



**Dinas a Sir Abertawe**

**Hysbysiad o Gyfarfod**

Fe'ch gwahoddir i gyfarfod

## **Pwyllgor Rhaglen Chraffu**

**Lleoliad:** O bell drwy Microsoft Teams

**Dyddiad:** Dydd Mawrth, 16 Mawrth 2021

**Amser:** 4.00 pm

**Cadeirydd:** Y Cyngorydd Peter Black CBE

**Aelodaeth:**

Cynghorwyr: C Anderson, J E Burtonshaw, M C Child, E W Fitzgerald, J A Hale, D W Helliwell, T J Hennegan, P K Jones, W G Lewis, G J Tanner, W G Thomas a/ac T M White

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

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

**Gwyllo ar-lein:** <http://bit.ly/3q8m8lv>

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**Gweddarlledu:** Gellir ffilmio'r cyfarfod hwn i'w ddarlledu'n fyw neu'n ddiweddarach drwy wefan y cyngor. Drwy gymryd rhan, rydych yn cytuno i gael eich ffilmio ac i'r delweddau a'r recordiadau sain hynny gael eu defnyddio at ddibenion gweddarlledu a/neu hyfforddiant o bosib.

### **Agenda**

**Rhif y Dudalen.**

**1 Ymddiheuriadau am Absenoldeb.**

**2 Datgeliadau o Fuddiannau Personol a Rhagfarnol.**

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

**3 Gwahardd Pleidleisiau Chwip a Datgan Chwipiau'r Pleidiau.**

**4 Cofnodion.**

Cymeradwyo a llofnodi, fel cofnod cywir, gofnodion y cyfarfod blaenorol.

**1 - 6**

**5 Cwestiynau Gan y Cyhoedd.**

Rhaid cyflwyno cwestiynau'n ysgrifenedig, cyn hanner dydd ar y diwrnod gwaith cyn y cyfarfod fan bellaf. Rhaid i gwestiynau ymwneud ag eitemau ar yr agenda. Ymdrinnir â chwestiynau o fewn cyfnod 10 munud.

6	Diweddariad/Cynllun Adfer Covid-19.	7 - 27
7	Cynllun Hawliau Plant a Phobl Ifanc - Adroddiad Cynnydd Blyneddol.	28 - 65
8	Adroddiadau Cynnydd y Panel Craffu Perfformiad: Gwasanaethau Cymdeithasol ar y Cyd. (Y Cyngorwyr Paxton Hood-Williams a Susan Jones, Cynullwyr)	66 - 72
9	Aelodaeth Paneli a Gweithgorau Craffu.	73 - 74
10	Rhaglen Waith Craffu ar Gyfer 2020/22.	75 - 102
11	Llythyrau Craffu.	103 - 108
12	Dyddiad ac Amser Cyfarfodydd Paneli/Gweithgorau Sydd ar Ddod.	109

**Cyfarfod nesaf:** Dydd Mawrth, 13 Ebrill 2021 ar 4.00 pm

*Huw Evans*

**Huw Evans**

**Pennaeth Gwasanaethau Democrataidd**

**Dydd Mawrth, 9 Mawrth 2021**

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**Cyswllt: Y Gwasanaethau Democrataidd Ffôn (01792) 636923**

# Agenda Item 4



City and County of Swansea

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

Remotely via Microsoft Teams

Tuesday, 16 February 2021 at 4.00 pm

**Present:** Councillor P M Black (Chair) Presided

**Councillor(s)**

C Anderson  
E W Fitzgerald  
W G Lewis  
T M White

**Councillor(s)**

J E Burtonshaw  
D W Helliwell  
G J Tanner

**Councillor(s)**

M C Child  
P K Jones  
W G Thomas

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

D Anderson-Thomas

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

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

**Also Present:**

Councillor Mark Thomas	Cabinet Member for Environment Enhancement & Infrastructure Management
Councillor Mike Day	Sketty Ward
Councillor Myles Langstone	Oystermouth Ward
Councillor Linda Tyler-Lloyd	Mayals Ward

**Officer(s)**

Stuart Davies	Head of Highways & Transportation
David Hughes	Principal Engineer
Kate Jones	Democratic Services Officer
Chloe Lewis	Team Leader
Brij Madahar	Scrutiny Team Leader
Debbie Smith	Deputy Chief Legal Officer
Cath Swain	Integrated Transport Unit Manager

**Apologies for Absence**

Councillor(s): T J Hennegan

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**34 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 Mike Day – Minute No. 40 – Lives opposite one of the active travel schemes discussed – Personal

Councillor Mark Child – Minute No. 40 – Ward member for West Cross, Fairwood Road was mentioned in discussions – Personal

**35 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.

**36 Minutes.**

**Resolved** that the Minutes of the Scrutiny Programme Committee held on the 19 January 2021 be approved and signed as a correct record.

**37 Scrutiny Annual Report 2019/20.**

The Scrutiny Team Leader presented the Scrutiny Annual Report 2019/20. The report highlights the work carried out by scrutiny and shows how scrutiny has made a difference whilst also supporting the continuous improvement of the scrutiny function. The report also mentions the COVID-19 pandemic and resources, which had an impact on delivery of the scrutiny work programme during 2019/20.

The importance of scrutiny was highlighted and the need to promote the work carried out specifically in areas where scrutiny had made an impact and made improvements.

The Chair thanked all those who had taken part in Scrutiny.

