discretionary Assistance Fund training for staff and partners.
- 5.4 Moving forward activities will continue to be measured quarterly, demonstrating the full impact that the Tackling Poverty Strategy is having upon poverty reduction. The continued development and implementation of the Poverty Truth Commission will take place.

The Coordinated Crisis Support Programme will be implemented, improving access to crisis support, simplifying support and addressing the underlying needs to prevent the recurrence of crisis.

### **6.0 Social Services Modernisation**

- 6.1 The Adult Services Programme and a focus on 'Doing What Matters' aligns all programmes of work against key objectives and outcomes for citizens. The benefit of structured and targeted support to deliver against the improvement programme has been evidenced through savings achieved and improvements made over last two years.
- 6.2 A communications strategy includes the roll out of co-productive practice across a number of projects including a commissioning review in relation to learning disability, mental health, physical disability and sensory impairment services, a domiciliary care commissioning review and direct payments review.
- 6.3 An outcome focused model has been embedded into practice through the roll out of Collaborative Communications training and practice. A Practice Framework to upskill social care staff in adopting practice has been rolled out; this encourages staff to be more outcome-focussed on what matters to the person and encourages positive risk taking in a safe and supportive environment to maximise independence.
- 6.4 The Social Work team structure is being reviewed to ensure that it supports the new approach to Practice, as well as the focus on Hospital to Home and key priorities such as safeguarding, Deprivation of Liberty Safeguards (DoLS) and reviews.
- 6.5 Improvements in digital practice include the use of Sharepoint, Skype, WCCIS and mobile technology. Significant progress has been made which when fully embedded will enable closer working across internal and partner organisations (specifically Swansea Bay University Health Board). The Sharepoint database SIGNAL will provide an integrated view of clients as part of the Hospital to Home programme.
- 6.6 The next year will see the implementation of revised team structures across Adult Services. In addition, the implementation of shared systems /WCCIS will be in place during 2020. The successful roll out of Sharepoint will involve active engagement and use for projects including Hospital to Home.

### **7.0 Assessment /Care Management**

- 7.1 A strengths based approach is moving towards the increased use of wider resources/community and own networks to achieve goals. The restructure of social work teams will create the required 'space' to facilitate a collaborative approach to assessment and review. Timely interventions are still an issue but the revised team structures aims to create more specialist and standalone teams to manage this issue going forward and embed a consistent approach to assessments and ongoing interventions.
- 7.2 Hospital to Home and the new approach to assessment will wherever possible focus on short-term interventions with a view to re-abling people to regain skills and independence wherever possible and minimise or delay the need for long-term support. By doing this, there is an overall aim to reduce the direct referrals to long-term residential care.
- 7.3 In addition to the above, work continues in collaboration with the Health Board surrounding ensuring that those who are eligible for Continuing Healthcare funding are able to access it and there is the appropriate funding split between the Local Authority and the Health Board.
- 7.4 Moving forward an increased number of initial/review assessments will be completed and more timely interventions conducted to check against personal outcomes and progress against goals. There will be a greater focus on regaining independence and access to tools/services for individuals. There will be a reduction in direct referrals to long term residential care.

### **8.0 Elderly Care**

- 8.1 Older people (65+) are the target cohort for the Hospital to Home programme. The intermediate care optimal model which has driven the development of community services over the last few years and included the development of the integrated Common Access Point and Acute Clinical Response Service, which allows for health interventions to be undertaken at home, is due to be reviewed alongside Hospital to Home to ensure that our community services are fit for purpose going forward.
- 8.2 The Residential Care and Day Services Commissioning Reviews are now into Phase 2 and our internal model is being shaped to focus on more complex needs, respite and reablement.
- 8.3 There is increased support and training around dementia across a number of services – This includes a training programme with all teams, the Dementia Support Team (SBUHB) which is part of the Multi-Disciplinary Team at the 'front door' (common access point) as well as a Community Psychiatric Nurse who after a 12 months successful pilot (via ICF money) is to continue to be funded through SBUHB. This will offer a

joined up approach alongside social workers and therapists within the Multi-Disciplinary Team and support Access and Information Assistants with general information and sign posting.

- 8.4 The next year will see the successful implementation of the Hospital to Home programme across key sites in Swansea, an increase in the number of reablement referrals and an increased number leaving intervention independent of care. There will be a review and co-ordination of opportunities around ICF for older people with a specific focus on reviewing the existing intermediate care model and Hospital to Home.

### **9.0 Learning Disability**

- 9.1 A Learning Disability (Mental Health, Physical Disability and Sensory Impairment) Commissioning Review is underway.

- 9.2 A new contractual Framework for Learning Disability (LD) and Young Adults with Physical Disabilities (YAPD) Supported Living services has been created. The new arrangements involved creating 16 geographical zones, requiring providers to bid for individual zones, and limiting the number of zones which providers could tender for so that services are distributed more evenly. This created operational efficiencies for each provider because of proximity of staff to settings across multiple providers. The new model provides a more resilient market place due to a greater mix of providers and alleviates risks associated with individual provider failure.

- 9.3 The re-commissioning of these services via the framework commenced in January 2019. Procurement has been split into 4 tranches. Tranche 1 and 2 has been successfully completed with transition to the new contracts currently ongoing. Tranche 3 is now underway and the whole re-procurement of LD / YAPD Supported Living services under the new framework is scheduled to be complete by June 2020.

- 9.4 This will be followed by the further roll out of LD Supported living reviews, residential reviews for complex clients and Supporting People provision.

### **10.0 Physical and Sensory Impairments**

- 10.1 The Commissioning Review of Day Services and Sensory Impairment Services is ongoing. The majority of these services are provided by Swansea Council and a review of these arrangements potentially offers an opportunity for significant change particularly in relation to Learning Disability Day Services given the large volume of internal provision currently provided when compared to other Local Authorities across Wales. The potential for more significant change in this area may mean more detailed co-production and stakeholder engagement is required than for other aspects of this Commissioning Review which may have an impact on timescales. Ty Cila and Alexandra Road Respite have



successfully applied these principles working with young adults with learning disabilities. At the end of last year, Alexandra Road respite was successfully relocated to the Ty Cila site; this change has led to significant efficiency from an operational running perspective as well as benefits for those that stay with us.

- 10.2 The Residential Care Options Appraisal has been completed for all services encompassed in the commissioning review and report outlining options for the way forward will be considered shortly. The Day Opportunities Options Appraisal will then be progressed, followed by the Specialist Domiciliary Care / Floating Support Options Appraisal. Once all reports are complete with a preferred option signed off, the implementation phase will begin (likely from summer 2020, sign off permitting).

### **11.0 Mental Health**

- 11.1 As part of the Commissioning Review, the Mental Health Supported Living service assessment, co-production activities and options were pulled together into an Options Appraisal report presented to CMT on 6th June 2019.

In June 2019, the Commissioning Review process for residential care services commenced. The service assessment and co-production stages are underway and a draft Gateway 2 options paper was presented to the Commissioning Review Board at the end of October 2019.

ICF money has been secured for development of the Crest Recovery College, which is supporting individuals with lived experience of mental health difficulties to live the life they want to lead and become experts in their own self-care. An educational approach is being used to improve health and to compliment care and treatment already offered by Swansea Council and Swansea Bay University Health Board. The college offers strengths based courses designed to contribute towards wellbeing and enable hope, control and opportunity. All courses are co-produced and co-delivered by people with lived experience of mental health difficulties and mental health professionals, providing a shared learning environment where those with lived experience and those who provide their support and NHS staff can learn together.

Transforming Mental Health Services Programme is a key programme in West Glamorgan Partnership. The Programme provides a clear direction of travel for enhancing the availability of services across health and social care that meet the needs of a wide range of individuals. The overall principles within Together For Mental Health and the National Strategy for Dementia lay the foundation for new models of service to be developed to deliver a range of services which will be available to everyone experiencing mental health problems, irrespective of the

severity, aimed at prevention and earlier intervention. There are 7 key workstreams including:

- Wellbeing & Prevention
- Modernising Day Services
- Responding to Urgent Needs
- Addressing Health Inequalities
- CMHTs & Cluster Based Services
- Adult Acute Assessment Re-provision
- Developing Range of Specialist recovery Services

### **12.0 Supporting People**

12.1 The proposal to implement the Housing Support Grant in 2020/21 will bring 3 grants together (Supporting People, Rent Smart Wales and the Homelessness Prevention Grant) to achieve more strategic planning and increased flexibility between these programmes.

12.2 Moving forward the Council will continue implementation of the grant in line with Welsh Government Grant Conditions and Practice Guidance (public consultation closed on 29th November). The creation of a Housing Support Strategy is planned, which incorporates the statutory requirement to produce a Homelessness Strategy and delivery plan for both statutory provision and non-statutory provision. This also includes commissioning plans for use of the new Housing Support Grant, creating one 4 year strategy document and delivery plan with annual updates and a 2 year mid-point review by April 2021.

### **13.0 Integration of Health and Social Care**

13.1 Cllr Mark Child acts as the Leader's representative on the West Glamorgan Regional Partnership Board (RPB). The withdrawal of Bridgend from the partnership has presented an opportunity to restructure and reform resulting in a simpler and more effective programme. Significantly housing organisations have now been included in the RPB in order to achieve a more integrated approach.

13.2 Adult Services has an integrated Senior Management structure with the Health Board which allows us to align our work effectively to deliver the requirements of the Transformation Board programme. There are a number of Section 33 legal agreements in place relating to working arrangements across integrated services, pooled fund arrangements and the Community Equipment Store.

Specific programmes include the Hospital to Home and Our Neighbourhood Approach regional programme linked to the whole system approach Transformation programme. The Integrated Care Fund planning and spend demonstrate integrated working as does the, Dementia action plan and winter planning funding allocation.

There will be further development of integrated working and information sharing across hospital and community based support with local authority community teams. This will be supported through the ongoing shared programmes.

The Commissioning for Complex Needs Programme continues to transform the “practice to commissioning” across the West Glamorgan region. It aims to commission high quality health and social care services that are proportionate to need and ensure best value. This pioneering Programme supports service users to identify and achieve their own personal well-being goals, embodying the essence of the Social Services and Well-being (Wales) Act’s principles around person-centred service provision and offering “greater voice and control” to individuals.

- 13.3 A Joint Equipment review of current contributions across partners has resulted in a revised S33 being produced and agreed. Improved practice across provision has been achieved through review of current processes and systems.

Investment in the model to support growing demands, community based care, a reablement focus, and decrease in Delayed Transfers of Care has been funded through ICF and Transformation funding to source additional equipment and delivery.

### **14.0 Corporate Safeguarding**

- 14.1 Under the revised Cabinet Member portfolios, Cllr Mark Child, Cabinet Member - Care, Health & Ageing Well retains a clear lead safeguarding role.
- 14.2 The Safeguarding (now People) PDC was tasked to update the Corporate Safeguarding policy as part of their work programme. The Revised Corporate Safeguarding policy is now published on the Council’s staff intranet safeguarding page and has an introduction by Cllr. Mark Child.
- 14.3 A Corporate Safeguarding group has been in operation for some time, and meetings are jointly chaired by David Howes, Director of Social Services / Cllr Mark Child to oversee the implementation of Safeguarding policy. All elected members receive training on safeguarding and child protection issues. An increasing number of staff across the authority have received training in safeguarding, this includes all new staff who receive safeguarding training as part of their induction training.
- 14.4 Cllr Mark Child presents an annual corporate safeguarding report to Scrutiny Programme Committee (and has done for several years most recently October 2019). The report summarises all notable activities and

achievements, and improvement, and it contains some performance measures drawn from the annual corporate performance management report. A follow up review of Corporate Safeguarding arrangement carried out by Wales Audit Office in September 2019.

- 14.5 An analysis of the most recent staff survey results was considered by Corporate Safeguarding group (May 2019), the Corporate Safeguarding group is to repeat action/apply new ways of ensuring all staff have awareness of the lead safeguarding role/ Cabinet Member. They will also implement any further improvements arising out of the Wales Audit Office follow up review of Corporate Safeguarding- children in Swansea.

### **15.0 Healthy Cities**

- 15.1 In September 2019, Swansea Council committed to apply for World Health Organisation Healthy City designation in order to continue as a Network member during Phase VII: The Copenhagen Consensus of Mayors. Swansea Bay University Health Board have also made a similar commitment.

Healthy Cities provides active leadership in implementing WHO strategies at urban and local levels and opportunities for collaboration and learning which create the preconditions for healthier living.

- 15.2 There are three overarching goals for Phase VII;
- Goal 1 – Fostering health and well-being for all and reducing health inequities
  - Goal 2 – Leading by example nationally, regionally and globally
  - Goal 3 – Supporting implementation WHO strategic priorities.
- 15.3 A core group of public services will aim to ensure that the Healthy City programme and resources available via the World Health Organisation are embedded in work undertaken by the Public Services Board.

### **16.0 The Well-being of Future Generations Act**

- 16.1 The sustainable development principle's five ways of working underpin how the portfolio operates in order to maximise contribution to the national well-being goals.
- 16.2 *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 individuals, families and communities more resilient, reducing the demand for Council services, lowering costs and achieving better outcomes.

- 16.3 *Involvement* – Co-productive and participative approaches are increasingly important. The principle is demonstrated as integral to the operation of services such as Local Area Coordination where community members continue to coproduce Local Area Coordination recruitment. Putting the individual at the centre of all services by listening to what the individual wants is key to effective involvement.
- 16.4 *Long term* – Understanding future challenges is key as demand increases due to population change reflecting a growing, ageing, more diverse Swansea. The current demand for Adult Services is not sustainable. Demand management has therefore become critical and is a core theme of Adult Services transformation.
- 16.5 *Integration* – A number of joint approach projects have been developed between Adult Services and Child and Family. In addition, closer regional and multi-agency planning and coordination is taking place via West Glamorgan RPB and Swansea PSB.
- 16.6 *Collaboration* – This common denominator underpins the portfolio's services. In particular collaborative funding bids are increasingly common. Joint working is increasingly a factor in social care through West Glamorgan RPB, Swansea PSB and separate one to one arrangements often with the third sector.

### **17.0 Links to the Public Services Board (PSB) and Local Well-being Plan**

- 17.1 The Cabinet member sits on both the Swansea PSB Partnership Forum and West Glamorgan Regional Partnership Board (RPB). This has proved useful in improving integration and collaboration between the partnerships. Closer links are currently being forged between Swansea PSB and the RPB in line with Welsh Government encouragement.
- 17.2 Following a recent review of PSB governance, the Council is now responsible for coordinating work under the 'Live Well, Age Well' Objective. This Objective Delivery Group is chaired by Cllr Child.
- 17.3 Work within the Care, Health and Well-being portfolio is critical to the delivery of Swansea's Local Well-being Plan. In particular, the 'Live Well, Age Well' objective takes a whole life approach to ageing well and aims to help people to plan and live well in order to age well.

### **18.0 Lead Elements of Sustainable Swansea**

- 18.1 Sustainable Swansea is particularly relevant to this portfolio given challenging demographic led changes in demand and the need to implement transformation as a way to sustainably manage demand. An effective, accessible front door to care and health services, is seen as a vital part of Sustainable Swansea.

**19.0 Equality Implications**

19.1 There are no specific legal implications associated with this report.

**20.0 Legal Implications**

20.1 There are no specific legal implications associated with this report.

**21.0 Financial Implications**

21.1 There are no specific legal implications associated with this report.



**To/  
Councillor Mark Child  
Cabinet Member for Care, Health &  
Ageing Well**

**BY EMAIL**

cc Cabinet Members

*Please ask for:  
Gofynnwch am:*

*Direct Line:  
Linell Uniongyrochol:*

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Scrutiny

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SPC/2018-19/8

17 January 2019

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member following the meeting of the Committee on 10 December 2018. It is about Western Bay Health & Social Care Programme, the Public Services Board, Funding for Health & Social Care, and Local Area Coordination.

Dear Councillor Child,

### **Cabinet Member Question Session – 10 December**

Thank you for attending the Scrutiny Programme Committee on 10 December 2018 and answering questions on your work as Cabinet Member for Care, Health & Ageing Well.

We appreciate you providing a written paper in support of your appearance. The Q & A session gave us an opportunity to explore priorities and achievement in relation to your areas of responsibility.

You highlighted key priorities within your portfolio, referring to the importance of prevention and early intervention, modernisation and integrated working, as well as dealing with the pressures arising from austerity and increasing demand for the service. You reported that whilst progress is constantly being made in efficiency, prevention and reablement, the savings made by achieving these improvements lags behind the impact of increasing pressures.

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**  
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I dderbyn yr wybodaeth hon mewn fformat arall neu yn Gymraeg, cysylltwch â'r person uchod  
To receive this information in alternative format, or in Welsh please contact the above

We acknowledged that Adult Services is the focus of one of our Scrutiny Performance Panels and therefore your work is subject to close scrutiny. We are aware of your ongoing engagement with that Panel. As such we focussed on a small number of issues at the Committee.

We are writing to you to reflect on what we learnt from the discussion, share the views of the Committee, and, where necessary, raise any outstanding issues / actions for your response. The main issues discussed are summarised below:

### **Western Bay Health & Social Care Programme**

Questions had been received by the Committee in advance of the meeting from a member of the public in relation to the Western Bay regional Health & Social Care Programme. You are the Council's lead councillor and member of the Programme's Board. We noted from your written paper the various work being carried out, including specific projects to improve integration between health and social care, and multi-agency working. We also noted that the Programme will work with partners to ensure that services are not affected as a result of the boundary change for the Partnership with Bridgend County Borough Council moving to the Cwm Taf Partnership.

The questions from the member of public focussed on the availability of the minutes and agendas for the Western Bay Regional Partnership Board as well as knowledge, accessibility and transparency of the work being undertaken and allowing for greater public engagement. You undertook to provide a written response to the questions received, and we are happy to see that you have already done so.

### **Relationship with the Public Services Board**

On the subject of multi-agency working we asked you about your role and involvement in the work of the Swansea Public Service Board (PSB) and whether it is adding value to areas of your cabinet portfolio. We heard that you sit on Swansea PSB's Partnership Group. You reported that closer links are currently being forged between the PSB and Western Bay, and that current governance reviews of both Western Bay and Swansea PSB will explore the relationship further.

You explained how the work within your portfolio was critical to the delivery of the PSB's Well-being Plan. In particular, the 'Live Well, Age Well' objective takes a whole life approach to ageing well and aims to help people to plan and live well in order to age well, and the 'Stronger Communities' objective is supported by approaches such as Local Area Coordination.



You told us that:

- Ageing Well takes a partnership approach across all its work.
- The Making Every Contact Count pilot has been developed and delivered by public and voluntary sector partners in Swansea. You felt that credit for progress can be attributed to the PSB.
- All public services in Swansea have been promoting the Dementia Friends approach and working towards being dementia friendly.