**Resolved** that the Scrutiny Annual Report 2019/20 be approved and proceed to Council.

**38 Scrutiny Performance Panel Progress Report: Service Improvement & Finance. (Councillor Chris Holley, Convener)**

Councillor Chris Holley, Convener, presented the Service Improvement & Finance Scrutiny Performance Panel Progress Report, and reflected on Panel activities over the past year. He specifically highlighted that this year had been most unique and there had been spending on things that would not normally be expected e.g. building of the Bay Field hospital, spending on PPE equipment etc.

He stated that the Council had performed well during the pandemic and all staff should be commended. For example, the work of waste collection services had been outstanding during the pandemic as well the Officers who had administered numerous refunds and grants to help small business.

Many staff have had to deal with COVID-19 personally, whether they had been ill themselves, had family members poorly or suffered bereavement. It had been a very

stressful time for staff and it was felt that their efforts and excellent work carried out during this time should be recognised in whatever way possible in the future.

In view of the unprecedented year and impact of the pandemic, he added that it was difficult to say what the financial position would be in the future, but the Panel will be closely monitoring the budget.

The Chair noted that Covid-19 had, had an impact on the Council's income (rents, Council Tax, etc.) and that it would be worth monitoring going forward, to assess the income lost across all income streams, and see how well this has been recovered.

**Resolved** that the update be noted.

### **39 Public Question Time.**

A number of questions had been received from members of the public.

Mr Anderson speaking on behalf of Blackpill, Derwen Fawr and Mayals Residents' Association asked the following question:-

Paragraph 3.1.3 of the Design Guidance states: 'Consultation should result in better design and better schemes. As such, it is best carried out at several stages: from the development of the network to individual schemes. (...) and gain greater community support.' Given the enormous public outcry at both schemes (Olchfa and Mayals) and the widespread belief that better alternatives are available for both, why was this aspect ignored?

The Cabinet Member confirmed that the Council were operating under existing 2014 active travel guidance and all suggested alternatives had been looked into. They had been discounted as they were not viable. He stated that all requirements under current guidance were being met, and in addition the Council has engaged with anyone who has been in contact with views. Where possible, changes have been made to the routes approved by the Welsh Government.

There was a discussion about the design guidance in operation which was currently being revised by Welsh Government. The Cabinet Member stated that practice around consultation would be adapted if required in line with any new guidance issued in the future by the Welsh Government.

As a number of members of the public has submitted questions but were not present the Chair requested that the Cabinet Member for Environment Enhancement & Infrastructure Management provide each with a written response. He added that some of the issues raised would be covered during the Committee's discussion with the Cabinet Member.

### **40 Active Travel Consultation Process - Discussion with Cabinet Member for Environment Enhancement & Infrastructure Management.**

The Cabinet Member for Environment Enhancement & Infrastructure Management, the Head of Highways and Transportation, the Integrated Transport Unit Manager,

the Principal Engineer Highways and Transportation and the Team Leader Highways and Transportation were present for the Committees consideration of the active travel consultation process.

The Chair highlighted that, because of public concerns being raised, this item was to ask about the Council's active travel consultation process and consider possible improvements for the future. He stressed that it was not about looking at the detail of specific schemes already agreed, or site-specific queries, but overall experience regarding consultation.

The Cabinet Member provided an outline of active travel consultation followed by the Team Leader, Highways and Transportation who provided an overview of the process and the Principal Engineer, Highways and Transportation who followed with an overview on the delivery process. They highlighted the following:

- Active Travel (Wales) Act 2013 – places a statutory responsibility on Council's to map, plan and make improvements to its active travel networks
- Wellbeing & Future Generation (Wales) Act 2015 – imposes duty on public bodies to apply the sustainable development principle in everything that the it does – 5 ways of working
- All active travel schemes are taken through the Future Generations Framework Process and all schemes are assessed by Welsh Government using the Welsh Transport Appraisal Guidance.
- In 2016 Swansea Council created 2 Maps as required by the Active Travel (Wales) Act 2013 – 1 map was the Existing Route Map (ERM) and the other was the Integrated Network Map (INM) for walking and cycling routes
- The draft INM was published for consultation in 2017, it was subsequently forwarded to Welsh Government for approval
- Grant bids are made yearly based on the map
- Grant application process - Welsh Government allocate grant funding yearly – grant applications are invited around December / January time, giving about 4-6 weeks to put together the grant applications. The outcomes of those application are generally announced in May/June and the schemes have to be delivered by the end of March in that financial year
- This year following allocation of grant funding, ward members in areas where schemes had been granted were notified by Councillor Mark Thomas
- There was a short window to develop the detailed programme once grant funding had been approved
- There had been letter drops on certain schemes to residents directly affected as well as MS Teams sessions on the Mayals and Sketty schemes
- Once schemes were agreed any suggestions for improvement / amendments would have be kept within the agreed scheme

Questions and discussions focussed on the following:

- Querying what specific details about schemes were included in the FPR7's Cabinet report of July 2020 – officers stated that maps were referenced as background papers
- Notification of schemes to the relevant Ward Members

- Consultation on the development of the network / route maps - Ideas for enhancing or adding to schemes
- Whether feasibility studies were carried out before applying to the Welsh Government for grant funding – it was stated that all guidelines were followed
- Whether the Council had received any concerns from the Welsh Government about Swansea Council's approach to active travel – it was stated that there had not been
- Scope for consultation / amendments to schemes after they have been agreed. The Committee asked for sight of any papers arising from virtual meetings held regarding the Mayals scheme as well as clarity around the extent of letters being sent to residents
- Whether the statutory guidance provides for sufficient consultation – given the experience of residents feeling that they haven't been consulted with
- Road safety audits carried out on all schemes and conditions for shared path compared to segregated path
- Consistency in approaches – mention of Walters Road Scheme as a large scheme which has required a different approach, which is not possible to do on all schemes if they are to progress
- Managing the many competing factors and views of all
- People feeling unaware and not consulted on these schemes leading to more work for the Council to address / respond to this
- Lessons learnt from recent experience
- Practical difficulties including time constraints on active travel schemes once funding confirmed.

The Chair thanked the Cabinet Members and Officers.

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

#### **41 Membership of Scrutiny Panels and Working Groups.**

The Chair presented a report on the Membership of Scrutiny Panels and Working Groups. There were no amendments to report.

**Resolved** that the report be noted.

#### **42 Scrutiny Work Programme 2020/22.**

The Chair presented a report on the Scrutiny Work Programme 2020/22.

The next Scrutiny Programme Committee was scheduled for 16 March 2021. The main items scheduled were Children & Young People's Rights Scheme Annual Progress Report 2019 and Pre-decision scrutiny the Cabinet report on 'Business Case for the Relocation of the Civic Centre'.

It was noted that the Cabinet report may be postponed, so scrutiny would move accordingly.

The Chair felt that the Committee should revisit the Council's COVID-19 Recovery Plan and the Committee agreed that it should ask for a progress report to also come to the March meeting.

Councillor Chris Holley reported that he had been requested to look at the Council's Bylaws and has had some initial informal discussion with officers about scrutiny. He stated that this would be explored at a future meeting of the Service Improvement & Finance Performance Panel.

**Resolved** that the report be noted.

**43 Scrutiny Letters.**

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

The Committee noted the outcome of the Equalities Inquiry follow up meeting on 28 January, which looked at progress with implementation of scrutiny recommendations and impact of the inquiry. Although some good progress was acknowledged by the Panel, which was convened by Councillor Lyndon Jones, it was felt necessary to convene a further follow up meeting, around November 2021, which will allow the Panel to better consider and assess progress made and the impact of the inquiry, before formal monitoring is concluded.

**Resolved** that the scrutiny letters log be noted.

**44 Date and Time of Upcoming Panel / Working Group Meetings.**

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

The meeting ended at 6.02 pm

**Chair**



# Agenda Item 6



## Report of the Chair

### Scrutiny Programme Committee – 16 March 2021

## COVID-19 Update / Recovery Plan

<b>Purpose:</b>	The Committee will receive an update on, and discuss, the latest position on how the Council is dealing with COVID-19 and the progress with recovery planning.
<b>Content:</b>	The Leader of the Council, along with the Chief Executive, will address the Committee. The Deputy Chief Executive will also advise the Committee on progress with the Council's Recovery and Transformation Plan – 'Swansea – Achieving Better Together'.
<b>Councillors are being asked to:</b>	<ul style="list-style-type: none"><li>• Ask questions, and make comments and recommendations as necessary.</li></ul>
<b>Lead Councillor:</b>	Councillor Peter Black, Chair of the Scrutiny Programme Committee
<b>Lead Officer:</b>	Tracey Meredith, Chief Legal Officer
<b>Report Author:</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 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's work plan includes a regular focus on the Council's COVID-19 response and recovery, with input from lead Cabinet Member(s) and officers, in order to monitor and challenge Council action.
- 1.2 The last Committee discussion on this was at its meeting on 19 January including asking the Leader, Councillor Rob Stewart, about the recent experience and pressures with further lock down measures in place, progress with the vaccination programme, emergency planning arrangements and reflections on the Council's effectiveness in dealing with the pandemic.

- 1.3 Councillor Rob Stewart and the Chief Executive, Phil Roberts, will address the Committee in order to share the main / latest COVID-19 headlines for Swansea and current local situation, and address any questions arising.
- 1.4 The Committee is also keeping a watching brief on the Council's recovery and transformation plan, following agreement by Cabinet in October 2020. The Committee discussed this previously in November 2020. Then the Committee was keen to hear about the key recovery milestones, that will aid monitoring and assessment of progress and help the Committee to understand what success looks like, as the plan is rolled out. Members also asked about the link between the plan and corporate priorities. As it considers progress, the Committee will want to see a measure of performance against objectives and achievements against each of the key recovery themes. The Committee acknowledged that in the midst of the pandemic and uncertain outlook, the plan would be flexible.
- 1.5 The Deputy Chief Executive, Adam Hill, will be attending to update the Committee on how things have developed since agreement of plan last October, and in light of events how the plan is currently shaping. A report has been provided and is ***attached***.

## **2. Legal Implications**

- 2.1 There are no legal implications from this report.

## **3. Financial Implications**

- 3.1 There are no financial implications from this report.

**Background Papers:** None

## **Appendices:**

Appendix A – Report of the Cabinet Member for Economy, Finance & Strategy: 'Update on Swansea Achieving Better Together'.



## Report of the Cabinet Member for Economy, Finance & Strategy

Scrutiny Programme Committee – 16 March 2021

### UPDATE ON SWANSEA ACHIEVING BETTER TOGETHER

<b>Purpose:</b>	This report provides an update on the Recovery and transformation Plan. Swansea – Achieving Better Together.
<b>Policy Framework:</b>	Transformation and Future Council
<b>Consultation:</b>	Legal, Finance, Access to Services.
<b>Report Author:</b>	Adam Hill
<b>Finance Officer:</b>	Ben Smith
<b>Legal Officer:</b>	Debbie Smith
<b>Access to Services Officer:</b>	Rhian Millar
<b>For Information</b>	

#### 1. Introduction

- 1.1 On 15<sup>th</sup> October 2020 Cabinet approved the new “From Recovery to Transformation” report detailing the 3 Phases from recovery through to the “Swansea – Achieving Better Together, Transformation Strategy & Programme Framework 2022 – 2026”.
- 1.2 The Managing the Present and Shaping the Future, Swansea Council – From Recovery to Transformation Strategy replaces Sustainable Swansea - fit for the future.
- 1.3 The information below sets out the background and current position with regards to the work programme.