You felt that greater collaboration between public service partners, backed by the Well-being of Future Generations Act, was a help to tackling the issues under your responsibility as well as wider well-being goals, and commented positively about the engagement of partners to the priorities. However, you acknowledged some difficulties for partners where there are differences in regional footprints, and ideally the same regional footprints for public services would be more effective to improving integrated working.

### **Funding for Health & Social Care**

We discussed the Welsh Government's funding of Social Services and the Health Service and whether there was a fair balance / distribution of funding between the two.

You stated that whilst seamless working between health and social care was a Welsh Government objective, the balance of funding has not been right in recent years. The cuts in funding for councils, in real terms, have put pressure on the social services budget, whilst health services have seen an increase in funding. We heard that considerable pressure has been put on Welsh Government by local government to redress the balance. We noted that Welsh Government have acknowledged this and that you were positive about the situation improving.

One particular concern that the Committee had was about resources to promote and support independent living. Your paper stated that Welsh Government will implement a super grant in 2019/20 which will bring several grants together and enable increased flexibility. We wanted to know whether you were satisfied about the resources available to support independent living. You highlighted that success in supporting people should in the long-term mean reduced need for resources.

### **Local Area Coordination**

Following up on previous discussion with you we discussed progress with Local Area Coordination.

It was disappointing that the Mid & West Wales Fire & Rescue Service have withdrawn a secondment for the Local Area Coordinator, which covered Gowerton, Loughor and Penllergaer areas, a year early. However, you stated

that it remains the ambition to expand Local Area Coordination provision to all in Swansea. You reported that this approach was expanding, with funding in place for Coordinators secured from sources including Pobl and ABMU Health Board, using Welsh Government's Transformation Fund. We heard that this investment has enabled two new posts in the Llansamlet and Blaenymaes / Portmead areas and a new recruitment process had been used for their appointment. We asked about the involvement of local councillors in this process.

With regard to the loss of the Local Area Coordinator in the north west of Swansea you expressed regret at the situation particularly at the timing because of the amount of effort it takes to develop local knowledge and build up relationships. You assured the Committee that this gap will be filled as soon as funding is secured.

We asked you about the benefits, effectiveness and value for money of the Local Area Coordination approach. Whilst not a panacea for everything, you talked about support for Local Area Coordination from partners and the wider benefits to increasing independence and community resilience, and reducing demand for services. You welcomed councillors contacting you about the scope of Local Area Coordination should they have ideas about possible ways in which Local Area Coordinators could help local communities.

We noted that ongoing work includes the development of a performance framework to demonstrate return on investment from Local Area Coordination. You also reported that it was hoped a pilot area, focusing on Blaenymaes, will ensure effective performance and reporting mechanisms are developed. You referred to positive reviews of Local Area Coordination in Swansea, as well as powerful individual stories showing how this approach is making a difference. We heard that other Councils have begun to express interest in the work going on in Swansea. You also referred to the examples in other areas of the UK providing good evidence of what is considered a proven method of return on social investment.

We asked you to share with us the evidence which shows the impact / outcomes of Local Area Coordination specifically for Swansea, and financial impact in terms of reducing demand / costs for Social Services.

### **Your Response**

In your response we would welcome your comments on any of the issues raised in this letter. We would be grateful, however, if you could specifically refer to our request for you to provide copy of evidence / links to studies regarding the effectiveness of Local Area Coordination.

Please provide the response to this and any other comments about our letter by 7 February. We will then include both letters in the agenda of the next available Committee meeting.

We will arrange to follow up on portfolio developments and invite you to a future Committee meeting in due course.

Yours sincerely,

Mary Jones

**COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

✉ [cllr.mary.jones@swansea.gov.uk](mailto:cllr.mary.jones@swansea.gov.uk)

Councillor Mary Jones  
Chair – Scrutiny Programme Committee

**BY MAIL**

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*Direct Line:* 01792 63 7441  
*E-Mail:* [cllr.mark.child@swansea.gov.uk](mailto:cllr.mark.child@swansea.gov.uk)  
*Our Ref:* MC/KH  
*Your Ref:*  
*Date:* 6 February 2019

Dear Councillor Jones

Thank you for your letter dated 17 January 2019 relating to the Scrutiny Programme Committee held on the 10 December 2018. I respond as follows:

## **Local Area Coordination**

### **Background**

The Swansea Local Area Coordination team was established in June 2015 with three co-ordinators and has developed to a team of eleven, the most recent growth being in the last year when the team grew from 5 to 11. Eight of the Coordinators are funded through Adult Services, one by Swansea University, one through the Cwm Tawe GP cluster transformation bid, and one by Pobl Housing.

The co-ordinators use a strength based preventative approach to work with individuals and communities in specific population areas where they can know the community and can become known.

The Local Area Coordination approach is not a service, and cannot be measured in terms of predetermined service outputs. Each person the coordinator works with is different, is facing different challenges and has different concepts of the 'good life' they would like to achieve. The Co-ordinator walks alongside the person, encouraging and enabling them to use their own strengths and abilities to become more confident, connected and healthy.

There are several ways in which the effectiveness of the Local Area Coordination team can be evidenced; Academic Evaluation, Database reports, and stories from individuals.

### **Academic Evaluation**

A formative academic evaluation was carried out by the Institute of Life Sciences at Swansea University, and published in 2016.

The evaluation indicated that:

In line with findings from previous studies, Local Area Coordination is tackling a broad range of social and personal issues.

The cost per supported individual was on average £980, though trending to circa £600 per individual as set-up costs are absorbed into portfolios reaching steady state.

There are high levels of complexity within the portfolio, with positive outcomes as outlined above, indicating that Coordinators are adding value across a range of public service pressures.

Local Area Coordination implementation involved costs of circa £400k (in Swansea and NPT) with benefits in the range of £800k-£1.2m. This represents a benefit/cost ratio of between 2:1 and 3:1 using the core range assumptions, whilst continuing to provide return even under the most conservative parameters.

Sustained LAC activity for the implementation sites alone would see the benefit/cost ratio improve further, rising to between 3:1 and 4:1 with a net return of £1.2m-£1.8m. There would be further benefit with the economies of scale and operational synergies that could be achieved with wider rollout of the approach.

The findings from the formative evaluation of Local Area Coordination in Swansea support research evidence from other UK (and Western Australia) Local Area Coordination sites. People report feeling better connected, less isolated and more hopeful for the future, there are avoided calls upon Social Worker support, fewer unnecessary visits to GPs and fewer calls upon mental health services. Further examples of national evaluations can be found here: [www.lacnetwork.org/local-area-coordination/evidence-base](http://www.lacnetwork.org/local-area-coordination/evidence-base).

Now that the Local Area Coordination team in Swansea has been established for 3.5 years and has grown to 11 co-ordinators a further summative evaluation would now be useful to measure the continuing effectiveness of the programme.

### **Database**

The Local Area Coordination team currently use an in-house database which has very limited reporting functionality. A new database that would provide better reports was designed by the in house software team, together with the Local Area Coordination team in mid 2017 but has yet to be given any development time.

The Local Area Coordination manager is now liaising with other colleagues around the national network to identify a recording and reporting tool that will allow easy analysis of such stats as; reduced and prevented service use, improved health status, lower isolation, improved confidence, greater contribution to community. In addition the tool will provide a 'distance travelled' measurement for a handful of key individual outcomes.

### **SSWBA Outcomes**

One of the few outcomes that are recorded in the current database are from the Social Services and Wellbeing Act (SSWBA). Not all the people in contact with a co-ordinator are in a position to report a change in these outcomes (for example they may have been recently introduced to the co-ordinator).

Of the people on the database who were able to report a change, increases were reported in the following;

|                                                                        |     |
|------------------------------------------------------------------------|-----|
| Confidence- Increased confidence in future                             | 44% |
| Connected- feeling more engaged in their communities                   | 30% |
| Contribution- feeling more able to share gifts & skills with community | 12% |
| Control – feeling in more control of their lives                       | 25% |
| H&W – in more control of health and wellbeing                          | 25% |
| Information- better informed and able to make decisions                | 70% |
| Improved Relationships – increased social networks                     | 22% |
| Local Knowledge – feel more informed about their local community       | 57% |

The database is not able to produce reports across outcomes or show how many people had more than one increased outcome but these changes do reflect a positive increase in a variety of outcomes.

### **Cost avoidance**

The calculation of the costs avoided through Local Area Coordination involvement is not straightforward as it involves assumptions about the lives of individuals had they had not experienced Local Area Coordination involvement. Some cost avoidance calculations were made for the University evaluation and there are ongoing discussions, again at a national network level, to find a tool that will be able to show this accurately.

### **Stories**

Stories of real people whose lives have been impacted positively by the involvement of a coordinator in their life provides key qualitative evidence. There are many stories recorded by the LAC team. An example is reproduced below:

#### **Alice's Story**

Alice was introduced to Fiona, the Local Area Coordinator by a member of the community and distant neighbour. Alice had first come to Swansea from Devon to study at Swansea University. She is a 25 year old who is bright and articulate, however, she has reached a crisis point in her life following an abusive relationship with a man who was addicted to alcohol and drugs. She was a sex worker, advertising online and said she was introduced to this work by her boyfriend. Alice presented as an intelligent and sensitive lady who explained she felt alone, lonely and ashamed.

She was easy to talk with and happily provided an account of her life to date: she had spent a considerable amount of her young life in foster care and from the age of 14 years until University was placed with wonderful foster carers in Devon with whom she had regular telephone and skype contact. Because of the situation she found herself in, she had not returned to the home or visited them for four years and had not allowed the foster parents to visit her in Swansea. Alice said 'I'm lost and have entered a world where morals and feelings are shelved'. She wanted like to discontinue her sex work, however was unsure how to do this.

#### **What happened and what made a difference?**

Fiona continued to meet Alice and introduced her to a Domestic Abuse Support worker and the One Stop Shop in the City centre. She also advised her on personal safety and provided her with a personal alarm. During their many conversations, Alice mentioned an interest in animals and Fiona gave her details of a sanctuary that had volunteering opportunities, which Alice took up. Through her voluntary work, Alice rediscovered her love of animals. She heard about Animal Management qualifications available through a local

College. She obtained information on the courses and discussed options available to her with Fiona.

Alice felt able to reduce her sex work clients to three a week and started saving the money earned to enable her to move from her current apartment and start afresh in a new home with no links to her past. Alice successfully applied to the college and enrolled on an animal Management Course. Together they looked at a range of accommodation options for her near the college and visited Housing Options for advice on being placed on a social housing list.

Alice has now moved out of Swansea and started her course. The college have also arranged a work placement at a livery in the area. Her foster parents in Devon have visited her new apartment and purchased some furniture for her. She has made new friends and is no longer sex working. Fiona and Alice continue to correspond through messenger as and when Alice wishes and she is grateful for the non-judgemental assistance provided by LAC saying:

**‘You came into my life when I thought nobody could help me. I felt so ashamed and just didn’t want to go on. I’ll always be grateful for the time you spent with me and thank you from the bottom of my heart.’**

**Analysis:** it would be reasonable to assume that had Alice stayed in her situation as a sex worker in Swansea and in a relationship with someone addicted to drugs and alcohol that over a period of time she would have needed – or been identified by - a statutory services, e.g. Health professionals, Social Services, Police, or mental health support. Since her involvement with the Local Area Coordinator she has been able to find the confidence to leave an abusive risky life and embrace a healthier life and enter further education.

### **Funding For Health & Social Care – Super Grant**

In relation to the super grant, WG has confirmed indicative entitlement for 2019/20 which is equal to last year’s grant entitlement. In the absence of inflationary uplift this represents a small reduction in real terms. This level of funding is sufficient to meet commissioning objectives in relation to independent living services that are eligible for funding via this grant. WG is reviewing the formula for calculating each Local Authority’s entitlement to this grant and this may impact capacity to commission services in future. We have been advised by WG that a decision on the criteria for distributing future grant funding will be made in partnership with Local Authorities by April 2020. WG have offered assurances that any changes proposed are likely to be phased to enable local authorities to manage any impacts.

Yours sincerely



**Councillor Mark Child**  
**CABINET MEMBER FOR CARE, HEALTH & AGEING WELL**

Mr Hawker

**BY EMAIL**

*Please ask for:* Councillor Mark Child  
*Direct Line:* 01792 63 7441  
*E-Mail:* [cllr.mark.child@swansea.gov.uk](mailto:cllr.mark.child@swansea.gov.uk)  
*Our Ref:* MC/HS  
*Your Ref:* ref  
*Date:* 13 December 2018

Dear Mr Hawker

Thank you for your questions at the Scrutiny Panel on 10<sup>th</sup> December 2018.

Q1

Would the Cabinet Member please explain, as to how the average Swansea Council resident could be aware of the work being undertaken on their behalf, when Swansea Council does not even print/publish the informative quarterly newsletters produced by the Western Bay Office, nor make use of Swansea Council social media feeds -- Twitter/Facebook etc, to easily and quickly inform it's residents of the wide range of Western Bay work programs relating to Health & Social care issues which impact upon their lives. ?

A1

Minutes and Agendas are currently published on Western Bay's own website ([www.westernbay.org.uk/regional-partnership-board-minutes](http://www.westernbay.org.uk/regional-partnership-board-minutes)) because it was felt that this made the best sence and would negate the need to upload the documents by each Council and the Health Board separately. However, a link to the papers is included on the Western Bay page of Swansea Council's website. Western Bay's informative quarterly newsletters are also available from this direct link.

Q2

Would the Cabinet Member please advise, if Swansea Council considers and implements a ' Public Interest ' test, for publishing information to actively inform Swansea residents, when it's Officers & Councillors meet, discuss and plan with external bodies outside of normal Swansea Council meeting venues, which results in significant changes being made to Health and Social Care work programs affecting Swansea Council residents.?

A2

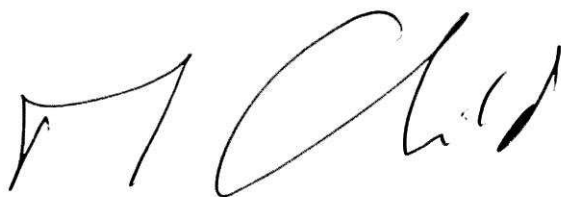
Whenever significant changes are being made we take steps to actively inform the public in general and groups with interest specifically. This would be the case whether the changes were initiated within the Council area, within the Region or Nationally. There might not be a specific Public Interest test, but where changes are judged to be



significant information is made available, and specific effort is made to inform any current users of services.

May I add that the Western Bay RPB is a partnership arrangement that promotes collaboration and integration across health and social care. It has no legal authority to implement any changes to how the Council meets its responsibilities to provide Social Care to the citizens of Swansea. Only Cabinet can make such decisions (and likewise only the Board of ABMU or the Cabinet of Neath-Port Talbot). This is set out in the Social Services and Wellbeing Act of 2014. Any recommendation for improved services that comes from the work within the RPB has to then come to Cabinet for a decision. Therefore all such decisions are subject to exactly the same level of public Scrutiny as any other.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Mark Child', written in a cursive style.

**Councillor Mark Child**  
**CABINET MEMBER FOR CARE, HEALTH & AGEING WELL**

# Agenda Item 7



## Report of the Chair

Scrutiny Programme Committee – 10 February 2020

### Scrutiny Performance Panel Progress Reports

|                                         |                                                                                                                                                                                                                                             |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Purpose</b>                          | 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. |
| <b>Content</b>                          | This report focuses on the following Performance Panels:<br>a) Adult Services                                                                                                                                                               |
| <b>Councillors are being asked to</b>   | <ul style="list-style-type: none"><li>• Ensure awareness and understanding of the work of the Panels</li><li>• Consider their / its effectiveness and impact</li><li>• Consider any issues arising and action required</li></ul>            |
| <b>Lead Councillor(s)</b>               | Councillor Peter Black (convener, Adult Services Panel)                                                                                                                                                                                     |
| <b>Lead Officer &amp; Report Author</b> | Liz Jordan<br>Tel: 01792 637314<br>E-mail: <a href="mailto:scrutiny@swansea.gov.uk">scrutiny@swansea.gov.uk</a>                                                                                                                             |
| <b>Legal Officer:</b>                   | Debbie Smith                                                                                                                                                                                                                                |
| <b>Finance Officer:</b>                 | Paul Cridland                                                                                                                                                                                                                               |

#### 1. Introduction

- 1.1 There are seven 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 / service areas.
- 1.2 Performance Panels are expected to have on-going correspondence with relevant cabinet / lead 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 Panels:

- a) Adult Services – this updates on work carried out since the last update was provided in September 2019.

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

1.5 The Adult Services Performance Panel has a membership of 13, as follows:

**Councillors:**

**Labour Councillors: 7**

|                |               |
|----------------|---------------|
| Mandy Evans    | Peter Jones   |
| Joe Hale       | Hazel Morris  |
| Erika Kirchner | Gloria Tanner |
| Yvonne Jardine |               |

**Liberal Democrat/Independent Councillors: 4**

|                               |             |
|-------------------------------|-------------|
| <b>Peter Black (CONVENER)</b> | Jeff Jones  |
| Chris Holley                  | Susan Jones |

**Conservative Councillors: 1**

|                      |  |
|----------------------|--|
| Paxton Hood-Williams |  |
|----------------------|--|

**Coopteers: 1**

|             |  |
|-------------|--|
| Tony Beddow |  |
|-------------|--|

**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**

## **Adult Services Scrutiny Performance Panel Update**

### **1. Remit of the Panel**

The overarching purpose of the panel is to provide ongoing challenge to adult 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 this municipal year in June 2019 and is currently meeting on a monthly basis. Since the last update to the SPC in September 2019, the Panel has looked at the following:

- a) Supported Living Developments for Mental Health and Learning Disability Services (September)
- b) Procurement Practice and Assurance in Social Care (September)
- c) Performance Monitoring (October)
- d) Update on Transformation Programme (October)
- e) Commissioning of Residential Care (quality of service/contracts; financial stability) (October)
- f) Telecare and Community Alarms Mini Commissioning Review (November)
- g) Workforce Development Plan (November)
- h) Improving Performance Data (November)
- i) Briefing on Carers Assessments (December)
- j) Update on Local Area Coordination (December)
- k) Performance Monitoring (January)
- l) Update on how Council's Policy Commitments translate to Adult Services (January)
- m) Briefing on Annual Review of Charges (Social Services) 2019-20 (January)

### **3. Achievements / Impact**

We have sent 5 letters to the Cabinet Member for Health & Wellbeing since September 2019 in order to give our views, raise concerns and make recommendations, for example:

Positives:

- Supported Living Developments for Mental Health and Learning Disability Services - Discussed how some parents at the informal events did not feel there was an obvious point of contact to go to in the Authority if they are having issues with the provider. Panel pleased to hear that two changes have been introduced to improve this contact.
- Procurement Practice and Assurance in Social Care - Panel heard that there have been regular opportunities for service users to feed back on existing services in Learning Disability Services, by completing a survey and face to face. And that for Mental Health Services this has been undertaken by Supported People Services but officers are unsure how frequently this has been done.
- Panel informed consultation with carers is an area the Department needs to improve on, and will be looking at, and the development of a carers plan over the next 12 to 18 months. Panel very pleased to hear this, particularly as it was a recommendation from the recent Equalities Scrutiny Inquiry. The carers plan will come to the Panel in the future.
- Delayed Transfers of Care – Panel pleased to hear that there has been a substantial improvement. In September 2019, only 20 people were waiting for a package of care.