#### 2.0 Background

- 2.1 Sustainable Swansea – fit for the future Strategy was agreed by Cabinet and reported to Council in October 2013. The Delivery Programme was

approved by Cabinet on 29 July 2014 and was subject to further review and refresh at Cabinet on 16<sup>th</sup> July 2015.

2.2 The scale of the financial, demographic and sustainability challenge at the time required the Council to continue to adopt a radically different approach to previous years. An approach that focused on:

- *The core future purpose of the Council*
- *The transformation of services and the model of delivery*
- *Greater collaboration with other councils and local organisations, community groups and residents*
- *And, above all, sustainable solutions with prevention at its heart*

This ambition was set out in *Sustainable Swansea – fit for the future*, our long-term plan for change, underpinned by our Innovation Programme.

A major review undertaken in 2020 recognised that it has successfully delivered the bulk of £70m worth of savings asks, and enabled the Council to maintain services, performance levels and protect jobs during a period of austerity. However, there are now new challenges and opportunities arising from the new Local Government and Elections (Wales) Act 2021 as well as a changing national political landscape and economic uncertainty including COVID-19 and post-Brexit risks.

2.3 In October 2020 Cabinet approved the Managing the Present and Shaping the Future Swansea Council – From Recovery to Transformation report which appended the framework for “Swansea - Achieving Better Together” to strengthen the changes now needed as a result of current circumstances. The strategic aims of Swansea – Achieving Better Together will now focus on:

- The core purpose of the Council
- Transforming services to be effective and efficient
- Greater collaboration with other Councils, organisations, community groups and residents, with a focus on regionalisation
- Balancing the budget for current and future years
- Greater and more meaningful engagements with our residents and community
- To meet the aspirations and targets within the Medium Term Financial Plan.

### **3.0 Recovery Well Underway**

3.1 The council has not only maintained services throughout the pandemic but is already well underway in its recovery phase. Many of the services transitioned to working from home and the many capital and development programmes were maintained through the planning and preparation process to ensure at the first opportunity and when safe to do so, the projects, plans and strategies were re-introduced and building work began, ensuring that Swansea didn't fall behind in its ambitions and programmes to make Swansea better.

3.2 The framework for the continued recovery and for refocussing and reshaping the council is key to ensure not only that we continue to deliver on the corporate priorities but also look to the future to ensure the council is sustainable, efficient and effective in what and how it delivers its services.

3.3 The work of the recovery phase has continued throughout the new pressures of the COVID pandemic and progress has been made on establishing the workstreams and aligning the programme to existing groups and meetings to improve efficiency and effectiveness of delivery.

#### **4.0 Remobilise Phase to Refocus Phase**

4.1 The continued impact of COVID and the Councils response has had an impact on progress, however the workstreams have all worked through their agendas and refined the scope of the workstream to ensure clarity of work and begin working on their areas. These can be seen in Appendix 1.

4.2 These topics have been clarified and the various existing bodies, meetings and boards aligned to maximise the outcomes that each can achieve and without having to establish new groups, can hit the ground running.

4.3 The first Phase, REMOBILISE is the setting of the 2021/22 budget and refreshing the MTFP. This work has been undertaken in the Recovery, Reshaping and Budget Strategy Board. The board has met on the following occasions:

- 19 October 2020
- 2 November 2020
- 19 November 2020
- 30 November 2020
- 15 December 2020
- 23 December 2020

4.4 The budget and MTFP will progress through the normal process for approval and help to shape the recovery and focus of the workstreams.

4.5 The MTFP delivery tracker will be reviewed in detail as part of the Steering group and issues or risk raised at the Board along with an overview of whether the delivery is on track. **See appendix 4.** The current status is that the MTFP delivery targets are on target to be delivered for the financial year 2021/22.

#### **5.0 Governance**

5.1 At the meeting of the Recovery, Reshaping and Budget Strategy Board on 23<sup>rd</sup> February a review of the Project Initiation Document, the Terms of Reference for the Organisational Cross Cutting and Transformation Steering group and Workstreams was undertaken and all documents were approved.

5.2 The streamlined Governance structure can be found in **Appendix 1.**

- 5.3 The governance of the workstreams is undertaken by the Organisational Cross Cutting and Transformation Steering group. This was programmed for the end of January to allow the previous Reshaping Board to work through the Budget and for the workstreams to have sufficient time to review the scope of their topics and begin work on these areas. Due to COVID this was rescheduled to March.
- 5.4 The Recovery, Reshaping & Budget Strategy Board met on 23<sup>rd</sup> February 2021. Where progress was reviewed, **See Appendix 3**. The Board and the Steering group will both meet on a Monthly basis. The proposed dates are set out below:

<b>Steering Group</b>	<b>Board</b>
<b>17th March</b>	<b>8th April</b>
<b>27th April</b>	<b>12th May</b>
<b>25th May</b>	<b>9th June</b>
<b>22nd June</b>	<b>14th July</b>
<b>27th July</b>	<b>11th August</b>
<b>24th August</b>	<b>8th September</b>
<b>28th September</b>	<b>13th October (Budget)</b>
<b>26th October</b>	<b>10th November (Budget)</b>
<b>23rd November</b>	<b>8th December (Budget)</b>
<b>28th December</b>	<b>12th January</b>
<b>25th January</b>	<b>9th February</b>

- 5.5 The workstreams will meet on a regular basis and these are set out by workstream area and topic area in **Appendix 2**
- 5.6 To support the recovery and transformation a new post has been created to project manage the day to day process with the Deputy Chief Executive overseeing the strategy. The Strategic Change Programme Manager role has been evaluated and will be advertised internally wk 8<sup>th</sup> March.

## **6.0 Conclusions**

- 6.1 This paper demonstrates that the recovery phase is well underway and that the working groups are in place and working through the actions associated with their agendas. The reporting mechanisms and governance boards are also in place.
- 6.2 Due to the increase in COVID cases the Council has had to revert back to response mode. However work has continued on building the foundations and scoping the work of the workstreams, as well as undertaking recovery and refocus work.

## **7. Equality and Engagement Implications**

- 7.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

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

7.2 Our Equality Impact Assessment process ensures that we have paid due regard to the above.

7.3 There are no equality and engagement implications associated with this report.

## **8. Financial Implications**

8.1 There are no direct financial implications associated with this report itself. The programme, its governance and operational delivery, via the workstreams, will help provide the assurance mechanisms for the duration of the mtfp and ultimately beyond, that the planned savings, but equally the correspondingly larger investment of new resources, will be delivered and resources targeted flexibly and appropriately as the wider environment and financial outlook for the public sector and the wider UK and global economy evolves. The overriding aims are to achieve value for money, remain financially sustainable, directly aid and assist the recovery and ultimately achieve better outcomes, together.

## **9. Legal Implications**

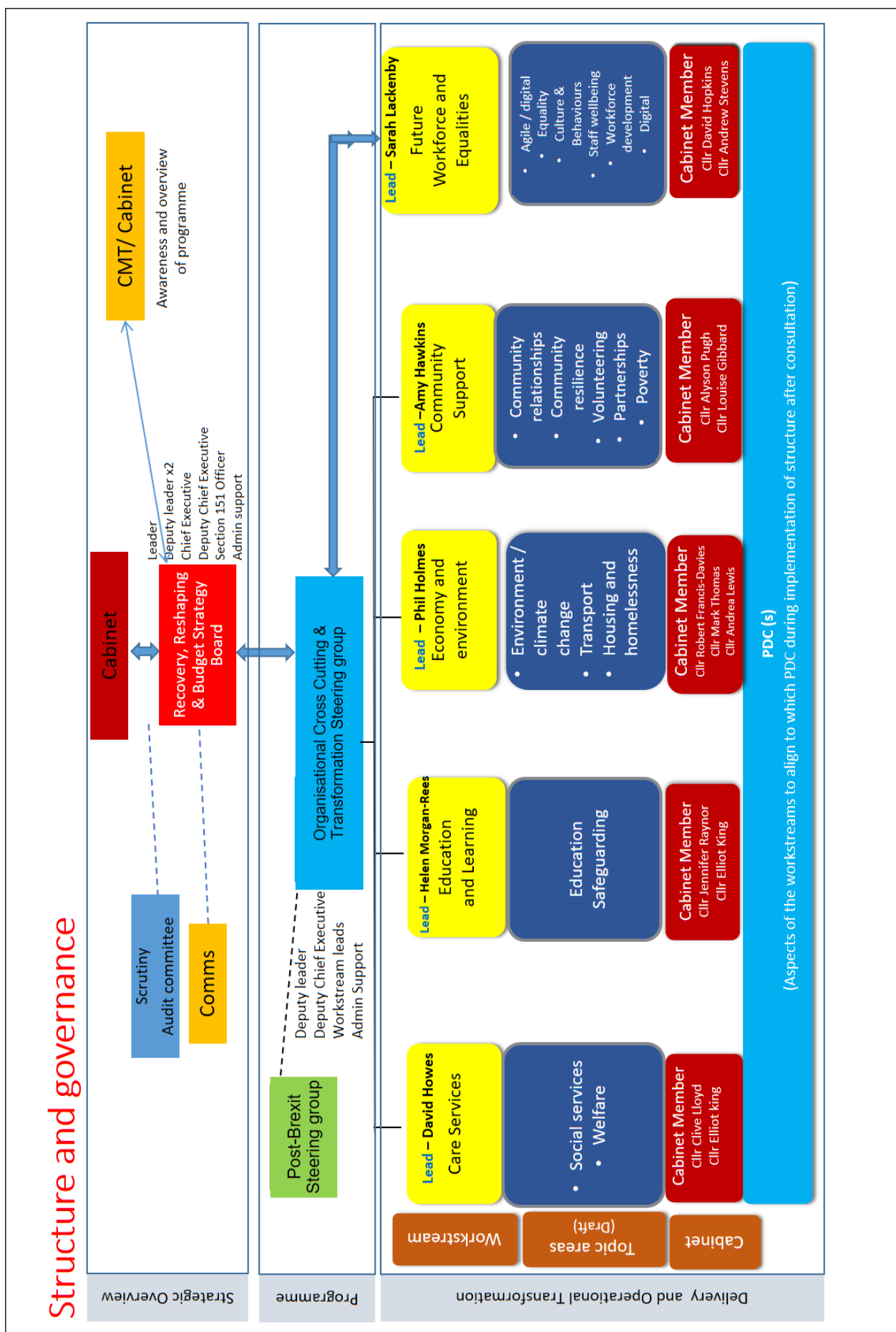
9.1 There are no legal implications associated with this report.