- Assistive Technology Mini Commissioning Review - Panel informed Community alarms are cost neutral and that the options appraisal will identify how assistive technology will be funded in the future. Panel pleased to hear that the options appraisal will look at options for need and well as the options for providing it.
- Carers Assessments - Panel queried how effective the Western Bay Valuing Carers Plan is and what outcomes are coming out of it. Informed that the Regional Carers Partnership Board, of which we are a member, is satisfied that progress is being achieved in all areas. A written update on this Plan be provided to the Panel for information.
- Local Area Coordination - An evaluation was undertaken in 2016 by Swansea University. A further evaluation has been proposed, and Southampton University is planning that it will be a multi-site evaluation, to study the effect of LAC in three different locations including Swansea. Further news is awaited about funding for the research, and the scope, but it will focus in part on measuring the impact of preventative interventions. Agreed Panel be kept updated on progress regarding the proposed evaluation.

#### Issues / Concerns:

- Supported Living Developments for Mental Health and Learning Disability Services - Discussed how the biggest concern for parents in terms of the re-tendering of the service was how transition was going to be handled. All agreed the need to ensure stability for service users. Officers confirmed that there will be continuity for the majority of service users, particularly as most of the providers will remain the same.
- Issue raised by parents at the events was that of waiting lists. Informed there is no formal waiting list for Learning Disability Services, there is a formal waiting list for mental health services but there are less than 20 individuals on it at a particular time. There may be supported living vacancies but they may not be appropriate for the individuals on the waiting list. Officers agreed to provide further information on the situation with waiting lists to the Panel.
- Procurement Practice and Assurance in Social Care - Panel queried how well service user feedback is fed into the assurance process and were informed it is not as good as it could be but arrangements will improve as time goes on.
- Commissioning of Residential Care - Panel queried what the 'pressures' are which prevent the target being reached and were informed that two things have contributed to not being able to complete audits to timescale. The Department relies on district nurses to undertake the evaluation of some aspects of the audit but that the Health Board has lack of capacity to undertake this. Secondly, there is a person from the Department on long term sick which has added to the problem. Panel informed that the process may not work like this in the future.
- Adult Services Transformation Programme - Panel raised the issue that the forecast year savings for 2019/20 is approximately £640,000 short of meeting the aligned savings total of £4,078,000 and this is a concern. Informed the Department is trying to find savings in other ways.
- Carers Assessments - Panel informed that of the 12,400 care assessments undertaken last year, the Department is unable to determine how many individuals this would be, as data is limited and they are not sure if data is accurate on the PARIS system. However Social Services is moving over to the new WCCIS system so recording should improve.
- Panel stated that the Authority has a legal duty to undertake carer's assessments and that it should not be based on judgement. Panel informed that the Department wants to get to the standard position of asking if a carer is involved, so that it is not based on judgement.
- Local Area Coordination – Discussed the issue that not all areas have Local Area Coordinators. It is going to take a long time to have them in all areas but that an incremental approach is useful for learning.

- Panel informed the Authority does not know if it is seeing benefits from savings in the budget, as it is difficult to make a direct link.

Action Recommended / Agreed:

- Assistive Technology Mini Commissioning Review – Panel expressed the view that the Authority needs to look at how assistive technology and community alarms are paid for. The Panel feels assistive technology would be a good subject for the integrated care fund.

CM Response: CM confirmed that there is an increasing desire to work more closely with the Health Board and Neath Port Talbot on this.

- CM was briefed on a proposal for improving the understanding of the agreed range of adult care services and of the performance and budgeting data. It is understood that Welsh Government may be willing to undertake work with some authorities to obtain this information.

CM Response: CM confirmed no problem with the principle of it but the research would have to be fully funded, as it is a very large piece of work. Panel referred this formally to CM to have further discussions with the Director of Social Services and to decide whether to take this forward and apply for funding from Welsh Government.

#### 4. Future Work Programme

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

| Meeting date                        | Item to be discussed                                                                                                                                                               |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting 9<br>17<br>February<br>2020 | <ul style="list-style-type: none"> <li>• Draft Budget proposals for Adult Services</li> <li>• West Glamorgan Transformation Programme – 3 case studies</li> </ul>                  |
| Meeting 10<br>17 March<br>2020      | <ul style="list-style-type: none"> <li>• Adult Services Complaints Annual Report 2018-19</li> <li>• Briefing on Staff Sickness in Adult Services</li> </ul>                        |
| Meeting 11<br>28 April<br>2020      | <ul style="list-style-type: none"> <li>• tbc</li> </ul>                                                                                                                            |
| Meeting 12<br>19 May<br>2020        | <ul style="list-style-type: none"> <li>• Performance Monitoring</li> <li>• Update on Transformation Programme</li> <li>• Review of the year on the Adult Services Panel</li> </ul> |

#### 5. Action for the Scrutiny Programme Committee

None.

# Agenda Item 8



## Report of the Chair

Scrutiny Programme Committee – 10 February 2020

### Membership of Scrutiny Panels and Working Groups

|                                          |                                                                                                                                                                                                                                |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Purpose:</b>                          | 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. |
| <b>Content:</b>                          | This report is provided to facilitate any changes that need to be made.                                                                                                                                                        |
| <b>Councillors are being asked to:</b>   | <ul style="list-style-type: none"><li>• agree the membership of Panels and Working Groups reported, and any other changes necessary.</li></ul>                                                                                 |
| <b>Lead Councillor:</b>                  | Councillor Mary Jones, Chair of the Scrutiny Programme Committee                                                                                                                                                               |
| <b>Lead Officer &amp; Report Author:</b> | Brij Madahar, Scrutiny Team Leader<br>Tel: 01792 637257<br>E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>                                                                                |
| <b>Legal Officer:</b>                    | Debbie Smith                                                                                                                                                                                                                   |
| <b>Finance Officer:</b>                  | 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 None



### **3. Guiding Principles**

3.1 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.
- To ensure that all political groups have opportunities and are engaged.
- 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.
- The Committee should reflect on the existing 'balance' of conveners to help inform future appointments.
- A minimum of three members should be present at all meetings.

### **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:** None

**Appendices:** None

# Agenda Item 9



## Report of the Chair

Scrutiny Programme Committee – 10 February 2020

### Scrutiny Dispatches – Quarterly Impact Report

|                                       |                                                                                                                                                 |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Purpose</b>                        | To present a draft of the quarterly report from the Committee to Council on the impact of scrutiny.                                             |
| <b>Content</b>                        | The report appends the draft 'Scrutiny Dispatches' report, which headlines recent activities and impact for council and public awareness.       |
| <b>Councillors are being asked to</b> | Approve content of the draft 'Scrutiny Dispatches' for submission to Council.                                                                   |
| <b>Lead Councillor(s)</b>             | Councillor Mary Jones, Chair of the Scrutiny Programme Committee                                                                                |
| <b>Lead Officer(s)</b>                | Tracey Meredith, Chief Legal Officer                                                                                                            |
| <b>Report Author</b>                  | Brij Madahar, Scrutiny Coordinator<br>Tel: 01792 637257<br>E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a> |
| <b>Legal Officer:</b>                 | Debbie Smith                                                                                                                                    |
| <b>Finance Officer:</b>               | 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 available Council meeting for discussion (5 March).
- 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 the scrutiny work programme and 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. Scrutiny Dispatches will also form part of the Scrutiny Annual Report.
- 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 (sign up via [www.swansea.gov.uk/scrutiny](http://www.swansea.gov.uk/scrutiny)), and includes details of:
- Topics being looked at by scrutiny
  - Progress with current activities
  - Forthcoming panel and working group 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:**

**Appendix 1** - Scrutiny Dispatches Quarterly Report

# Scrutiny Dispatches

City & County of Swansea – 2019/2020 (No. 2)

‘How scrutiny councillors are making a difference’

## Continuing to help improve cabinet decisions

“Pre-decision” scrutiny is an important practice where Scrutiny councillors look at a planned decision shortly before it is made by Cabinet. Scrutiny councillors bring a different perspective to the decision-making process than that provided by Cabinet members or officers, which can help decisions to be more robust.

Considering decisions before they are made provides an important means to influence and possibly improve them. It gives Scrutiny Councillors an opportunity to challenge, for example, how decision-makers have considered what risks might arise from the implementation of the decision and how those risks might be mitigated. Relevant Cabinet Members and officers will attend scrutiny to present and explain proposals and answer questions.

Recent pre-decision scrutiny activities in Swansea:

### [Pre-decision scrutiny of Swansea Central Phase 1](#)

Scrutiny councillors on the Development & Regeneration Performance Panel undertook pre-decision scrutiny of the Swansea Central Phase 1 Final Delivery Report, which formed part of the Cabinet’s meeting on 21 November 2019.

A letter was sent to Cabinet to highlight views of the Panel and provide Cabinet with recommendations including:

- The Panel’s acknowledgment of the need for the regeneration of the city centre and welcoming the proposal of greening of the city centre including the focus on promoting biodiversity.
- The Panel felt that the expenditure of public monies inevitability means that the tax payers of the city have a significant interest in the success of this project, as the effect on the council’s revenue account could mean resources being used for the borrowing and not for its core services.

### [Pre-decision Scrutiny of Cabinet Report: Foreshore Sites – Public Consultation and Procurement Responses Summary and Next Steps](#)

The Scrutiny Programme Committee met on 8 January to consider the report of Councillor Robert Francis-Davies, listened to views of several local ward members and a number of members of the public. The chair of the Committee, Councillor Mary Jones, then presented the Committee’s views and recommendations on the proposed decision at the Cabinet meeting on 9 January, which included:

- Cabinet should ensure that Council / community ownership of each site is maintained for future generations, not sold off to private developers but leased, making full use of planning provisions and developer contributions in the provision of public facilities
- Cabinet should ensure that no development results in a reduction in current facilities / services such as new public toilet facilities being equal or greater than current provision at each site. The Committee added any development should add to and enhance public facilities and should not compromise the achievement of Blue Flag status.

Scrutiny meetings are open to the public and letters sent to Cabinet with recommendations from scrutiny councillors are published on the Council website.

## Keeping a close eye on Education Services in Swansea

The Education Scrutiny Performance Panel provides an important role in reviewing the Authority's assessments of all school's performance to ensure that: pupils in Swansea are receiving high quality education; and the Authority is meeting its objectives in relation to improving school standards and pupil attainment.

*(Lead: Councillor Lyndon Jones)*

The Panel met in December to discuss the progress being made with Additional Educational Needs (ALN) Reform. Councillors considered a report outlining the ALN Strategy, progress over the last academic year, the projected pressures and the revised plan to mitigate these.

The local authority is facing unprecedented change in the area of ALN following the introduction of the Additional Learning Needs and Education Tribunal (Wales) Act 2018 (ALNET Act 2018).

The Panel believe that there are two things that will be central to making successful progress; firstly appropriate funding and, secondly good partnership/integrated working. Councillors on this panel expressed concern that the Welsh Government had expectations that the implementation of the Act will be cost neutral.

The Education Scrutiny Panel will continue to follow progress closely and will ask for regular updates, as the planning and implementation of this Act progresses.

## Continuing to monitor and improve the Authority's Child & Family Services

Councillors on the Child & Family Services Scrutiny Performance Panel meet regularly to provide ongoing challenge to child and family social services performance, to ensure that good performance is maintained, and monitor service change and improvement across all areas of the service.

*(Lead: Councillor Paxton Hood-Williams)*

The Panel met in December 2019 to receive updates on the Western Bay Regional Adoption Service and the Corporate Parenting Board, and to discuss the latest Child and Family Services Performance Monitoring Report.

Cllr Paxton Hood-Williams has written to the Cabinet Members for Children Services to relay the views of the Panel, which included:

- The Panel being pleased to hear there have been improvements in performance in many areas over the last year since the new adoption manger has been in post.
- No performance data was provided in the Corporate Parenting Board update report and that in the previous report the Panel had been concerned about educational attainment for Looked After Children. The Panel will therefore look forward to the Annual Report, including performance data, which is due to be presented in the next municipal year.
- The retention policy has been approved to enable progression of staff through to senior social workers. The Panel heard that there has been a big drive towards targeted early work and early help hubs are in place. The Head of Service agreed to bring caseload information to each Panel meeting in future to reassure the Panel of this.

All letters sent to Cabinet Members from this Panel are published on the Council website, here you can also find responses received from the Cabinet Members for Children Services.

## Ensuring the Council's budget, corporate and service improvement arrangements are effective and efficient

(Lead: Councillor Chris Holley)

Councillors on the Service Improvement and Finance Scrutiny Panel met in December 2019 to discuss the Quarter 2 Budget Monitoring Report and the Mid-year Budget Statement.

The Panel's convenor, Councillor Chris Holley has written to the Leader of the Council, Councillor Rob Stewart to reflect on the Panel's meeting and to ask about:

- The detail on budget reductions relating to each Council Department and timescales for achieving them
- The confidence in Social Services and Education meeting their in year overspend, particularly in relation to care fees, by the end of the financial year.
- Clarification on the reasons for the increase in staff referrals to occupational health.

The Leader has since responded in a letter with details of the budget reductions as requested by the Panel and has stated feeling assured '*by the actions the Director of Social Services are taking that they will bar unforeseen circumstances manage to achieve a balanced service budget by year end*'. He added '*...with only one quarter to go I think the balance is in favour of social services living within budget for the year. A remarkable feat given the pressures all council social services departments are under across Wales.*'

The full response from Cllr Rob Stewart has been published and is available to read on the Council's website including the full letter sent to the Cabinet Member and all reports relating to each agenda item discussed at this meeting.



### Chair's Round up

This is my second roundup of the work of scrutiny for 2019/20, as Chair of the Scrutiny Programme Committee.

### Progressing our priorities for 2019/20

We have made good progress over the year so far. The work programme is dominated by our Performance Panels, which meet on an ongoing and regular basis. This means monitoring corporate performance and finances, and challenging key services including education and social services, development & regeneration, and the natural environment. This work ensures there is an ongoing conversation between scrutiny and the executive on performance.

We have made a start with the planned in-depth inquiry into Procurement, with a clear idea about the focus of this work. We want to see what the Council is doing to ensure it procures locally, ethically, and greenly while being cost effective and transparent in its practices. However evidence gathering is currently on hold pending recruitment of Scrutiny Officer, following the departure of one of the Team members in October.

The Team have shuffled responsibilities and are working hard to ensure continuity to ongoing scrutiny activities in the meantime. Whilst we were able to deliver the one-off Working Group focussing on the Council's Brexit preparedness, the remaining topics in the work programme (Staff Health & Well-being, Road Safety, and Digital Inclusion) will be looked at when the Team are back up to full capacity. We will revisit Brexit in due course now that things are clearer about likely impacts.

## **Responding to Equalities scrutiny recommendations**

Since the last edition, Cabinet has formally responded to the Equalities Scrutiny Inquiry recommendations. I am pleased that all 18 recommendations made by the Scrutiny Panel, led by Cllr. Louise Gibbard, were accepted and recognised as important to improving the way the Council meets and embeds requirements under the law. Leading by example, the Panel made sure that its final report was available in a number of different formats. Also, I am delighted that, as a first for scrutiny, a short video was produced, featuring both Cllr Gibbard, and Cllr Clive Lloyd as responding Cabinet Member, highlighting this work. This is available on the Council website. It is a step forward in our continued efforts to promote and raise public awareness of scrutiny. The Panel will reconvene for this purpose later in the year to check on implementation of recommendations and impact of this work.

## **Following up on scrutiny of Regional Working**

Because of good progress, councillors were able to conclude monitoring of the inquiry into Regional Working. A meeting in October with the Leader of the Council and Chief Executive, resulted in the Panel being pleased that the inquiry had helped to raise the profile of regional working and has informed and began to provide clarity on the Council's approach to regional collaboration. Since the inquiry concluded in 2018, there has been some movement in relation to regional working in Wales. This includes clearer details from Welsh Government on proposals for improved collaboration and the operation of Corporate Joint Committees.

## **Questioning Cabinet Members**

The Committee continues to focus on holding cabinet members to account, through monthly Q & A sessions to discuss their work. Acting as a 'critical friend' we question and challenge them on their priorities, actions, achievements and impact. As I write we are due to meet with the Cabinet Member for Investment, Regeneration & Tourism in March. We invite the public and all scrutiny councillors to contribute ideas to ensure the Committee asks the right questions. We publish a summary of each session and views of the Committee in a letter to relevant Cabinet Members. We have recently put questions to the Cabinet Members for Care, Health & Ageing Well, Environment & Infrastructure Management, and Economy & Strategy (Leader). Looking ahead, our Q & A session in April will focus on the Better Communities cabinet portfolio.

## **Influencing decision-making on the Housing Commissioning Review**

The Scrutiny Programme Committee held a special meeting in November 2019 to discuss the Housing Commissioning Review Findings, prior to Cabinet decision. This included proposed changes to the future model of the District Housing Office service. The Committee welcomed the direction of travel proposed for the Housing Service, but raised a number of points which should be taken into account by Cabinet, around the visibility of an implementation plan to take forward proposals, the introduction of new technology, and connection between service user feedback and improvements proposed.