**Background Papers:** None.

**Appendices:**

- Appendix 1** Structure and Governance
- Appendix 2** Workstream Meeting Schedule
- Appendix 3** February Update on Actions
- Appendix 4** MTFP Delivery Tracker

# Appendix 1 - Structure and Governance





## Appendix 2 - Workstream Meeting Schedule

Care Services – (David Howes)

Workstreams topic areas	Name of group / board	Organiser / admin support	How often do they meet	Date of meetings if scheduled
Transforming Mental Health Services	Recovery board (Swansea Bay RPB) Chairs – Dave Howes/ Andrew Jarret/ Sian Harrop Griffiths	Lead Dai Roberts – health board Swansea Bay regional team	Bi monthly	17/11/20 19/01/21
Transforming Complex Care	Recovery board (Swansea Bay RPB) Chairs – Dave Howes/ Andrew Jarret/ Sian Harrop Griffiths	Lead – Cathy Dowling – health board Swansea Bay regional team	Bi monthly	17/11/20 19/01/21
Stabilisation and Reconstruction	Community Silver/ Gold (Swansea Bay RPB)	Chairs Dave Howes/ Andrew Jarret / Hillary Dover Swansea Bay regional team	Twice weekly silver Thrice weekly Gold	12/11/20 ongoing 13/11/20 ongoing
Remodelling Acute Health and Community Services	Community Silver/ Gold (Swansea Bay RPB)	Chairs Dave Howes/ Andrew Jarret / Hillary Dover Swansea Bay regional team	Twice weekly silver Thrice weekly Gold	12/11/20 ongoing 13/11/20 ongoing

## Education and Learning – (Helen Morgan-Rees)

Workstreams topic areas	Name of group / board	Organiser / admin support	How often do they meet	Date of meetings if scheduled
Develop and embed the benefits of a blended learning approach to education	Continuity of Learning Strategy Group	Damien Beech	Monthly	16 <sup>th</sup> of the month
	Secondary Curriculum and Self-assessment Network	Rob Davies		Meeting Dec/Jan and Feb/March
	PSA Sub Group	David Bawden/Chris Rees	Twice yearly	Dates to be set
Develop and embed support for ALN learners within mainstream and in-County provision	ALN Strategic Board	Claire Griffiths	Half Termly	12/01/21, 15/04/21, 29/06/21
	Special School Task Group	Jo Holdsworth	Monthly	Second Thursday of the month
Safeguarding and wellbeing	HoS and Education Safeguarding Officer meetings	Kate Phillips/Lisa Collins	Monthly	18 <sup>th</sup> of the month
	Education PFM	Andrea Rees/Claire Griffiths	Monthly	Third Monday of the month
	Trade Unions	Natalie Gedrych	Monthly	First Tuesday of the month
	Education Business Meeting	Natalie Gedrych	Fortnightly	Every other Tuesday
	QEd Programme Board	John O'Brien	Monthly	Fourth Tuesday of the month
	QEd Delivery Group	John O'Brien	Monthly	First Wednesday of the month
Build on benefits for learners from 21st century schools and structural maintenance programmes	QEd Operational Meeting	John O'Brien	Monthly	Dates in the calendar
	QEd Programme Board	John O'Brien	Monthly	Fourth Tuesday of the month
Review of nature, location and flexibility of provision for learners and access to sustainable home to school transport				
Build on attainment levels to improve the quality and skills of the labour force as well as support for other priority objectives such as decarbonisation, BAME, climate change, environmental management	Update to Strategic Leads Board from Pam Cole (Quality Assurance and Monitoring Team Lead)	Pam Cole	Twice yearly	Dates TBC
	Swansea Skills Partnership Sub Group	Andrea Rees/Claire Griffiths	Termly	09/02/21, 25/05/21
	EDSLT	Andrea Rees/Claire Griffiths	Half Termly	14/12/20, 11/01/21, 08/03/21, 12/04/21, 21/06/21

**Future Workforce and Equalities – (Sarah Lackenby)**

<b>Workstreams topic areas</b>	<b>Name of Group / board</b>	<b>Organiser /admin support</b>	<b>How often do they meet</b>	<b>Date of meetings if scheduled</b>
<b>Home working and Agile working</b>	Agile Working Task Group	Becky Jones	Monthly	25 <sup>th</sup> of each month
<b>Digital transformation and digital first approach</b>	Digital Board	Sarah Topliss	Monthly	Resuming from January 2021
<b>Workforce and organisational development plans (as part of recovery specifically linked to agile working)</b>	Agile Working Task Group	Becky Jones / Wyn Mathews	Monthly	25 <sup>th</sup> of each month
<b>Review all policies to take account of new ways of working specifically linked to agile working</b>	Agile Working Task Group	Becky Jones / Wyn Mathews	Monthly	25 <sup>th</sup> of each month
<b>Culture &amp; Behaviours (as part of recovery specifically linked to agile working)</b>	Agile Working Task Group	Becky Jones / Wyn Mathews	Monthly	25 <sup>th</sup> of each month
<b>Staff wellbeing (as part of recovery specifically linked to agile working)</b>	Agile Working Task Group	Becky Jones / Wyn Mathews	Monthly	25 <sup>th</sup> of each month
<b>Hours of work (as part of recovery specifically linked to agile working)</b>	Agile Working Task Group	Becky Jones / Wyn Mathews	Monthly	25 <sup>th</sup> of each month
<b>More agile and effective decision making and bringing the learning into the development of our accountability framework</b>	Leadership Team CMT	Adam Hill / Gemma Huxtable	Monthly	

**Community Support – (Amy Hawkins)**

<b>Workstreams topic areas</b>	<b>Name of group / board</b>	<b>Organiser / Admin support</b>	<b>How often do they meet</b>	<b>Date of meetings if scheduled</b>
<b>Engagement of communities in concerted actions that promote shared identity, social cohesion and broader self-understanding.</b>	Community Response Third Sector Liaison Group Swansea Poverty Partnership Forum PSB	Amy Hawkins / Anthony Richards Jane Whitmore / Spencer Martin Anthony Richards / Sian Denty PSB Team	Weekly Monthly Quarterly Quarterly	Various
<b>Reflect and address community concerns.</b>	Friends of Forums (e.g. Halls and Parks) Community Buildings Network, Citizen's Panel, Family Support Network, Project Groups e.g. Copperworks	The groups are being mapped out via the Third Sector Compact Group	Various	Various
<b>Facilitate, promote and influence joined up solutions within the Council, Third Sector and other statutory and non-statutory partners in Swansea and encourage the continuation of community relationships established both pre Covid and during the response.</b>	Community Response Third Sector Liaison Group West Glamorgan Citizen Forum and Coproduction Group	Amy Hawkins / Anthony Richards Jane Whitmore / Spencer Martin SCVS / Regional Partnership Team	Weekly Monthly Quarterly	Various
<b>To work with the Third Sector to continue delivering quality projects and services with and for community members.</b>	Third Sector Liaison Group West Glamorgan Citizen Forum and Coproduction Group	Jane Whitmore / Spencer Martin SCVS / Regional Partnership Team	Monthly Quarterly	Various
<b>Develop effective coproduction, consultation and communication mechanisms with partners supporting the various partnership groups, including; housing, poverty partnership forum and the Poverty Truth Commission.</b>	West Glamorgan Citizen Forum and Coproduction Group Poverty Partnership Forum Swansea Coordinated Crisis Support Programme Swansea Food Poverty Network & Financial Inclusion Steering Group	SCVS / Regional Partnership Team Anthony Richards Tackling Poverty Service Tackling Poverty Service	Quarterly Quarterly Monthly Bi-monthly / Quarterly Monthly	January

Community Support – (Amy Hawkins) Continued.....

Workstreams topic areas	Name of group / board	Organiser / Admin support	How often do they meet	Date of meetings if scheduled
Develop effective coproduction, consultation and communication mechanisms with partners supporting the various partnership groups, including; housing, poverty partnership forum and the Poverty Truth Commission.	West Glamorgan Citizen Forum and Coproduction Group Poverty Partnership Forum Swansea Coordinated Crisis Support Programme Swansea Food Poverty Network & Financial Inclusion Steering Group Swansea Poverty Truth Commission	SCVS / Regional Partnership Team Anthony Richards Tackling Poverty Service Tackling Poverty Service SCVS & Partners	Quarterly Quarterly Monthly Bi-monthly / Quarterly Monthly	January
<u>Tackling Poverty</u> Monitor and review the provision of welfare to those affected and identify gaps or areas for focus To develop a joint, holistic response to poverty and population health To review and identify how the council can support residents in terms of Debt, poverty, financial support etc Identification of vulnerable people affected by or impacted on by the crisis	Poverty Partnership Forum Swansea Coordinated Crisis Support Programme Swansea Food Poverty Network & Financial Inclusion Steering Group Swansea Poverty Truth Commission Financial Inclusion Steering Group	Anthony Richards Tackling Poverty Service Tackling Poverty Service SCVS & Partners	Quarterly Monthly Bi-monthly / Quarterly Monthly	January
To work with the Third sector and community groups to develop and promote volunteers' meaningful contributions to service delivery, sustainability and development of projects and initiatives.	Third Sector Liaison Group Regional Third Sector / Community Response Group Community Response	Jane Whitmore / Spencer Martin SCVS / Regional Partnership Team Amy Hawkins / Anthony Richards	Monthly Weekly Weekly	Various
To work with the Third sector and community groups to understand the future challenges and emergencies, and define and embed in plans the role they play in the future.	Third Sector Liaison Group Community Response West Glamorgan Citizen Forum and Coproduction Group	Jane Whitmore / Spencer Martin Amy Hawkins / Anthony Richards SCVS / Regional Partnership Team	Monthly Weekly Quarterly	Various

**Community Support – (Amy Hawkins) Continued.....**

<b>Workstreams topic areas</b>	<b>Name of group / board</b>	<b>Organiser / Admin support</b>	<b>How often do they meet</b>	<b>Date of meetings if scheduled</b>
<b>To work with the Third sector and community groups to understand the future challenges and emergencies, and define and embed in plans the role they play in the future.</b>	Third Sector Liaison Group Community Response West Glamorgan Citizen Forum and Coproduction Group	Jane Whitmore / Spencer Martin Amy Hawkins / Anthony Richards SCVS / Regional Partnership Team	Monthly Weekly Quarterly	Various
<b>Formally recognise and celebrate the contribution and quality services of Third Sector and community organisations in Swansea.</b>	Third Sector Liaison Group Regional Third Sector / Community Response Group Regional Recovery Board	Jane Whitmore / Spencer Martin SCVS / Regional Partnership Team Regional Partnership Team	Monthly Weekly Bi-monthly	Various
<b>To develop plans to connect volunteering opportunities within the Council.</b>	Third Sector Liaison Group	Jane Whitmore / Spencer Martin	Monthly	Various
<b>To consider future requirements for supporting the Third Sector.</b>	Third Sector Liaison Group	Jane Whitmore / Spencer Martin	Monthly	Various
<b>Work with the community to coproduce the recovery process.</b>	West Glamorgan Citizen Forum and Coproduction Group	SCVS / Regional Partnership Team	Quarterly	Various