## **Making the work of scrutiny transparent and accessible**

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

*Councillor Mary Jones*

Connect with Scrutiny:

Web: [www.swansea.gov.uk/scrutiny](http://www.swansea.gov.uk/scrutiny)

Twitter: @swanseascrutiny

Email: [scrutiny@swansea.gov.uk](mailto:scrutiny@swansea.gov.uk)

Blog: [www.swanseascrutiny.co.uk](http://www.swanseascrutiny.co.uk)

# Agenda Item 10



## Report of the Chair

### Scrutiny Programme Committee – 10 February 2020

### Scrutiny Work Programme 2019/20

|                                       |                                                                                                                                                                                                                                                           |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Purpose</b>                        | This report presents the agreed Scrutiny Work Programme for 2019/20, which the Committee is responsible for monitoring.                                                                                                                                   |
| <b>Content</b>                        | The agreed work programme is attached, which shows the topics being examined by scrutiny through various Panels and Working Groups. A plan for future committee meetings is also attached.                                                                |
| <b>Councillors are being asked to</b> | <ul style="list-style-type: none"><li>• plan for the committee meetings ahead</li><li>• consider opportunities for pre-decision scrutiny</li><li>• review the scrutiny work programme (including progress of current Panels and Working Groups)</li></ul> |
| <b>Lead Councillor</b>                | Councillor Mary Jones, Chair of the Scrutiny Programme Committee                                                                                                                                                                                          |
| <b>Lead Officer</b>                   | Tracey Meredith, Chief Legal Officer                                                                                                                                                                                                                      |
| <b>Report Author</b>                  | Brij Madahar, Scrutiny Team Leader<br>Tel: 01792 637257<br>E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>                                                                                                           |
| <b>Legal Officer:</b>                 | Debbie Smith                                                                                                                                                                                                                                              |
| <b>Finance Officer:</b>               | 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 determine 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 2019/20

- 2.1 The agreed scrutiny work programme for 2019/20 is set out in **Appendix 1**. 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 meetings are:

9 March:

- Cabinet Member Question Session: Cabinet Member for Investment, Regeneration & Tourism - Cllr Robert Francis-Davies
- Children & Young People's Rights Scheme Annual Progress Report 2019
- Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Update

2.2.4 The Committee should identify specific questions / key themes, which it wishes to cover in the next Cabinet Member Q & A sessions.

a) The Investment, Regeneration & Tourism Portfolio covers the following areas of responsibility:

- Business & City Promotion
- City Centre Management
- City Projects and Major Development Opportunities
- City Waterfront & Marina Promotion
- Creative City
- Culture, the Arts & Galleries
- Events, Tourism & Destination Marketing
- Healthy Night Life / Purple Flag
- Heritage inc. River Corridor Development
- Inward Investment Opportunities
- Libraries
- New Local & Regional Business Opportunities
- Parks, Beaches and Foreshore Events & Promotion
- Science City
- Sports Facilities
- Suburban Centres & Community Regeneration Initiatives
- Universities Collaboration (Development)

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

2.2.6 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.

2.2.7 Commissioning Reviews – it has already been acknowledged that reports about the various commissioning reviews / new cross-cutting reviews that are planned 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 is 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.

| <b>In Progress / Planned</b>                           | <b>Completed (follow up stage)</b>                                                                                                                                                                   |
|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. <b>Procurement</b> (initial meeting held on 24 Oct) | 1. <b>Regional Working</b> (meeting held on 15 Oct 2019)<br>MONITORING COMPLETE<br>2. <b>Natural Environment</b> (tba as part of Performance Panel work plan)<br>3. <b>Equalities</b> (tba May 2020) |

### 2.4 Performance Panels:

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

| <b>Performance Panel</b>                                      | <b>Convener</b>            |
|---------------------------------------------------------------|----------------------------|
| 1. <b>Service Improvement &amp; Finance</b> (monthly)         | Cllr. Chris Holley         |
| 2. <b>Education</b> (monthly)                                 | Cllr. Lyndon Jones         |
| 3. <b>Adult Services</b> (monthly)                            | Cllr. Peter Black          |
| 4. <b>Child &amp; Family Services</b> (every two months)      | Cllr. Paxton Hood-Williams |
| 5. <b>Development &amp; Regeneration</b> (every two months)   | Cllr. Jeff Jones           |
| 6. <b>Natural Environment</b> (quarterly)                     | Cllr. Peter Jones          |
| 7. <b>Public Services Board</b> (multi-agency) (twice yearly) | 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 the order shown:

|                                               |                             |
|-----------------------------------------------|-----------------------------|
| <b>1. Brexit</b> (meeting was held on 23 Sep) | <b>3. Road Safety</b>       |
| <b>2. Staff Health &amp; Wellbeing</b>        | <b>4. Digital Inclusion</b> |

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 in existence since 2016 in order to provide challenge to ERW, coordinate scrutiny work across the region and ensure a consistent approach. The Swansea Scrutiny Team is providing support for this group as the Council's contribution to ERW via Service Level Agreement. Swansea is represented by the chair of the Scrutiny Programme Committee and convener of the Education Performance Panel. The Councillor Group is currently meeting quarterly.

2.6.2 **Swansea Bay City Region City Deal** – Swansea scrutiny is also involved in the Swansea Bay City Region Joint Scrutiny Committee, established during 2018/19. This involves 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. As per Joint Agreement, the Scrutiny Committee is serviced by Neath Port Talbot Council. The Committee currently appears to be meeting every two months.

**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.

#### **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 2019/20

Appendix 2: Scrutiny Programme Committee Work Plan 2019/20

Appendix 3: Cabinet Forward Plan

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

Appendix 4b: Progress Report – Current Scrutiny Panels and Working Groups

## Agreed Scrutiny Work Programme 2019/20

| <b>New Inquiry Panel</b><br>(time-limited in-depth scrutiny – six months)                                                                                                                                                                                                                                                                                                                                          | <b>New Working Groups</b><br>(light-touch scrutiny / one-off meetings)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Performance Panels</b><br>(ongoing in-depth performance / financial monitoring & challenge)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Issues for Scrutiny Programme Committee</b><br>(Overall work programme management; Cabinet Member Q & As; discussion of broad range of policy and service issues)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>1. Procurement</b><br/>           (Terms of Reference to be agreed by Panel but may look at effectiveness of process &amp; Strategy; value for money / social value; benefits to local economy; impact of local procurement on regeneration / jobs; financial savings to Council; collaboration etc)</p> <p>Follow Up of Previous Inquiries:</p> <p><b>1. Regional Working</b><br/> <b>2. Equalities</b></p> | <p><b>1. Brexit</b><br/>           (Council preparedness and resilience; how is this being discussed; what plans / contingencies are being put in place given possible impact, relationship with Wales / UK Government)</p> <p><b>2. Employee Health &amp; Wellbeing</b><br/>           (how the Council supports members of staff; issues around staff sickness; pressures)</p> <p><b>3. Road Safety</b><br/>           (hot spots; work to improve safety; preventative measures; speed controls; safety of cycling routes; partnership working)</p> <p><b>4. Digital Inclusion</b><br/>           (follow up on previous -Mar 2017- discussion around digital transformation, the Council's digital inclusion strategy, and how well prepared both the Council and the public is to use and communicate / engage via digital technology to avoid exclusion / poor access)</p> | <p><b>1. Service Improvement &amp; Finance</b> (monthly)</p> <p><b>2. Education</b> (monthly)</p> <p><b>3. Adult Services</b> (monthly)</p> <p><b>4. Child &amp; Family Services</b> (every two months)</p> <p><b>5. Development &amp; Regeneration</b> (every two months)</p> <p><b>6. Natural Environment</b> (quarterly)</p> <p><b>7. Public Services Board</b> (twice yearly)</p> <p>Specific issues to pick up:</p> <ul style="list-style-type: none"> <li>• Service Improvement &amp; Finance:               <ul style="list-style-type: none"> <li>- Budget (spend / sustainability)</li> <li>- Waste &amp; Recycling (incl. issues around plastic waste, civic amenity site provision; influence on commercial organisations)</li> <li>- Embedding Welsh Language Measures</li> <li>- Archives Service (concern about accommodation issues and their effect on current/future service)</li> <li>- Co-production (Council's approach to improving involvement and engagement, embedding Well-being of Future Generations Act)</li> </ul> </li> <li>• Education:               <ul style="list-style-type: none"> <li>- Additional Learning Needs (impact of new legislation)</li> <li>- Performance of Children on Free School Meals</li> </ul> </li> <li>• Adult Services:               <ul style="list-style-type: none"> <li>- Commissioning of Residential Care (quality of service / contracts; financial stability)</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Specific discussions:           <ul style="list-style-type: none"> <li>- Corporate Safeguarding</li> <li>- Housing Commissioning Review</li> </ul> </li> <li>• Cabinet Member Q &amp; A Sessions (issues to pick up):           <ul style="list-style-type: none"> <li>- Policy Commitments</li> <li>- Poverty Reduction</li> <li>- Regional Working</li> <li>- 5G Roll-out &amp; Health Concerns (local impact; council involvement re. testing and response)</li> <li>- Fires on Kilvey Hill</li> <li>- Beach / Cliff Incidents</li> <li>- Youth Work</li> <li>- Homelessness Strategy &amp; Action Plan Progress</li> <li>- Council Housebuilding</li> <li>- Rural Economy</li> </ul> </li> <li>• Crime &amp; Disorder Scrutiny:           <ul style="list-style-type: none"> <li>- Child Sexual Exploitation / County Lines (size / scope of problem &amp; efforts to tackle)</li> <li>- Community Cohesion / Hate Crime</li> </ul> </li> <li>• Follow Up on Previous Working Groups:           <ul style="list-style-type: none"> <li>- Welfare Reform</li> <li>- Environmental Enforcement</li> <li>- Anti-Social Behaviour</li> </ul> </li> </ul> |

## Agreed Scrutiny Work Programme 2019/20

|                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
|                                                                                                                                                                                                      | <p>Reserve List:</p> <ul style="list-style-type: none"> <li>• Active Travel<br/>(are we meeting obligations of Welsh Government Active Travel Act; encouragement of cycling / walking)</li> <li>• Leisure Facilities<br/>(assessment of the leisure offer to residents and visitors; discussion around issues; gaps; work to cater for the young e.g. skateboard parks)</li> <li>• Services for the Disabled and their Carers<br/>(Council's overall approach to inclusion / access to information, advice, and services, improving quality of life, progress with Carers Strategy; compliance with legislation)</li> </ul> | <ul style="list-style-type: none"> <li>- Quality of Needs Assessments / Care Plans</li> <li>- Charging</li> <li>- Availability of Specialised Dementia Beds in Care Homes</li> <li>- Waiting Lists for Care in the Community</li> <li>• Child &amp; Family Services:             <ul style="list-style-type: none"> <li>- Youth Offending Service (effectiveness of new local arrangements following critical regional inspection)</li> </ul> </li> <li>• Development &amp; Regeneration:             <ul style="list-style-type: none"> <li>- Inward Investment (concern about retail collapse in city centres; advice/support to SMEs)</li> <li>- City Deal &amp; Wider Regeneration</li> <li>- Management of Gower AONB</li> <li>- Regeneration Projects in Deprived Communities</li> <li>- Seafront Proposals</li> <li>- Student Accommodation Developments (managing impact)</li> </ul> </li> <li>• Natural Environment:             <ul style="list-style-type: none"> <li>- Follow up on Inquiry Recommendations</li> <li>- Local Flood Risk Management</li> <li>- Pollution Control</li> <li>- Use of Glyphosate for Weed Spraying</li> <li>- Council action on Climate Change</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>- Tourism</li> </ul> |
| <p><b>Regional Scrutiny</b></p> <ul style="list-style-type: none"> <li>• ERW (Education through Regional Working)</li> <li>• City Deal (Swansea Bay City Region Joint Scrutiny Committee)</li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                             |

**Scrutiny Programme Committee – Work Plan 2019/20**

Standing / Recurring Agenda Items:

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

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| <b>ACTIVITY</b>                                      | <b>8 July 2019</b>                                                                                                                                                         | <b>1 August 2019*</b>        | <b>12 August 2019</b>                                 | <b>9 September 2019</b>                   | <b>14 October 2019</b>                   | <b>11 November 2019</b>                          |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------|-------------------------------------------|------------------------------------------|--------------------------------------------------|
| <b>Scrutiny Work Programme</b>                       | <ul style="list-style-type: none"> <li>• Role of the Committee</li> <li>• Draft Work Programme for Agreement</li> <li>• Scrutiny / Audit Committee Coordination</li> </ul> |                              |                                                       |                                           |                                          |                                                  |
| <b>Cabinet Member Question &amp; Answer Sessions</b> |                                                                                                                                                                            |                              | Business Transformation & Performance (Deputy Leader) | Homes & Energy                            | Education Improvement, Learning & Skills | Children Services (Early Years and Young People) |
| <b>Other Cabinet Member / Officer Reports</b>        |                                                                                                                                                                            | Housing Commissioning Review |                                                       |                                           | Annual Corporate Safeguarding Report     |                                                  |
| <b>Scrutiny Performance Panel Progress Reports</b>   |                                                                                                                                                                            |                              | Service Improvement & Finance                         | Adult Services                            | Education                                | Child & Family Services                          |
| <b>Pre-decision Scrutiny</b>                         |                                                                                                                                                                            |                              |                                                       | Enterprise Resource Planning (ERP) System |                                          |                                                  |
| <b>Final Scrutiny Inquiry Reports</b>                | Equalities                                                                                                                                                                 |                              |                                                       |                                           |                                          |                                                  |
| <b>Scrutiny Reports to Council</b>                   |                                                                                                                                                                            |                              |                                                       |                                           | Scrutiny Annual Report 2018/19           | Scrutiny Dispatches Impact Report                |

| <b>ACTIVITY</b>                                      | <b>18 November 2019*</b>                             | <b>8 January 2020*</b>                                                                  | <b>13 January 2020</b>                                                                                                      | <b>10 February 2020</b>                                                                                                               | <b>9 March 2020</b>                                                                                                                                                                                                                   | <b>20 April 2020</b>                  |
|------------------------------------------------------|------------------------------------------------------|-----------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| <b>Scrutiny Work Programme</b>                       |                                                      |                                                                                         |                                                                                                                             |                                                                                                                                       |                                                                                                                                                                                                                                       |                                       |
| <b>Cabinet Member Question &amp; Answer Sessions</b> |                                                      |                                                                                         | Economy & Strategy (Leader)                                                                                                 | <ul style="list-style-type: none"> <li>Environment &amp; Infrastructure Management</li> <li>Care, Health &amp; Ageing Well</li> </ul> | Investment, Regeneration & Tourism                                                                                                                                                                                                    | Better Communities (People and Place) |
| <b>Other Cabinet Member / Officer Reports</b>        |                                                      |                                                                                         |                                                                                                                             |                                                                                                                                       | <ul style="list-style-type: none"> <li>Children &amp; Young People's Rights Scheme Annual Progress Report 2019</li> <li>Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates</li> </ul> |                                       |
| <b>Scrutiny Performance Panel Progress Reports</b>   |                                                      |                                                                                         | <ul style="list-style-type: none"> <li>Service Improvement &amp; Finance</li> <li>Development &amp; Regeneration</li> </ul> | Adult Services                                                                                                                        | Education                                                                                                                                                                                                                             | Natural Environment                   |
| <b>Pre-decision Scrutiny</b>                         | Housing Commissioning Review Option Appraisal Report | Foreshore Sites - Public Consultation and Procurement Responses Summary and Next Steps. |                                                                                                                             |                                                                                                                                       |                                                                                                                                                                                                                                       |                                       |
| <b>Final Scrutiny Inquiry Reports</b>                |                                                      |                                                                                         |                                                                                                                             |                                                                                                                                       |                                                                                                                                                                                                                                       |                                       |

|                                    |  |  |  |                                          |  |  |
|------------------------------------|--|--|--|------------------------------------------|--|--|
| <b>Scrutiny Reports to Council</b> |  |  |  | <b>Scrutiny Dispatches Impact Report</b> |  |  |
|------------------------------------|--|--|--|------------------------------------------|--|--|

| <b>ACTIVITY</b>                                      | <b>11 May 2020</b>                                                                                                                  |  |  |  |  |  |
|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|
| <b>Scrutiny Work Programme</b>                       | <ul style="list-style-type: none"> <li>Annual Work Programme Review</li> <li>Progress on Scrutiny Improvement Objectives</li> </ul> |  |  |  |  |  |
| <b>Cabinet Member Question &amp; Answer Sessions</b> | Delivery & Performance                                                                                                              |  |  |  |  |  |
| <b>Other Cabinet Member / Officer Reports</b>        |                                                                                                                                     |  |  |  |  |  |
| <b>Scrutiny Performance Panel Progress Reports</b>   | Public Services Board                                                                                                               |  |  |  |  |  |
| <b>Pre-decision Scrutiny</b>                         |                                                                                                                                     |  |  |  |  |  |
| <b>Final Scrutiny Inquiry Reports</b>                |                                                                                                                                     |  |  |  |  |  |
| <b>Scrutiny Reports to Council</b>                   | Scrutiny Dispatches Impact Report                                                                                                   |  |  |  |  |  |

\* denotes extra meeting

To Be Arranged:

|                                         |                                                                                                                                                                                                                                                                                                                                                                     |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Scrutiny / Audit Committee Coordination | <ul style="list-style-type: none"> <li>Chair of Audit Committee to attend to share work plan of Audit Committee / Annual Report. Discussion to ensure: <ul style="list-style-type: none"> <li>- mutual awareness and understanding of respective work plans and co-ordination</li> <li>- issues relating to work programmes can be discussed</li> </ul> </li> </ul> |
| Wales Audit Office Reports              | <ul style="list-style-type: none"> <li>Corporate Safeguarding</li> </ul>                                                                                                                                                                                                                                                                                            |
| Final Scrutiny Inquiry Report(s)        | <ul style="list-style-type: none"> <li>tbc</li> </ul>                                                                                                                                                                                                                                                                                                               |

Specific Recurring Reports to Committee:

|                                                                                                    |                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Annual Corporate Safeguarding Report                                                               | <ul style="list-style-type: none"> <li>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.</li> </ul> |
| Children & Young People's Rights Scheme – Annual Progress Report                                   | <ul style="list-style-type: none"> <li>To discuss annual progress report on implementation of Children &amp; Young People's Rights Scheme, and consider impact (scheme was agreed by Cabinet in October 2014).</li> </ul>                                                                                                          |
| Sustainable Swansea Programme – Commissioning Reviews: Service Areas – Post Implementation Updates | <ul style="list-style-type: none"> <li>Regular update on progress in implementation of service changes following Commissioning Reviews / outcomes.</li> </ul>                                                                                                                                                                      |
| Crime & Disorder Scrutiny – Safer Swansea Partnership                                              | <ul style="list-style-type: none"> <li>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. May necessitate special meeting.</li> </ul>                    |

## Appendix 3 – Cabinet Forward Plan 2019 – 2020

| Report Title                                                            | Report Summary                                                                                                                                                                                                                                                                             | Report Author  | Portfolio                                      | Decision to be taken by | Date of Expected Decision | Exempt Details |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|------------------------------------------------|-------------------------|---------------------------|----------------|
| <b>Revenue and Capital Budget Monitoring 3rd Quarter 2019/20.</b>       | To note any significant variations from the agreed budget 2019/20 and savings plan and the actions planned to achieve a balanced budget.                                                                                                                                                   | Ben Smith      | Cabinet Member - Economy and Strategy (Leader) | Cabinet                 | 20 Feb 2020               | Open           |
| <b>Gower Activity Centres Budget Proposal 2020/2021.</b>                | The report summarises options for consideration for public consultation for the future operating model of the Gower Activity Centres with a zero based budget in line with the budget proposal for 20/21.                                                                                  | Jane Whitmore  | Cabinet Members - Children Services            | Cabinet                 | 20 Feb 2020               | Open           |
| <b>Business Rates – Temporary Rate Relief Scheme (Wales) 2020/2021.</b> | This report provides details of a temporary business rate relief scheme and a recommendation on whether to accept grant funding from Welsh Government to support the expenditure incurred in providing relief under the scheme, under Section 47 of the Local Government Finance Act 1988. | Julian Morgans | Cabinet Member - Economy and Strategy (Leader) | Cabinet                 | 20 Feb 2020               | Open           |

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### Appendix 3 – Cabinet Forward Plan 2019 – 2020

| Report Title                                            | Report Summary                                                                                                                                                                                                                                                  | Report Author    | Portfolio                                                             | Decision to be taken by | Date of Expected Decision | Exempt Details |
|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------------------------------------------------------------|-------------------------|---------------------------|----------------|
| <b>Sale of Surplus Land at Olchfa School.</b>           | The land has been marketed and tenders received. Bids have been analysed and the bidders interviewed on several occasions, resulting in a second bid round and further scrutiny. A preferred bidder has now been identified and authority to sell is requested. | Richard John     | Cabinet Member - Education Improvement, Learning & Skills             | Cabinet                 | 20 Feb 2020               | Fully exempt   |
| <b>Annual Review - Corporate Plan 2020/22.</b>          | To publish a refreshed Corporate Plan 2020/22 following an annual review as set out within the Well-Being of Future Generations (Wales) Act 2015 and statutory guidance relating to Public Bodies.                                                              | Richard Rowlands | Cabinet Member - Delivery & Performance (Joint-Interim Deputy Leader) | Cabinet                 | 19 Mar 2020               | Open           |
| <b>Quarter 3 2019/20 Performance Monitoring Report.</b> | To report the performance indicator results and summarise the Council's performance meetings its priorities for the third quarter period October 2019 – December 2019.                                                                                          | Richard Rowlands | Cabinet Member - Resilience & Strategic Collaboration                 | Cabinet                 | 19 Mar 2020               | Open           |

## Appendix 3 – Cabinet Forward Plan 2019 – 2020

| Report Title                                                            | Report Summary                                                                                                                                                                             | Report Author   | Portfolio                                                                             | Decision to be taken by | Date of Expected Decision | Exempt Details |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------------------------------------------------------|-------------------------|---------------------------|----------------|
| <b>Cultural and Digital Hub.</b>                                        | To seek approval to grant a Lease to Race Council Cymru and create a Cultural and Digital Hub in the Swansea Grand Theatre Arts wing, for community use.                                   | Chris Mellor    | Cabinet Member - Investment, Regeneration & Tourism                                   | Cabinet                 | 19 Mar 2020               | Open           |
| <b>Disabled Facilities &amp; Improvement Grant Programme 2020/2021.</b> | To provide details of Disabled Facilities & Improvement Grant Programme and to seek approval to include schemes in the 2020/21 Capital Programme.                                          | Darren Williams | Cabinet Member - Homes, Energy & Service Transformation (Joint-Interim Deputy Leader) | Cabinet                 | 19 Mar 2020               | Open           |
| <b>Capital Maintenance Report 2020/2021.</b>                            | This report sets out the way in which the Capital Maintenance resources for 2020/21 will be deployed.                                                                                      | Nigel Williams  | Cabinet Member - Economy and Strategy (Leader)                                        | Cabinet                 | 19 Mar 2020               | Open           |
| <b>Management Update and Option Report for Swansea Airport.</b>         | Update report following recent Civil Aviation Authority inspection and temporary suspension of operating licence. Report to include future appraisal options for ownership and management. | Geoff Bacon     | Cabinet Member - Delivery & Performance (Joint-Interim Deputy Leader)                 | Cabinet                 | 19 Mar 2020               | Fully exempt   |

### Appendix 3 – Cabinet Forward Plan 2019 – 2020

| Report Title                                             | Report Summary                                                                                                                                                                                        | Report Author | Portfolio                                                                             | Decision to be taken by | Date of Expected Decision | Exempt Details |
|----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------------------------------|-------------------------|---------------------------|----------------|
| <b>Business Case for Relocation of the Civic Centre.</b> | Business Case outlining the proposal to relocate from the Civic Centre to a new Public Sector Hub on the Phase 2 City Centre Regeneration site and various other Council buildings across the County. | Geoff Bacon   | Cabinet Member - Delivery & Performance (Joint-Interim Deputy Leader)                 | Cabinet                 | 19 Mar 2020               | Fully exempt   |
| <b>Housing Commissioning Review Implementation.</b>      | To inform Members of the findings of the statutory consultation process on proposed changes to the future model of the District Housing Office service.                                               | Lynda Grove   | Cabinet Member - Homes, Energy & Service Transformation (Joint-Interim Deputy Leader) | Cabinet                 | 23 Apr 2020               | Open           |

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## Appendix 4a

| Activity / Month                                                                                                                                                                                                                                                   | JUN<br>2019          | JUL | AUG | SEP | OCT | NOV | DEC | JAN<br>2020 | FEB       | MAR     | APR | MAY |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----|-----|-----|-----|-----|-----|-------------|-----------|---------|-----|-----|
| <b>Equalities Follow Up</b><br>(Cabinet decision: 21 November 2019)<br>Lead Scrutiny Councillor: Louise Gibbard<br>Lead Scrutiny Officer: Michelle Roberts<br>Lead Cabinet Member: Clive Lloyd<br>Lead CMT: Sarah Caulkin<br>Lead Head of Service: Tracey Meredith | 19<br>(final report) |     |     |     |     |     |     |             |           |         |     |     |
| <b>PERFORMANCE PANELS:</b>                                                                                                                                                                                                                                         |                      |     |     |     |     |     |     |             |           |         |     |     |
| <b>Adult Services</b> (monthly)<br>Lead Scrutiny Councillor: Peter Black<br>Lead Scrutiny Officer: Liz Jordan<br>Lead Cabinet Member Mark Child<br>Lead CMT: Dave Howes<br>Lead Head of Service: Deb Reed (interim)                                                | 20                   | 30  | 20  | 24  | 29  | 19  | 17  | 28          | 17        | 17      | 28  | 19  |
| <b>Service Improvement &amp; Finance</b> (monthly)<br>Lead Scrutiny Councillor: Chris Holley<br>Lead Scrutiny Officer: Michelle Roberts<br>Lead Cabinet Member: David Hopkins<br>Lead CMT: Adam Hill / Ben Smith<br>Lead Head of Service: cross-cutting            | 24                   |     | 19  | 16  | 21  |     | 9   | 20          | 19        | 2<br>30 |     | 11  |
| <b>Education</b> (monthly)<br>Lead Scrutiny Councillor: Lyndon Jones<br>Lead Scrutiny Officer: Michelle Roberts<br>Lead Cabinet Member: Jennifer Raynor<br>Lead CMT: Nick Williams<br>Lead Head of Service: cross-cutting                                          | 13                   | 11  |     | 12  | 17  | 14  | 19  | 16          | 13<br>18* | 12      | 30  | 21  |



| Activity / Month                                                                                                                                                                                                                                                                                                                                                    | JUN<br>2019 | JUL | AUG | SEP | OCT | NOV | DEC | JAN<br>2020 | FEB | MAR | APR | MAY |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-----|-----|-----|-----|-----|-----|-------------|-----|-----|-----|-----|
| <b>Staff Health &amp; Well-being</b><br>Lead Scrutiny Councillor: Cyril Anderson<br>Lead Scrutiny Officer: Liz Jordan<br>Lead Cabinet Member: Clive Lloyd<br>Lead CMT: Adam Hill<br>Lead Head of Service: Sarah Caulkin                                                                                                                                             |             |     |     |     |     |     |     |             |     |     |     |     |
| <b>Road Safety</b><br>Lead Scrutiny Councillor: Steve Gallagher<br>Lead Scrutiny Officer: Liz Jordan<br>Lead Cabinet Member: Mark Thomas<br>Lead CMT: Martin Nicholls<br>Lead Head of Service: Stuart Davies                                                                                                                                                        |             |     |     |     |     |     |     |             |     |     |     |     |
| <b>Digital Inclusion</b><br>Lead Scrutiny Councillor: Lesley Walton<br>Lead Scrutiny Officer: Liz Jordan<br>Lead Cabinet Member: Andrew Stevens<br>Lead CMT: Sarah Caulkin<br>Lead Head of Service: Jo Harley                                                                                                                                                       |             |     |     |     |     |     |     |             |     |     |     |     |
| <b>REGIONAL SCRUTINY:</b>                                                                                                                                                                                                                                                                                                                                           |             |     |     |     |     |     |     |             |     |     |     |     |
| <b>ERW - Education through Regional Working</b><br>(bi-annual)<br>Lead Scrutiny Councillors: Lyndon Jones / Cyril Anderson<br>Lead Scrutiny Officer: Michelle Roberts<br>Lead ERW: Andi Morgan<br>Lead Cabinet Member: Jennifer Raynor<br>Lead CMT: Nick Williams<br>Lead Head of Service: Helen Morgan-Rees<br>Regional Lead: Phil Roberts (Lead Director for ERW) | 3           |     |     | 23  |     |     |     | 27          |     |     |     | 4   |

Appendix 4a

| Activity / Month                                                                                                                                                                                                                                                                                                                                                                                            | JUN<br>2019 | JUL | AUG | SEP | OCT | NOV | DEC | JAN<br>2020 | FEB | MAR | APR | MAY |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-----|-----|-----|-----|-----|-----|-------------|-----|-----|-----|-----|
| <b>Swansea Bay City Region Joint Scrutiny Committee</b> (every two months)<br>Lead Scrutiny Councillor: Rob James (Carmarthenshire Council)<br>Swansea Scrutiny Councillors: Jan Curtice / Phil Downing / Jeff Jones<br>Lead Scrutiny Officer: Stacy Curran, Neath Port Talbot Council<br>Lead Cabinet Member: Rob Stewart<br>Lead CMT: Phil Roberts / Martin Nicholls<br>Lead Head of Service: Phil Holmes | 18          |     |     | 2   | 28  |     |     | 15          |     | 9   |     | 6   |

\* denotes extra meeting

Information correct as of 03/02/20 11:25

**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) **Procurement** (convener: Cllr Chris Holley)

Key Question: What is the Council doing to ensure it procures locally, ethically, and greenly while being cost effective and transparent in its practices?

Progress Bar:

| Planning |  |  |  | Evidence Gathering |  |  |  | Draft Final Report |  |  |  |
|----------|--|--|--|--------------------|--|--|--|--------------------|--|--|--|
|          |  |  |  |                    |  |  |  |                    |  |  |  |

The Procurement Pre-Inquiry Working Group met on the 24 October and involved an overview / briefing on the subject matter. This helped Councillors to be informed about how scrutiny can contribute to improvement and the focus, scale and direction of any inquiry. The Panel agreed to undertake an inquiry and the Terms of Reference were discussed. The inquiry work is on hold pending recruitment of Scrutiny Officer but will start evidence gathering as soon as possible and this could explore, for example

- effectiveness of process & strategy
- value for money / social value
- benefits to local economy
- impact of local procurement on regeneration / jobs
- financial savings to the Council
- collaboration

The inquiry may take up to six months to complete, as it will call for wide ranging evidence, and will lead to a report with conclusions and recommendations that will be presented to Cabinet.

## 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 |                         |
| Regional Working     | 16 Aug 2018      | 11              | 0      | 0        | 15 Oct 2019<br>COMPLETE |
| Natural Environment* | 18 Jul 2019      | 18              | 0      | 2        | tbc                     |
| Equalities           | 21 Nov 2019      | 18              | 0      | 0        | tba July 2020           |

\*this inquiry will be followed up within the work of the new Natural Environment Scrutiny Performance Panel

## 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 meets every month. In January, the Panel looked at the 2nd Quarter Performance Monitoring and the Draft Budget Proposals. At their next meeting on the 19 February, they will carry out pre-decision Scrutiny on the Annual Budget papers that are going to Cabinet on the 20 February.

### b) **Education** (convener: Cllr Lyndon Jones)

This Panel meets every month. In January, they discussed the Annual Education Performance Data including data on educational outcomes of Looked After Children. They will meet twice in February, firstly on 13<sup>th</sup> to look at School Transport and the progress with the 21<sup>st</sup> Century Schools Programme and secondly on the 18<sup>th</sup>, to look at the Annual Budget as it relates to education matters.

### c) **Adult Services** (convener: Cllr Peter Black)

This Panel meets every month. A progress report appears separately in the agenda as Item No. 7.

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

This Panel meets every two months. The panel met on 18 December and received an update on the Regional Adoption Service, the Corporate Parenting Board and Performance Monitoring. There will be

an extra meeting on 18 February to discuss the draft budget proposals. and the next scheduled meeting is on 24 February and will discuss Carers Assessments, progress on Child and Family Improvement Programme and Safeguarding.

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

This Panel meets every two months. The last meeting on 27 January received the usual project update 'dashboard' report, a presentation on the Targeted Regeneration Investment Programme and a presentation on the Digital Village. There will be an additional meeting on 18 February to discuss the draft budget proposals. The next scheduled meeting is on 23 March and as well as the usual 'Dashboard' Report Swansea Vale Development projects will be discussed.

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

This Panel meets quarterly. The last Panel meeting on 16 December focussed on Weed Management, and Air Pollution Control. The next meeting in March (date tbc) will focus on Local Flood Risk Management and follow up on the implementation of recommendations from the Natural Environment Inquiry that were agreed by Cabinet in July 2019.

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

This Panel meets twice yearly. The Panel will focus on action plans associated with Public Services Board objectives, progress and outcomes. The next meeting will take place on 5 February to focus on the Early Years and Live Well, Age Well objectives, hearing from Council and Local Health Board leads.

#### 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**

The Scrutiny Councillor Group met on 27 January 2020, hosted by Powys Council. They

- met with the Chair of the ERW Joint Committee and the Lead Director to discuss progress with reform programme and meeting the national mission for education
- discussed the costed ERW business plan
- spoke to the ERW Lead for Secondary Curriculum and Examinations
- spoke to the ERW Lead for Research and Higher Education Partnerships.

The next meeting takes place on 4 May.



## b) **Swansea Bay City Region**

The Joint Scrutiny Committee met on 15 January in Pembroke to continue its City Deal Programme monitoring. As well as programme monitoring, there was specific discussion on local projects for Carmarthenshire and the Regional Digital Infrastructure Project, and a discussion on Terms and Conditions from UK and Welsh Governments on the release of monies.

The Committee will meet again on 9 March.

## 5. **Working Groups:**

A number of new 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 (in the order shown below) primarily involving discussion with relevant cabinet member(s) / officer(s), and any other persons called, to gather information, ask questions, and give views / raise any concerns.

### a) **Brexit** (convener: Cllr Peter Jones)

This Working Group met on 23 September to enable information, questions and discussion about Council preparedness and resilience; how this is being discussed; what plans / contingencies are being put in place given possible impact, relationship with Wales / UK Government, etc. A letter was sent to the Cabinet Member for Economy & Strategy with the thoughts of the Working Group and a response received – reported to the Committee in November. This issue is being kept in the work programme with a further meeting of the Working Group anticipated post Brexit, when the impact(s) should be clearer.

### b) **Staff Health & Well-being** (convener: Cllr Cyril Anderson)

This will enable information, questions and discussion on how the Council supports members of staff; issues around staff sickness; pressures, etc.

### c) **Road Safety** (convener: Steve Gallagher)

This will enable information, questions and discussion on hot spots; work to improve safety; preventative measures; speed controls; safety of cycling routes; partnership working, etc.

d) **Digital Inclusion** (convener: Cllr Lesley Walton)

This will enable councillors to follow up on the Working Group meeting originally 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 have a discussion around digital transformation, the Council's digital inclusion strategy, and how well prepared both the Council and the public is to use and communicate / engage via digital technology to avoid exclusion / poor access)

# Agenda Item 11



## Report of the Chair

### Scrutiny Programme Committee – 10 February 2020

## Scrutiny Letters

|                                        |                                                                                                                                                                            |
|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Purpose:</b>                        | To ensure the Committee is aware of the scrutiny letters produced following various scrutiny activities, and to track responses to date.                                   |
| <b>Content:</b>                        | 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. |
| <b>Councillors are being asked to:</b> | <ul style="list-style-type: none"><li>• Review the scrutiny letters and responses</li><li>• Make comments, observations and recommendations as necessary</li></ul>         |
| <b>Lead Councillor:</b>                | Councillor Mary Jones, Chair of the Scrutiny Programme Committee                                                                                                           |
| <b>Lead Officer:</b>                   | Tracey Meredith, Chief Legal Officer                                                                                                                                       |
| <b>Report Author:</b>                  | Brij Madahar, Scrutiny Team Leader<br>Tel: 01792 637257<br>E-mail: <a href="mailto:brij.madahar@swansea.gov.uk">brij.madahar@swansea.gov.uk</a>                            |
| <b>Legal Officer:</b>                  | Debbie Smith                                                                                                                                                               |
| <b>Finance Officer:</b>                | 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 **attached** for discussion:

|   | <b>Activity</b>                                     | <b>Meeting Date</b> | <b>Correspondence</b>                                                  |
|---|-----------------------------------------------------|---------------------|------------------------------------------------------------------------|
| a | Committee (Q & A Session)                           | 11 Nov              | Letter to / from Cabinet Members for Children Services                 |
| b | Committee (pre-decision scrutiny - Foreshore Sites) | 8 Jan               | Letter to / from Cabinet Member for Investment, Regeneration & Tourism |

**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 (10 May 2019 - 28 May 2020)

Ave. Response Time (days): 21 (target within 21 days)      % responses within target: 71

| No. | Committee / Panel / Working Group               | Meeting Date | Main Issue(s)                                                                                                             | Cabinet Portfolio                                     | Letter Sent | Response Received | Days Taken | Reported to SPC (if applicable) |
|-----|-------------------------------------------------|--------------|---------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|-------------|-------------------|------------|---------------------------------|
| 1   | Adult Services Performance Panel                | 16-Apr       | Adult Services Improvement Plan and follow up on recommendations in WAO report on commissioning of accommodation services | Care, Health & Ageing Well                            | 13-May      | 22-May            | 9          | n/a                             |
| 2   | Child & Family Services Performance Panel       | 29-Apr       | Performance Monitoring and WG's LA LAC Reduction Expectation                                                              | Children Services - Early Years                       | 14-May      | n/a               | n/a        | n/a                             |
| 3   | Committee                                       | 08-Apr       | Cabinet Member Q & A Session                                                                                              | Better Communities                                    | 03-Jun      | n/a               | n/a        | 08-Jul                          |
| 4   | Schools Performance Panel                       | 02-May       | Joint Schools and Child and Family Services to look at outcomes of LAC                                                    | Education Improvement, Learning & Skills              | 10-Jun      | 01-Jul            | 21         | n/a                             |
| 5   | ERW Scrutiny Cllr Group                         | 03-Jun       | ERW Improvement Programme                                                                                                 | Education Improvement, Learning & Skills              | 24-Jun      | 23-Jul            | n/a        | n/a                             |
| 6   | Service Improvement & Finance Performance Panel | 24-Jun       | WAO Data Use                                                                                                              | Business Transformation & Performance (Deputy Leader) | 04-Jul      | 24-Jul            | 20         | n/a                             |

|    |                                                 |        |                                                                |                                                       |        |        |     |        |
|----|-------------------------------------------------|--------|----------------------------------------------------------------|-------------------------------------------------------|--------|--------|-----|--------|
| 7  | Adult Services Performance Panel                | 20-Jun | Work Programme and correspondence received by convener         | Care, Health & Ageing Well                            | 08-Jul | 26-Jul | 18  | n/a    |
| 8  | Adult Services Performance Panel                | 20-Jun | WAO report on Housing Adaptations                              | Homes & Energy                                        | 08-Jul | 29-Jul | 21  | n/a    |
| 9  | Child & Family Services Performance Panel       | 26-Jun | Cabinet Member Q & A Session and draft work programme          | Children Services - Early Years                       | 10-Jul | n/a    | n/a | n/a    |
| 10 | Committee                                       | 13-May | Cabinet Member Q & A Session                                   | Delivery                                              | 11-Jul | 01-Aug | 21  | 12-Aug |
| 11 | Committee                                       | 13-May | Cabinet Member Q & A Session                                   | Investment, Regeneration & Tourism                    | 12-Jul | 01-Aug | 20  | 12-Aug |
| 12 | Public Services Board Performance Panel         | 04-Jul | Governance Structure and Annual Report                         | Chair of Public Services Board                        | 16-Jul | n/a    | n/a |        |
| 13 | Service Improvement & Finance Performance Panel | 13-May | Commissioning Review Update - Q3 Performance Monitoring Report | Business Transformation & Performance (Deputy Leader) | 25-Jul | 15-Aug | 21  | n/a    |
| 14 | Development & Regeneration Performance Panel    | 17-Jul | WAO Services to Rural Communities                              | Investment, Regeneration & Tourism                    | 30-Jul | 22-Aug | 23  | n/a    |
| 15 | Education                                       | 11-Jul | Dylan Thomas School re: wellbeing                              | Education Improvement, Learning & Skills              | 31-Jul | 05-Aug | 5   | n/a    |

|    |                                                 |        |                                                                                        |                                                       |        |        |     |        |
|----|-------------------------------------------------|--------|----------------------------------------------------------------------------------------|-------------------------------------------------------|--------|--------|-----|--------|
| 16 | Development & Regeneration Performance Panel    | 17-Jul | WAO - LG services to rural communities - Ken Skates                                    | Investment, Regeneration & Tourism                    | 20-Aug |        | n/a | n/a    |
| 17 | Development & Regeneration Performance Panel    | 17-Jul | WAO - LG services to rural communities - Lesley Griffiths                              | Investment, Regeneration & Tourism                    | 20-Aug |        | n/a | n/a    |
| 18 | Committee                                       | 01-Aug | Housing Commissioning Review Progress                                                  | Homes & Energy                                        | 21-Aug | n/a    | n/a | 09-Sep |
| 19 | Development & Regeneration Performance Panel    | 31-Jul | Dashboard Update                                                                       | Economy & Strategy (Leader)                           | 23-Aug | n/a    | n/a | n/a    |
| 20 | Development & Regeneration Performance Panel    | 31-Jul | Transport Update                                                                       | Environment & Infrastructure Management               | 28-Aug | n/a    | n/a | n/a    |
| 21 | Service Improvement & Finance Performance Panel | 19-Aug | Finance Reports                                                                        | Economy & Strategy (Leader)                           | 30-Aug | 18-Sep | 19  | n/a    |
| 22 | Service Improvement & Finance Performance Panel | 19-Aug | Annual Performance Monitoring Report 18/19                                             | Business Transformation & Performance (Deputy Leader) | 04-Sep | 15-Oct | 41  | n/a    |
| 23 | Committee                                       | 12-Aug | Cabinet Member Q & A Session                                                           | Business Transformation & Performance (Deputy Leader) | 09-Sep | 08-Oct | 29  | 11-Nov |
| 24 | Adult Services Performance                      | 30-Jul | West Glamorgan Programme, Performance Monitoring, Financial Outturn, Annual CIW letter | Care, Health & Ageing Well                            | 09-Sep | n/a    | n/a | n/a    |



|    |                                                 |        |                                                                                                 |                                                       |        |        |     |        |
|----|-------------------------------------------------|--------|-------------------------------------------------------------------------------------------------|-------------------------------------------------------|--------|--------|-----|--------|
| 25 | Adult Services Performance Panel                | 20-Aug | Outcomes of re-procurement process - domiciliary care and respite at home                       | Care, Health & Ageing Well                            | 09-Sep | 07-Oct | 28  | n/a    |
| 26 | Committee                                       | 09-Sep | Pre-decision Scrutiny: Enterprise Resource Planning System                                      | Business Transformation & Performance (Deputy Leader) | 11-Sep | 08-Oct | 27  | 11-Nov |
| 27 | Service Improvement & Finance Performance Panel | 16-Sep | Charges                                                                                         | Business Transformation & Performance (Deputy Leader) | 24-Sep | 11-Nov | 48  | n/a    |
| 28 | Child & Family Services Performance Panel       | 28-Aug | Performance Monitoring, Feedback on CIW Inspection Report and CIW Performance Review and Letter | Children Services - Early Years                       | 30-Sep | 05-Nov | 36  | n/a    |
| 29 | Schools Performance Panel                       | 12-Sep | Elective Home Education and performance of FSM pupils                                           | Education Improvement, Learning & Skills              | 01-Oct | 15-Oct | 14  | n/a    |
| 30 | Service Improvement & Finance Performance Panel | 16-Sep | Archive Service                                                                                 | Investment, Regeneration & Tourism                    | 01-Oct | 12-Nov | 42  | n/a    |
| 31 | Natural Environment Performance Panel           | 25-Sep | Natural Environment Overview                                                                    | Delivery & Performance                                | 04-Oct | 22-Oct | 18  | n/a    |
| 32 | Natural Environment Performance Panel           | 25-Sep | Letter to WG (Lesley Griffiths) - Funding for NE issues and penalties in legislation            | Delivery & Performance                                | 04-Oct | 25-Oct | n/a | n/a    |
| 33 | Brexit Working Group                            | 23-Sep | Council's preparedness for Brexit                                                               | Economy & Strategy (Leader)                           | 08-Oct | 22-Oct | 14  | 11-Nov |

|    |                                                 |        |                                                                                        |                                          |        |        |     |        |
|----|-------------------------------------------------|--------|----------------------------------------------------------------------------------------|------------------------------------------|--------|--------|-----|--------|
| 34 | Adult Services Performance Panel                | 24-Sep | Supported Living Developments and Procurement Practice and Assurance                   | Care, Health & Ageing Well               | 14-Oct | 11-Nov | 28  | n/a    |
| 35 | Committee                                       | 09-Sep | Cabinet Member Q & A Session                                                           | Homes, Energy & Service Transformation   | 16-Oct | 29-Oct | 13  | 11-Nov |
| 36 | Adult Services Performance Panel                | 24-Sep | Follow up letter on Supported Living Developments                                      | Care, Health & Ageing Well               | 21-Oct | 01-Nov | 11  | n/a    |
| 37 | ERW Scrutiny Cllr Group                         | 23-Sep | Regional Scrutiny of ERW                                                               | Education Improvement, Learning & Skills | 22-Oct | 09-Dec | n/a | n/a    |
| 38 | Regional Working Inquiry                        | 15-Oct | Impact and follow up                                                                   | Economy & Strategy (Leader)              | 04-Nov | n/a    | n/a | 13-Jan |
| 39 | Schools Performance Panel                       | 17-Oct | Pemclawdd Primary School                                                               | Education Improvement, Learning & Skills | 04-Nov | n/a    | n/a | n/a    |
| 40 | Committee                                       | 14-Oct | Cabinet Member Q & A Session                                                           | Education Improvement, Learning & Skills | 07-Nov | 27-Nov | 20  | 13-Jan |
| 41 | Adult Services Performance Panel                | 29-Oct | Commissioning of Residential Care; Performance Monitoring; AS Transformation Programme | Care, Health & Ageing Well               | 11-Nov | n/a    | n/a | n/a    |
| 42 | Service Improvement & Finance Performance Panel | 21-Oct | Q1 Performance Monitoring                                                              | Delivery & Performance                   | 19-Nov | n/a    | n/a | n/a    |
| 43 | Service Improvement & Finance Performance Panel | 21-Oct | Recycling and Landfill Annual Report                                                   | Environment & Infrastructure Management  | 19-Nov | 20-Nov | 1   | n/a    |

|    |                                                 |        |                                                                                                            |                                          |        |        |     |        |
|----|-------------------------------------------------|--------|------------------------------------------------------------------------------------------------------------|------------------------------------------|--------|--------|-----|--------|
| 44 | Committee                                       | 18-Nov | Pre-decision Scrutiny: Housing Commissioning Review Findings                                               | Homes, Energy & Service Transformation   | 20-Nov | 09-Dec | 19  | 13-Jan |
| 46 | Child & Family Services Performance Panel       | 28-Oct | CAMHS Update; Youth Offending Service; Safe LAC Reduction Strategy                                         | Children Services - Early Years          | 27-Nov | n/a    | n/a | n/a    |
| 45 | Development & Regeneration Performance Panel    | 18-Nov | Dashboard Update and pre-decision: Swansea Central Phase 1 Final Delivery Report                           | Economy & Strategy (Leader)              | 27-Nov | 09-Dec | 12  | n/a    |
| 47 | Natural Environment Performance Panel           | 22-Oct | Public Request for Scrutiny: Gull Nuisance                                                                 | Environment & Infrastructure Management  | 27-Nov | 17-Dec | 20  | n/a    |
| 48 | Schools Performance Panel                       | 14-Nov | Healthy Schools Initiative and the Our National Mission for Education                                      | Education Improvement, Learning & Skills | 28-Nov | n/a    | n/a | n/a    |
| 49 | Adult Services Performance Panel                | 19-Nov | Telecare and community alarms commissioning review; Workforce Development Plan; Improving Performance Data | Care, Health & Ageing Well               | 09-Dec | n/a    | n/a | n/a    |
| 50 | Committee                                       | 11-Nov | Cabinet Member Q & A Session                                                                               | Children Services                        | 23-Dec | 15-Jan | 23  | 10-Feb |
| 51 | Service Improvement & Finance Performance Panel | 09-Dec | Q2 Budget Monitoring, Mid-year Budget Statement                                                            | Economy & Strategy (Leader)              | 02-Jan | 21-Jan | 19  | n/a    |
| 52 | Service Improvement & Finance Performance Panel | 09-Dec | Planning WAO and Planning Annual Report                                                                    | Delivery & Performance                   | 06-Jan | 21-Jan | 15  | n/a    |
| 54 | Committee                                       | 08-Jan | Pre-decision Scrutiny - Foreshore Sites                                                                    | Investment, Regeneration & Tourism       | 09-Jan | 30-Jan | 21  | 10-Feb |

|    |                                                 |        |                                                                                 |                                          |        |        |    |     |
|----|-------------------------------------------------|--------|---------------------------------------------------------------------------------|------------------------------------------|--------|--------|----|-----|
| 53 | Schools Performance Panel                       | 19-Dec | Additional Learning Needs Reform                                                | Education Improvement, Learning & Skills | 10-Jan | 21-Jan | 11 | n/a |
| 55 | Adult Services Performance Panel                | 17-Dec | Carers Assessments; Local Area Coordination                                     | Care, Health & Ageing Well               | 13-Jan |        |    |     |
| 56 | Child & Family Services Performance Panel       | 18-Dec | Regional Adoption Service, Corporate Parenting Board and Performance Monitoring | Children Services - Early Years          | 20-Jan |        |    |     |
| 57 | Service Improvement & Finance Performance Panel | 20-Jan | Draft budget proposals                                                          | Economy & Strategy (Leader)              | 29-Jan |        |    |     |
| 58 | Service Improvement & Finance Performance Panel | 20-Jan | Quarter 2 Performance Monitoring                                                | Delivery & Performance                   | 29-Jan |        |    |     |
| 59 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 60 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 61 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 62 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 63 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 64 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 65 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 66 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 67 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 68 |                                                 |        |                                                                                 |                                          |        |        |    |     |
| 69 |                                                 |        |                                                                                 |                                          |        |        |    |     |



**To/  
Councillors Elliott King & Sam  
Pritchard  
Cabinet Members for Children  
Services**

**BY EMAIL**

cc Cabinet Members

*Please ask for:  
Gofynnwch am:*

*Direct Line:  
Linell Uniongyrochol:*

*e-Mail  
e-Bost:*

*Our Ref  
Ein Cyf:*

*Your Ref  
Eich Cyf:*

*Date  
Dyddiad:*

Scrutiny

01792 637257

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SPC/2019-20/9

23 December 2019

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Members following the meeting of the Committee on 11 November 2019. It is about Flying Start, Child Poverty, Safeguarding, NEETS Reduction, UNCRC, Play Opportunities, CAMHS, and Youth Offending Service.

Dear Councillor,

### **Cabinet Member Question Session – 11 November**

Thank you for attending the Scrutiny Programme Committee on 11 November 2019 and answering questions on your work as Cabinet Members for Children Services. We also thank the Head of Child & Family Services, Julie Thomas, and Partnership and Commissioning Manager, Jane Whitmore, for their support and contributions to the session.

We appreciate you providing a written paper in support of your appearance at November's Committee meeting. The Q & A session gave us an opportunity to explore priorities and achievements in relation to your areas of responsibility. We also acknowledge receipt of your additional paper, which provided some additional information in response to some of the questions raised with you.

We are writing to you to reflect on what we learnt from the discussion, and share the views of the Committee, and highlight any outstanding issues / actions for your response. The main issues are summarised below:

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**  
**SWANSEA COUNCIL / CYNGOR ABERTAWE**  
GUILDHALL, SWANSEA, SA1 4PE / NEUADD Y DDINAS, ABERTAWE, SA1 4PE  
[www.swansea.gov.uk](http://www.swansea.gov.uk) / [www.abertawe.gov.uk](http://www.abertawe.gov.uk)

I dderbyn yr wybodaeth hon mewn fformat arall neu yn Gymraeg, cysylltwch â'r person uchod  
To receive this information in alternative format, or in Welsh please contact the above

## **Flying Start**

We noted that during 2018-19, almost 3,000 children participated in the Flying Start 'early years' programme in Swansea. You were asked whether the programme was considered a success, and whether there was a shared understanding across the authority of what the programme was aiming to achieve, with the right outcomes being tracked to assess success. The Committee was also interested in how local performance compared with other across Wales.

We heard that research points to a range of educational and social benefits, when looking at the quality of interactions and their impact on child development. You referred to University commissioned evaluation of Flying Start and annual quality assurance of Flying Start settings, which considers Flying Start in Swansea to be good practice. Nevertheless, there were areas for improvement. You mentioned positive impacts in relation to the issue of low birth weight, and support for young mothers, but the impact on an issue like school attendance was not clear.

Your written report to the Committee provided some indication of performance during 2018-19:

- Average childcare attendance for the Flying Start programme - 79%.
- 29% of children reached or exceeded their speech and language milestones on childcare entry and 61% of children reached or exceeded their speech and language milestones on childcare exit.
- Just over 40% of children achieved 'Gold' in Personal & Social Development on childcare entry and 72% of children achieved 'Gold' in Personal & Social Development on childcare exit.
- 143 families attended a Flying Start Parenting group and 370 people attended a drop in session

You were pleased with the extent of understanding across the Council, and pointed to collaborative working across departments to support the programme, for example between education, social services and housing e.g. transition to foundation phase, and inclusion of the new council houses in Penderry within Flying Start.

You told us that there is a national annual report on Flying Start published by the Welsh Government, which provides a statistical overview of how the programme is working, however you felt there were limitations in the breakdown of information and how it captured performance, and questioned whether it enabled effective comparisons to be made with other local authorities.

We noted that a Commissioning Review will be underway that will include a focus on elements of Flying Start activity in Swansea and will, amongst other things, address any current issues, such as the number of health visits / face-to-face contacts which are down on the previous year.

Committee Members acknowledged the benefits of the programme but limited coverage across Swansea, which meant that some children and families in Swansea who might benefit did not have the opportunities to do so. We would welcome expansion of the programme but understood it was currently targeted to specific areas according to Welsh Government guidance and funding. One of the issues however around identifying areas according to postcodes was that not all children that will be attending the same school may have had access to the Flying Start programme, and perhaps areas targeted may be better based on catchment areas instead.

We discussed the challenge therefore of creating new opportunities around early years, outside of the national programme, and smarter working that can stretch resources across all areas of Swansea, particularly around health visiting and parenting support. You undertook to provide more information in writing on the framework for parenting support.

It is clear however that significant improvement in early years support e.g. expansion of the child care element of Flying Start, will require an injection of additional funding. We also recognised the contribution other organisations are playing in early years, such as Faith in Families a recipient of Communities First Legacy Funding.

### **Child Poverty**

Given the predicted increases in child poverty, which we are already seeing in evidence as Universal Credit rolls out, we asked whether you felt satisfied with the council's benefit take-up / money advice / benefits advice offer to families with young children.

You recognised the scourge of child poverty in our society and expressed concern about Universal Credit and the effects of austerity, and impact on families not just in Swansea but across the UK. You told us that despite limited resources, the Council was making a good effort to identify families and helping them to maximise their income by getting the right advice and taking advantage of relevant schemes, e.g. child care offer, employability support, targeted financial inclusion support etc. You praised the efforts of the Council's Welfare Rights Team in working with those in need and providing appropriate advice based on family circumstances, whether in or out of work, and resolving issues around Universal Credit which we heard can be very time consuming.

We also discussed issues around the gap between the national minimum wage and an acceptable 'living wage' that may be keeping people in poverty.

## **Safeguarding**

We referred to recent press regarding private sector care homes and allegations of abuse, and sought assurance about preventing such a situation in Swansea.

You clarified that private care homes were not subject to council regulation but subject to registration, robust inspection and review by the Care Inspectorate Wales, in order to provide service. We noted your confidence in the Inspectorate to help prevent any poor practice in relation to looking after children. You assured the Committee that no children would be placed in homes that were not properly regulated or checked for quality. You added that all children had regular reviews and advocacy, which should pick up on any concerns raised about their care provider.

We also discussed the situation of children from out of county being looked after in Swansea and arrangements for education e.g. mainstream or on-site specialist provision, depending on needs.

## **NEETS Reduction (Not in Education, Employment or Training)**

You reported that the Council and its partners have made good progress in term of reducing the number of young people who are NEET since 2008, until fairly recently. The proportion of Year 11 school leavers who were NEET in Swansea fell from 5.8% in 2008 to 2.2% in 2017. We know from other sources that the figure for 2018 is 2.5%. We heard there were difficulties in relation to performance information on NEETS and comparison with others, who are not necessarily measuring on a like-for-like basis.

We asked why we have seen a slowdown and noted your response that numbers have not decreased any further due to the complex needs of a core group of NEETs who are either 'not available' or 'not ready' to enter employment or training and require a personalised package of support.

You agreed with us that it would be useful to know whether there was any correlation between NEETS and Flying Start and the importance of tracking children and young people as they progress from early years through schooling and beyond. We noted that work with NEETS will be part of a Commissioning Review and the issue of tracking can be covered in that review.

We noted that 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. You reported that this includes ring-fenced opportunities through the Council's apprenticeships programme. We were interested to know more about what these plans mean in practice and the sort of specific support that was likely to



be provided for care leavers. You agreed to respond in writing to this and other points raised in the discussion.

### **The United Nations Convention on the Rights of the Child (UNCRC)**

We asked whether you felt that our position as a council, having adopted the UNCRC and declared a climate emergency, was adequately reflected in the work undertaken in Swansea schools to become more 'rights respecting' or 'eco' aware.

You talked about the range of activities in schools, including the work of Eco-Committees that encourage environmental action and emphasis on the education of sustainable development and global citizenship. We also noted that children and young people are discussing climate change and biodiversity issues in schools, showing a good level of awareness and understanding, possibly inspired by people like Greta Thunberg.

You added that the promotion of the UNCRC and respecting rights places importance on the pupil voice. We heard that consultation and engagement activities with children and young people, such as the Council-organised 'Big Conversation' shows increasing awareness of environmental issues and their importance to them, such as plastic reduction, and being pro-active in addressing these issues. You felt this positive outcome was a direct result of the rights work and promotional activities over the last few years within schools.

We also had an interesting discussion about the effect of the UNCRC and rights scheme on pupil behaviour, and whether there were any negative effects from children becoming more rights aware. You refuted any suggestion that this was, in any way, linked to misbehaviour and stressed that rights came hand in hand with respect and children would have a greater respect for the rights of others. If anything, you felt that this should be improving pupil behaviour in schools both with each other and with teachers.

The Committee looks forward to reviewing the Children & Young People Rights Scheme Annual Progress Report in due course.

### **Play Opportunities**

The Committee asked about your portfolio responsibilities in relation to 'play opportunities'. You talked about the work within the Council in providing play provision, e.g. community playbus and other outreach work provided by the Council's Children's Play Team, as well as the requirement on the Council to carry out a play sufficiency assessment every three years and develop an action plan. We noted that the third Play Sufficiency Assessment for Swansea was completed in March 2019.

You reported that the Play Sufficiency Assessment involved ranking Swansea's play provision across 9 'matters' or areas in relation to meeting diverse needs, access to play, space, infrastructure, design, engagement and impact on key Council policies. It also takes into account the views of children and young people, parent/carers, professionals and the general public. You told us that out of 93 indicators, the Assessment showed that 51 indicators were fully met, 41 indicators were partially met and 1 area was unmet, representing a series of improvements compared to the previous Play Assessment in 2016. There was some discussion about the provision of Council play facilities across Swansea and fairness, e.g. absence of facilities in some areas including Gower. You also referred to a successful National Play Day celebrated in August at Swansea's Waterfront Museum by children and their families.

We asked about the public availability of the latest Play Sufficiency Assessment, which you agreed to share.

In the Q & A session last year we asked about the provision of Play Therapists in Swansea. Could you confirm whether there has been any increase in provision over the last year?

### **Child and Adolescent Mental Health Services (CAHMS)**

Following the Scrutiny Inquiry into CAMHS and follow up last year, it was agreed the ongoing monitoring should be carried out by the Child & Family Services Scrutiny Performance Panel. We referred to the Performance Panel meeting which took place at the end of October with both Council and Local Health Board representatives. Panel Members were encouraged by the presentation given by the Health Board on improvement to service however there were still concerns about access to CAMHS. You felt that any specific examples of difficulty in accessing CAMHS should be raised directly with the Health Board.

You appreciated the continued focus within scrutiny on CAMHS and stated that CAMHS were working towards a single front door model, which would then provide entry to the appropriate level of service and support. You advised that this was work in progress and welcomed the Panel's monitoring to keep track of progress.

### **Youth Offending Service**

We asked you about progress since the Youth Offending Service was brought back in-house. We heard that you were pleased with the transformation of the Service, acknowledging that improvements were necessary. You referred to recent meeting of the Youth Justice Board and feeling expressed within the Board about a positive change in culture and things moving in the right direction.

We noted that an improvement programme and plan has been sent to Welsh Government Minister, but you stressed that there was still a long way to go. However, improvements in the ability to integrate with other services and development of wrap around / holistic support were in progress.

We asked about reoffending rates and support available for reoffenders. We noted that it was a problematic indicator but involved a very small cohort of young people who were involved in re-offending behaviour, but there was a statutory responsibility to support the most vulnerable young people.

### **Portfolio Responsibilities**

We referred to the list of portfolio responsibilities and asked for some clarity on the scope and meaning of portfolio topic 'Opportunities for Young People'. We were told that this was embedded across the whole portfolio as needs differed for different groups of young people. The Committee considered it perhaps superfluous to the list of responsibilities, given its vagueness.

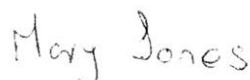
### **Your Response**

In your response we would welcome your comments on any of the issues raised in this letter. We would be grateful, however, if you could specifically refer to the following:

- In relation to Flying Start, provide more information on the framework for parenting support;
- In relation to NEETS Reduction, we were interested to know more about the plans for Looked After Children / Care Leavers and the type of specific support that is likely to be provided, as well as any other measures to reduce NEETS; and
- In relation to Play Opportunities:
  - please share / signpost us to the latest Play Sufficiency Assessment.
  - confirm whether there has been any increase in Play Therapy provision over the last year.

Please provide the response to this and any other comments about our letter by 13 January. A single co-ordinated response letter would be appreciated. We will then include both letters in the agenda of the next available Committee meeting. We will arrange to follow up on portfolio developments and invite you both to a future Committee meeting in due course.

Yours sincerely,



### **COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

✉ [cllr.mary.jones@swansea.gov.uk](mailto:cllr.mary.jones@swansea.gov.uk)

**Councillor Mary Jones**  
**Chair, Scrutiny Programme Committee**

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*Our Ref:* EK/HS  
*Your Ref:*  
*Date:* 15 January 2020

Dear Cllr Jones

Thank you for your letter dated 23 December 2019. Please find response below.

**In relation to Flying Start, provide more information on the framework for parenting support;**

Parenting Support in Swansea is co-funded from both Flying Start and Families First Programmes to ensure a Swansea wide offer of parenting provision regardless of age or geographical area. The outreach element of Flying Start provides parenting provision for families with children aged 0-4 living outside of Flying Start areas.

For Flying Start entitlement and any parenting outreach, the offer of support is determined by the needs identified in through referrals to ensure that the support is provided and a timely response matched to the individual needs of parents facing challenges in their parenting. As a service we offer families a pathway of support in line with the family support continuum of need. The three categories of support are as follows:

*Family Advice and Support (Drop in)*

These provide the families with an opportunity to explore any difficulties they are facing in one of the many settings across Swansea. As a service we promote the inclusion of both parents attending these sessions wherever possible, exploring the needs of the family and assessing motivation to change.

*Group Support Programmes*

The aim of group support through accredited programmes, is to achieve resilience and motivation as well as enhancing parenting skills, self-esteem and managing children's behaviour.

*One to one support (Family Support)*

The more intensive offer of one to one support enables the family to identify a plan that will help address issues impacting on their ability to parent positively. The emphasis continues to be on achieving and building resilience factors, whilst assessing motivation and developing problem solving skills using a solution focused approach.

**In relation to NEETS Reduction, we were interested to know more about the plans for Looked After Children / Care Leavers and the type of specific support that is likely to be provided, as well as any other measures to reduce NEETS;**

The Children's Commissioner's publication 'Hidden Ambitions '(February 2017) set out "*Wales' commitment to young people leaving care.*" The document highlights that care leavers need the same sort of opportunities, assistance and support that all parents try to give their children as they start to make their way in the world.

Hidden Ambitions calls for local authorities to place '*more focus*' on developing young people's skills for independence. "*Local Authorities should be like large Family Businesses in terms of their role as Corporate Parents of looked after young people. They should be prepared to offer all of the children under their care bespoke access to training and job opportunities in their many areas of employment.*"

It is our intention to realise this ambition through positive action and arrangements, making better use of available resources both within and outside of the local authority. This will be explored through a pilot for our Looked After Children/Care Leavers utilising a partnership between the following agencies:

- Social Workers (Swansea Council)
- Young Persons Advisors (Barnardo's)
- Cam Nesa Post16 Lead Workers (Swansea Council ESF)
- Working Wales Careers Advisors (WG)
- Welsh Government Work Based Learning Provider (Private Sector)
- Swansea Working & Beyond Bricks and Mortar (Swansea Council)
- All Local Authority Departments

Communities First Legacy funding will provide an eight week pilot programme, split into two blocks of four weeks (Phase One and Phase Two) of skills development for identified young people. The aim of the programme is to broaden aspirational goals through building confidence, and increasing motivation to work.

Phase one of this pilot programme will concentrate on the interests, abilities and needs of each learner. This phase will also consider independent living skills, and incorporate elements of work skills such as 'budgeting when working', and 'what employers want'. Throughout Phase One partners will work collaboratively to identify and overcome challenges/obstacles, whilst sharing and learning good practice.

In Phase Two, learners will consider requirements of the work place and prepare for work experience opportunities. Swansea Working and Beyond Bricks and Mortar colleagues will source opportunities within the local authority departments to provide real time workplace experiences for learners.

Working Wales staff and local Work Based Learning providers will help extend this experience through Welsh Government funded provision such as Traineeships\* and Apprenticeships. (Traineeships are fully funded non-employed opportunities for under 18's, whilst Apprenticeships are employed opportunities that require departmental contribution).

This pilot is a great opportunity to support our leaving care population to take steps towards becoming economically active and stable, whilst also benefiting Local Authority departments by providing a workforce to meet their medium and long-term responsibilities.

We currently in the process of identifying the cohort of 6 to 8 young people to start the pilot programme which will then be evaluated to inform further work.

**In relation to Play Opportunities:**

**- please share / signpost us to the latest Play Sufficiency Assessment.**

Under the Child & Families (Wales) Measure 2010, each Local Authority is required to undertake a Play Sufficiency Assessment every three years. The 2019 Assessment reports on a series of RAG graded measures as well as consultation and engagement with service users and partners. The Assessment details what is going well in Swansea and what areas will require work over the next 3 years. This was approved by Cabinet on the 18<sup>th</sup> July 2019. Details can be found at the following link:

<https://democracy.swansea.gov.uk/mglIssueHistoryHome.aspx?IId=33429&LLL=0>

**- confirm whether there has been any increase in Play Therapy provision over the last year.**

We do not specifically capture the specific spend on play therapy. However the overall spend on therapy has increased year on year and an internal therapy team has been in place for two years, consisting of a Psychologist, and three therapists. One of the therapists has undertaken specialist play therapy training. In addition the post adoption support service is now in place, and again this can offer a wide range of therapeutic support to our most vulnerable children.

Yours sincerely

A handwritten signature in black ink, appearing to be 'EJ King', with a long horizontal stroke extending to the right.

**Y Cynghorydd/Councillor Elliott J King**  
**Aelod Y Cabinet dros Wasanaethau Plant/ Cabinet Member for Children's Services**  
**(Early Years)**

A handwritten signature in black ink, appearing to be 'Smp', with a long horizontal stroke extending to the right.

**Y Cynghorydd/Councillor Sam Pritchard**  
**Aelod y Cabinet dros y Gwasanaethau Plant (Pobl Ifanc)/Cabinet Member for**  
**Children's Services (Young People)**

## **Additional Written Paper Submitted by Cabinet Members for Children Services – Scrutiny Programme Committee Q & A Session 11 November**

### **Is Flying Start in Swansea generally considered to be a successful programme?**

There are elements of the Flying Start programme in Swansea are considered to be sector leading and a great deal of research evidence which points to the educational and social benefits for children and society, particularly for children from disadvantaged areas, of good quality provision in the early years.

In 2016 Swansea Flying Start participated in the University Wales Trinity St David's Pilot of the Sustained Shared Thinking and Emotional Well-being tool (SSTEWE) within childcare. The tool has enabled us to ensure the quality of staff interaction and evaluate its impact on improving children's development. It has also enabled us to assess the impact of training in relation to its application within day to day practice. The SSTEWE tool is now used annually as a quality assurance tool for Swansea FS settings. The data allows identification of areas for development and also facilitates the creation of individual action plans for settings.

The framework for parenting and engagement of fathers nationally has been modelled on practice that was established in Swansea.

The model of delivery and services in Swansea are based on research and considered to be good practice and successful within the programme, however we must continue to look to the future and further refine/develop the programme based on local and National need.

### **Does the Cabinet Member feel that there is a shared understanding across the authority of what the programme is aiming to achieve, and with that in mind, that the right outcomes are being tracked through Flying Start to assess success?**

Further work is required to understand the programme across the authority; to address this there are commissioning reviews planned regarding elements of the programme that are ongoing.

However there are many examples of collaboration with the Flying Start Programme across multiple council departments with the aim of giving children & families a "Flying Start" in life.

- Joint meetings are regularly held with all programme representatives across the overarching Flexible Funding agenda.
- Wherever possible, links are made across Council departments to integrate resources and plan together. The Families First programme works closely alongside the Flying Start programme joint commissioning services for families Swansea wide.
- Links are made with Education with joint training joint training facilitated between Flying Start settings and Nursery teachers in Foundation Phase to promote good practice in transition arrangements between the Flying Start settings and Foundation Phase nursery settings.
- Following the building of new Council Houses in Penderry, communication between the Housing Department & Flying Start enabled a proposal to be put forward to



Welsh Government to approve the new postcode attributed to the area as part of the Flying Start catchment area for Portmead. This proposal has since been approved by Welsh Government.

Following changes to the Health Visiting element of the programme, there is work ongoing nationally to change the outcome framework for Flying Start.

With regards to local tracking of outcomes to assess success within the programme we regularly review performance via multi-agency Quality Assurance meetings within settings and monitoring of KPI's.

With regard to tracking outcomes to assess success, from a National perspective Swansea has played an active role in the Welsh Government pilot data linking project. The emerging findings suggest in Swansea:

- A possible positive impact of Flying Start on low birth weight and births to teenaged mothers.
- No impact on overall A&E attendances. However further analyses will be carried out in future releases looking at types of A&E attendances.
- A possible 'protective effect' of Flying Start on hospital admissions.
- A possible positive impact of Flying Start on primary school absences.
- A possible positive impact of Flying Start on unauthorised primary school absences.

### **How does local performance compare to Wales-wide?**

Although there is an annual publication by Welsh Government to provide a statistical overview of how the programme is working, it only reflects certain datasets.

It doesn't show the breakdown of differences to services in each Local Authority to meet local need/demand. As an example, the parenting service in Swansea is jointly commissioned by both Flying Start & Families First to make the offer a Swansea wide service. The parenting programme operates a drop in service, group and 121 intervention, offering support to families based on the continuum of need; however the statistical bulletin only reflects the group work aspect of the programme and not the bespoke one-to-one sessions or informal drop-in sessions.

Childcare attendance data is collated nationally; however the Welsh Government will not benchmark performance due to the variances in approaches across Wales.

Compared to previous years Health Visitor numbers were a challenge during 18/19, with sickness & vacancies affecting performance. The Health Services Commissioning review will be tasked with looking at this in further detail.

**Do the Cabinet Members feel that our position as a council, having adopted the UNCRC and declared a climate emergency, is adequately reflected in the work undertaken in Swansea schools to become more "rights respecting" or "eco" aware?**

Schools ECO committees and the contributions to improving school environments, both natural and learning, are incorporated into Right Respecting Schools assessments, and children are clearly able to link their ECO work to their rights.

There is a link through the focus that Rights Respecting Schools Award places on Education for Sustainable Development and Global Citizenship (ESDGC) and global rights, and on that of pupil voice, where the topic of the climate emergency may have been discussed.

In primary School Big Conversations, the number one topic is plastic reduction, and we saw, during the climate strikes in Swansea, children take command of the Council Chamber in an attempt to claim their rights to a clean, healthy and just environment for them to grow up in.

**Given the predicted increases in child poverty, which we are already seeing in evidence as Universal Credit rolls out, do the Cabinet Members feel satisfied with the council's benefit take-up/money advice/benefits advice offer to families with young children?**

Significant efforts are being made with limited resource to target families with young children to maximise their income, for example, through the targeting of the Welsh Government's Child Care Offer, employability support, benefit take-up information and targeted financial inclusion support.

The Early Intervention Services through Families First, support parents and carers and 81% have reported that their financial situation has stabilised and improved. The Welfare Rights team train support workers who work with families with young children. In the last 18 months they have trained support staff from; BAWSO, Domestic Abuse Hub, Health Visitors, Barnardos, TAF, Young People Services, Jigso, Action for Children, Family Housing and SYSHP. They continue to provide the Welfare Rights Advice Line and have dealt with 375 enquiries from support workers in the last six months (April – Sept). Through the Legacy Fund we employ a Financial Inclusion officer who is providing budgeting, benefits and financial inclusion support to citizens in targeted areas (old C1st).

The Council commission Citizens Advice to provide advice and information and they are supporting families with take-up, money and benefit advice.

The Council also facilitates partnership groups including the Financial Inclusion Steering Group and Swansea Poverty Partnership Forum, both of which bring partners together to identify key local issues and opportunities to collaborate and maximise the wider resource availability in Swansea.

Council services specifically focussed on supporting financial inclusion are limited. The Financial Inclusion Commissioning Review is seeking to ensure that available resources are having the maximum positive impact on low income households and those experiencing poverty, and for staff across the county to be proactive in identifying need

and ability to provide guidance, signpost and refer people to the most appropriate support available. The approach requires services across the council to be able to play their part in promoting financial inclusion at every opportunity.

The Council have also secured a Coordinated Crisis Support project, a national pilot of four Local Authorities to ensure coordinated support for citizens in financial crisis. This will support the work of the commissioning review and strengthen a coordinated approach of financial inclusion support.



**To/  
Councillor Robert Francis-Davies  
Cabinet Member for Investment,  
Regeneration & Tourism**

**BY EMAIL**

cc: Cabinet Members

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Linell Uniongyrochol:*

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Scrutiny

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SPC/2019-20/10

09 January 2020

Summary: This is a letter from the Scrutiny Programme Committee to the Cabinet Member for Investment, Regeneration & Tourism following the meeting of the Committee on 8 January 2020. It is about a proposed cabinet decision on Foreshore Sites – Public Consultation and Procurement Responses Summary and Next Steps.

Dear Councillor Francis-Davies,

**Pre-decision Scrutiny of Cabinet Report:  
Foreshore Sites – Public Consultation and Procurement Responses  
Summary and Next Steps**

The Scrutiny Programme Committee met on 8 January to consider the report that you intend to present to Cabinet on 9 January, and give a view on the proposed decision.

We thank you and the report authors, Geoff Bacon and Lewis Hinds, for attending our Committee meeting yesterday, to present the report and respond to questions. The Committee also benefited from the advice of relevant officers, and hearing from local ward members and a number of members of the public.

It is clear from the report that the possible development of the seafront has generated a lot of public interest and is a topic that many people have conflicting views on. Cabinet should of course pay due regard to these views, and having held a discussion yesterday on the cabinet report what follows is the view of the Scrutiny Committee. This is our perspective on the proposed decision based on the information seen, and views heard.

**OVERVIEW & SCRUTINY / TROSOLWG A CHRAFFU**  
**SWANSEA COUNCIL / CYNGOR ABERTAWE**  
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I dderbyn yr wybodaeth hon mewn fformat arall neu yn Gymraeg, cysylltwch â'r person uchod  
To receive this information in alternative format, or in Welsh please contact the above

We noted that the immediate decision before Cabinet is to formally withdraw any further consideration of development of the West Cross site, proceed with 'disposal' of the site at Langland and marketing to invite development proposals, and undertake further investigation on the potential development of the other three sites. We acknowledged that these are early stages in the development process and much work remains before detailed proposals are before the Council, and that no development was guaranteed at this stage.

We also noted the Council's dependency on private investment and development in improving the foreshore and services for local people and tourists and enhancing the Bay, to raise income for the Council, whilst being sympathetic to the natural environment. It was clear that the financial benefits were unknown at this stage as exact amounts of potential capital receipts and rental income will be dependent upon market interest.

**Cabinet should:**

1. Ensure that Council / community ownership of each site is maintained for future generations, not sold off to private developers but leased, making full use of planning provisions (including S. 106 agreements) and developer contributions in the provision of public facilities.
2. Ensure that public access is maintained, and not reduced, at each foreshore site in any potential development. For example, we would not want to see any loss of free public access such as at the Blackpill Lido. Complementary and additional facilities should be sought to improve the area.
3. Ensure that no development results in a reduction in current facilities / services at each site e.g. new public toilet facilities being equal or greater than current provision / capacity. Any development should add to and enhance public facilities and should not compromise the achievement of Blue Flag status.
4. Have regard to disquiet around the Land at the Skate Ramp - whether it is suitable for the development of a large-scale skate ramp, despite clear support for an enlarged facility within the area. We are aware that Mumbles Community Council is in the process of submitting a full planning application for their skate park. Opinion was expressed to the Committee that perhaps an independent review was necessary of all possible sites within the relevant area to ensure the best location is identified. However, some people disputed whether the provision of car parking, shop or public toilets were essential to development at the site, or concerns about the proximity to the main road and possible impact on traffic, safety and enjoyment of views. We note there will be further discussion with the Community Council about their plans, and necessary due diligence to ensure that the proposal is practical and sustainable in the long term.

5. Note some disquiet around adequacy of tennis court provision at Langland should development proceed, and clarify any intention to dispose of a further tennis court when advertising the site, additional to the area marked out (shown in Appendix A of the cabinet report) when the PIN notice was originally published in May. We heard views that the retention of at least four tennis courts would represent adequate provision and be important to successfully run competitions and attract prestigious tennis tournaments. This should not preclude the Council temporarily using any of these courts for building stores etc. when development is taking place. Cabinet could also be more specific about the facilities that it would want to be delivered at the site, e.g. Changing Places toilet, beach changing / shower facilities, type of leisure facilities etc.
6. Be cautious about the scale of any development at Sketty Lane Car Park and Blackpill Lido. The Committee would be concerned at any large-scale development at these sites. Furthermore, due regard must be given to the designation of Blackpill beach as a Site of Specific Scientific Interest. We would hope that all factors, including environmental impacts, are considered alongside the economic or monetary value of development proposals.
7. Have regard to existing or previous tourism and development strategic plans so that the Council does not spend more money on further work / investigations where ideas have been worked up previously or may have been dismissed following exploration by the Council.
8. Ensure the transparency of future decision-making regarding seafront development that is open to councillor and public scrutiny. We would seek clarity in relation to Recommendation 6 of the cabinet report. What is meant by 'further decisions to progress are to be delegated..'? Will Cabinet not have a further role to play in approving development of the four sites? If it will, what sort of decisions will be delegated? Furthermore, it is important that local ward members are fully engaged in the progress of these sites and that it can be further scrutinised by our Committee.

Cabinet should consider the views of the Committee before making its decision, and provide explanation for any rejection of views expressed. I will attend the Cabinet meeting on 9 January to feedback the Committee's views as contained in this letter.

### **Your Response**

We hope that you find the contents of this letter useful and would ask you to write back by 30 January to confirm the decision of Cabinet and response to the points and questions raised.

We can follow up on progress with you when we see you in March for a Committee Q & A Session.

Yours sincerely,

Mary Jones

**COUNCILLOR MARY JONES**

Chair, Scrutiny Programme Committee

✉ [cllr.mary.jones@swansea.gov.uk](mailto:cllr.mary.jones@swansea.gov.uk)



**Cllr Mary Jones**  
**Chair, Scrutiny Programme Committee**

**BY EMAIL**

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*Our Ref:* RFD/HS  
*Your Ref:*  
*Date:* 30 January 2019

Dear Cllr Jones

**Pre-decision Scrutiny of Cabinet Report – Foreshore Sites**

Thank you for your letter dated 9 January 2020.

I can confirm that Cabinet approved the Foreshore Sites – Public Consultation and Procurement Responses Summary and Next Steps report on the 9 January 2020.

The contents of your letter are noted and the specific points made will influence future actions. However, the Land Transaction Procedure Rules within the Council Constitution set out how decisions have to be made. The next steps will involve ward member consultation and Cabinet decisions if the rules require.

Yours sincerely

**Y CYNGHORYDD/COUNCILLOR ROBERT FRANCIS-DAVIES**  
**AELOD Y CABINET DROS FUDDSODDI, ADFYWIO A THWRISTIAETH**  
**CABINET MEMBER FOR INVESTMENT, REGENERATION & TOURISM**





# Agenda Item 12

## **Audit Committee Work Plan (For Information)**

This report provides the Audit Committee work plan for 2019/20.

This information is provided to help develop the relationship between scrutiny and the Audit Committee, aiming to ensure:

- mutual awareness and understanding of the work of scrutiny and audit committee
- respective work plans are coordinated and avoid duplication / gaps
- a clear mechanism for referral of issues, if necessary

The Scrutiny Work Programme is also reported to the Audit Committee.

At least once a year respective chairs will attend the committee in order to discuss work programmes and effectiveness.

## Audit Committee Plan 2019 – 2020

| Terms of Reference     | Report Title                                                                                                   | Report Summary                                                                                                                                                                                                                                            | Report Author   | Date of Meeting |
|------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|
| Internal Audit         | <b>Cleansing Service - Final Internal Audit Report 2019-2020.</b>                                              | Update report following Moderate Audit report.                                                                                                                                                                                                            | Jeremy Davies   | 29 Jan 2020     |
| Internal Audit         | <b>Disclosure and Barring Service - Final Internal Audit Report 2019-2020.</b>                                 | Report following Moderate Audit Report                                                                                                                                                                                                                    | Sian Williams   | 29 Jan 2020     |
| Internal Audit         | <b>Foreshore &amp; Lettings - Final Internal Audit Report 2019-2020.</b>                                       | Update report following Moderate Audit report.                                                                                                                                                                                                            | Jamie Rewbridge | 29 Jan 2020     |
| Internal Audit         | <b>Internal Audit - Recommendation Follow-Up Report - Quarter 2 2019/20.</b>                                   | This report provides committee with the status of the recommendations made in those audits where the follow-up's has been undertaken in Q2 2019/20, to allow the Audit Committee to monitor the implementation of recommendations made by Internal Audit. | Simon Cockings  | 29 Jan 2020     |
| Internal Audit         | <b>Internal Audit Annual Plan 2019/20 - Monitoring Report for the Period 1 July 2019 to 30 September 2019.</b> | This report shows the audits finalised and any other work undertaken by the Internal Audit Section during the period 1 July 2019 to 30 September 2019.                                                                                                    | Simon Cockings  | 29 Jan 2020     |
| Governance & Assurance | <b>Chair of Scrutiny Programme Committee.</b>                                                                  | Chair of the Scrutiny Programme Committee to provide a report on the work of scrutiny for the Municipal year 2018-19 and highlighted scrutiny activities planned for 2019/20.                                                                             | Brij Madahar    | 11 Feb 2020     |

**Audit Committee Plan**  
**2019 – 2020**

| <b>Terms of Reference</b>     | <b>Report Title</b>                                                                       | <b>Report Summary</b>                                                                                                                                                                                                                                     | <b>Report Author</b> | <b>Date of Meeting</b> |
|-------------------------------|-------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|
|                               | <b>Governance Group Update Report.</b>                                                    | Update report from the newly formed Governance Group.                                                                                                                                                                                                     | Adam Hill            | 11 Feb 2020            |
| Internal Audit                | <b>Internal Audit Recommendation Implementation Quarter 3 Report.</b>                     | This report provides committee with the status of the recommendations made in those audits where the follow-up's has been undertaken in Q3 2019/20, to allow the Audit Committee to monitor the implementation of recommendations made by Internal Audit. | Simon Cockings       | 11 Feb 2020            |
| Internal Audit<br>Page 137    | <b>Internal Audit Annual Plan Methodology Report 2020/21.</b>                             | This report provides a briefing to the Audit Committee on the methodology used to prepare the Internal Audit Annual Plan in advance of the Annual Plan 2020/21.                                                                                           | Simon Cockings       | 11 Feb 2020            |
| Risk Management & Performance | <b>Overview of the Overall Status of Risk - Quarter 3 2019/20.</b>                        | The report presents an overview of the status of risk in the Council during Quarter 3 2019/20 to provide assurance to the Committee on the operation of the risk management policy and framework within the Council.                                      | Richard Rowlands     | 11 Feb 2020            |
| Risk Management & Performance | <b>Presentation - Update on Internal Control Environment (Including Risk Management).</b> | Presentation - Director of Place.                                                                                                                                                                                                                         | Martin Nicholls      | 11 Feb 2020            |

## Audit Committee Plan 2019 – 2020

| Terms of Reference     | Report Title                                                                                                               | Report Summary                                                                                                                                           | Report Author  | Date of Meeting |
|------------------------|----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------|
| Financial Reporting    | <b>Trusts &amp; Charities Report 2018/19.</b>                                                                              | Trusts & Charities Report 2018/19.                                                                                                                       | Jeffrey Dong   | 11 Feb 2020     |
| External Audit         | <b>Wales Audit Office Annual Audit Letter 2018/19.</b>                                                                     | WAO Annual Audit Letter 2018/19.                                                                                                                         |                | 11 Feb 2020     |
| Internal Audit         | <b>Internal Audit Annual Plan 2019/20 - Quarter 3 Monitoring Report for the Period 1 October 2019 to 31 December 2019.</b> | This report shows the audits finalised and any other work undertaken by the Internal Audit Section during the period 1 October 2019 to 31 December 2019. | Simon Cockings | 10 Mar 2020     |
| Internal Audit         | <b>Moderate Report - Gwyrosydd Primary School.</b>                                                                         |                                                                                                                                                          | Jonathan Atter | 10 Mar 2020     |
| Internal Audit         | <b>Moderate Report - Ysgol Pen y Bryn.</b>                                                                                 |                                                                                                                                                          | Gethin Sutton  | 10 Mar 2020     |
| Internal Audit         | <b>Moderate Report - Fleet Maintenance.</b>                                                                                |                                                                                                                                                          | Mark Barrow    | 10 Mar 2020     |
| Internal Audit         | <b>Moderate Report - Heol y Gors Plant.</b>                                                                                |                                                                                                                                                          | Rob Myerscough | 10 Mar 2020     |
| Internal Audit         | <b>Moderate Report - Employment of Agency Staff.</b>                                                                       |                                                                                                                                                          | Adrian Chard   | 10 Mar 2020     |
| Governance & Assurance | <b>Appointment of Additional Lay Member to Audit Committee.</b>                                                            | Appointment of second Lay Member.                                                                                                                        | Simon Cockings | 14 Apr 2020     |

## Audit Committee Plan 2019 – 2020

| Terms of Reference            | Report Title                                                                              | Report Summary                                                                                                                                                                                                           | Report Author              | Date of Meeting |
|-------------------------------|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-----------------|
| Internal Audit                | <b>Internal Audit Charter 2020/21.</b>                                                    | This report outlines the background to the Public Sector Internal Auditing Standards (PSIAS) which were introduced with effect from 1st April 2013 and presents an Internal Audit Charter for approval by the Committee. | Simon Cockings             | 14 Apr 2020     |
| Internal Audit                | <b>Internal Audit Moderate Rating Follow Up Report - Social Care Contracts Update.</b>    | Follow Up report following a previous moderate rating.                                                                                                                                                                   | Peter Field                | 14 Apr 2020     |
| Internal Audit                | <b>Internal Audit Section - Fraud Function Anti-Fraud Plan for 2020/2021.</b>             | This report sets out the planned areas of activity for the Internal Audit Section's Fraud Function for 2020/21 and is designed to provide a strategic view of the areas that will be subject to examination.             | Jeff Fish, Jonathon Rogers | 14 Apr 2020     |
| Internal Audit                | <b>Internal Audit Strategy &amp; Annual Plan 2020/21.</b>                                 | This report presents the Internal Audit Annual Plan and Internal Audit Strategy for 2020/21 to the Audit Committee for approval.                                                                                         | Simon Cockings             | 14 Apr 2020     |
| Risk Management & Performance | <b>Partnership Performance.</b>                                                           | Review the mechanisms for assessing and scrutinising the risk associated with partnerships.                                                                                                                              | Adam Hill                  | 14 Apr 2020     |
| Risk Management & Performance | <b>Performance Management Framework.</b>                                                  | Performance Management Framework Report.                                                                                                                                                                                 | Richard Rowlands           | 14 Apr 2020     |
| Risk Management & Performance | <b>Presentation - Update on Internal Control Environment (Including Risk Management).</b> | Presentation by the Deputy Chief Executive.                                                                                                                                                                              | Adam Hill                  | 14 Apr 2020     |

**Audit Committee Plan**  
**2019 – 2020**

| <b>Terms of Reference</b>                 | <b>Report Title</b>                                                                                       | <b>Report Summary</b>                                                                                                                                                                                                                                    | <b>Report Author</b> | <b>Date of Meeting</b> |
|-------------------------------------------|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|
| Financial Reporting                       | <b>Revenue and Capital Budget Monitoring 3rd Quarter 2019/20.</b>                                         | To report on financial monitoring of the 2019/20 revenue and capital budgets, including the delivery of budget savings.                                                                                                                                  | Ben Smith            | 14 Apr 2020            |
| External Audit                            | <b>Wales Audit Office - 2020 Audit Plan - City and County of Swansea Pension Fund.</b>                    | External Audit Report.                                                                                                                                                                                                                                   | Jason Garcia         | 14 Apr 2020            |
| External Audit                            | <b>Wales Audit Office - 2020 Audit Plan - City and County of Swansea.</b>                                 | External Audit Report.                                                                                                                                                                                                                                   | Jason Garcia         | 14 Apr 2020            |
| Risk Management & Performance<br>Page 140 | <b>Wales Audit Office Proposals for Improvement: Six-month Status Update - July 2019 - December 2019.</b> | The report presents an overview of the status of Swansea Council's response to earlier proposals for improvement made by WAO to provide assurance to the Committee on progress.                                                                          | Richard Rowlands     | 14 Apr 2020            |
| Risk Management & Performance             | <b>Wales Audit Office - Local Government Use of Data Report – City &amp; County of Swansea.</b>           | Wales Audit Office - Local Government Use of Data Report – City & County of Swansea.<br><br>*Note – this report has been considered by Service Improvement & Finance Performance Panel and the Panel is awaiting an Action Plan arising from the report. |                      |                        |

**Audit Committee Plan**  
**2019 – 2020**

| <b>Terms of Reference</b>     | <b>Report Title</b>                                 | <b>Report Summary</b>                                                                                                                                                                                                                    | <b>Report Author</b> | <b>Date of Meeting</b> |
|-------------------------------|-----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|
| Risk Management & Performance | <b>Digital Strategy – Progress and Performance.</b> | <p>Digital is one of the four key strands of Sustainable Swansea and an annual update will be provided to Scrutiny in December on the whole programme, including digital.</p> <p>*Note – this report will be considered by Scrutiny.</p> |                      |                        |

# Agenda Item 13

## **Date and Time of Upcoming Scrutiny Panel / Working Group Meetings**

### **11 February – 9 March**

- a) 13 February at 4.00pm – Education Scrutiny Performance Panel (Committee Room 5, Guildhall)
- b) 17 February at 11.30am – Adult Services Scrutiny Performance Panel (Committee Room 5, Guildhall)
- c) 18 February at 10.30am – Education Scrutiny Performance Panel - extra (Committee Room 5, Guildhall)
- d) 18 February at 12.00pm – Child & Family Services Scrutiny Performance Panel - extra (Committee Room 5, Guildhall)
- e) 18 February at 2pm – Development and Regeneration Scrutiny Performance Panel - extra (Committee Room 5, Guildhall)
- f) 19 February at 10am – Service Improvement & Finance Scrutiny Performance Panel - extra (Council Chamber, Guildhall)
- g) 24 February at 4pm – Child & Family Services Scrutiny Performance Panel (Committee Room 5, Guildhall)
- h) 2 March at 10.00am – Service Improvement & Finance Scrutiny Performance Panel (Committee Room 5, Guildhall)
- i) 9 March at 2.00pm – Swansea Bay City Region Joint Scrutiny Committee (venue tbc)