**Economy and Environment - (Phil Holmes)**

<b>Workstreams topic areas</b>	<b>Name of Group</b>	<b>Organiser /Admin support</b>	<b>How often do they meet</b>
<b>Develop plans transport links and networks – working across the city, region and nationally</b>	Regeneration Programme Board	Planning & City Regeneration	Monthly
<b>Develop an economic development plan – connecting training and skills, colleges and universities, with business and manufacturing.(Regional Learning and Skills Partnership, Swansea Skills Partnership, Careers Wales)?</b>	Regeneration Swansea	Planning & City Regeneration	Monthly
<b>Development of the digital infrastructure</b>	Regeneration Programme Board	Planning & City Regeneration	Monthly
<b>Increase promotion and provision in active travel</b>	Regeneration Programme Board	Planning & City Regeneration	Monthly
<b>Lead the development and attraction of big business to stimulate development and workforce</b>	Regeneration Programme Board	Planning & City Regeneration	Monthly
<b>Aspirational to real development plans to attract inward investment</b>	Regeneration Swansea	Planning & City Regeneration	Monthly
<b>Joint strategy and action plan with BID to help offer support to new business and links to development and innovation schemes</b>	Regeneration Swansea	Planning & City Regeneration	Monthly
<b>Develop a strategy for encouraging or building new homes</b>	Housing Futures Programme Board	Housing & Public Protection	Monthly
<b>Develop a Renovation and improvement programme for existing properties, for example the conversion of empty properties or those previously used for commercial purposes (office space and other buildings will no longer be required, as work from home or agile will be the new normal for greater numbers of employees and turn these into additional affordable housing).</b>	Regeneration Swansea	Planning & City Regeneration	Monthly
<b>Improving the standards of private rental sector and social rental sector</b>	Regional Housing Partnership	Housing & Public Protection	Monthly
<b>Support the homeless in provision of housing and support services</b>	Regional Housing Partnership	Housing & Public Protection	Monthly

**Economy and Environment - (Phil Holmes) Continued**

<b>Workstreams topic areas</b>	<b>Name of Group</b>	<b>Organiser /Admin support</b>	<b>How often do they meet</b>
<b>Improving the standards of private rental sector and social rental sector</b>	Regional Housing Partnership	Housing & Public Protection	Monthly
<b>Support the homeless in provision of housing and support services</b>	Regional Housing Partnership	Housing & Public Protection	Monthly
<b>Review the Council's Climate Change Action Plan</b>	Climate Change Working Group	Rachel Lewis	monthly
<b>Continue to review how we can reduce our impact on Climate Change within the services and operations</b>	Climate Change Working Group	Rachel Lewis	monthly
<b>How Swansea Council will ensure equality and maximise the support and assistance offered by service changes on residents and the community with protected characteristics</b>			



## Appendix 3 - February Update on actions

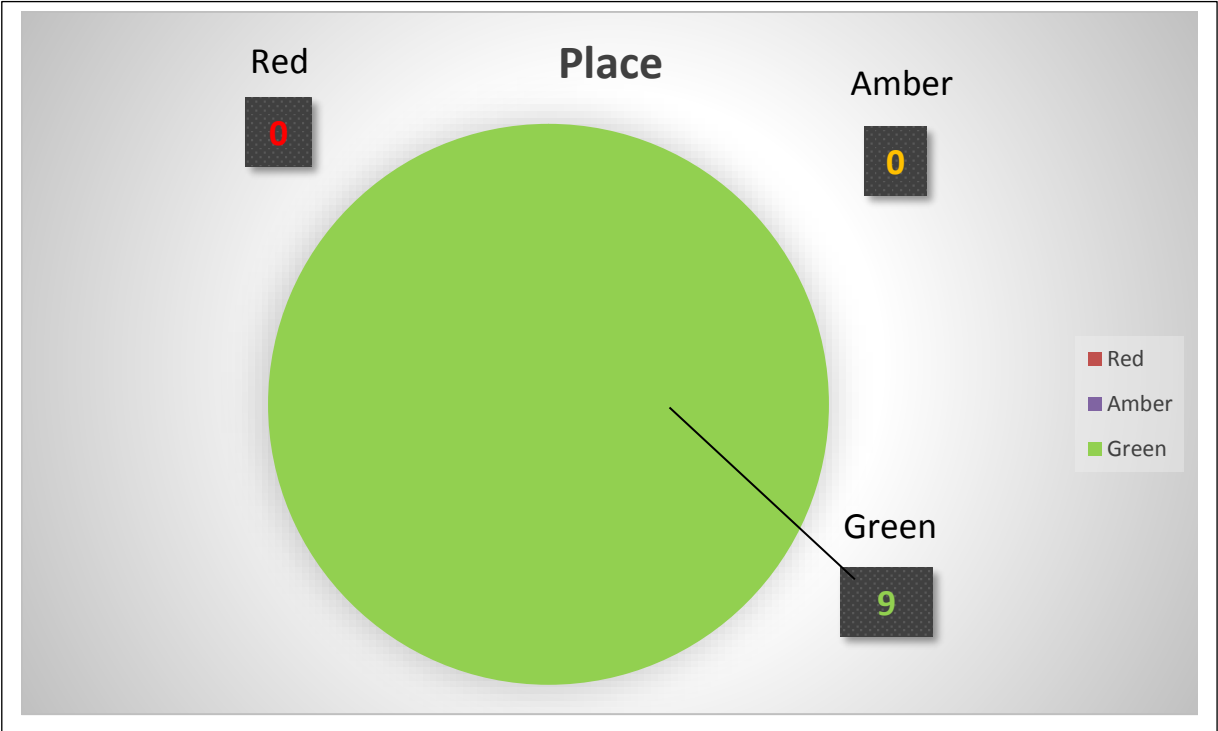
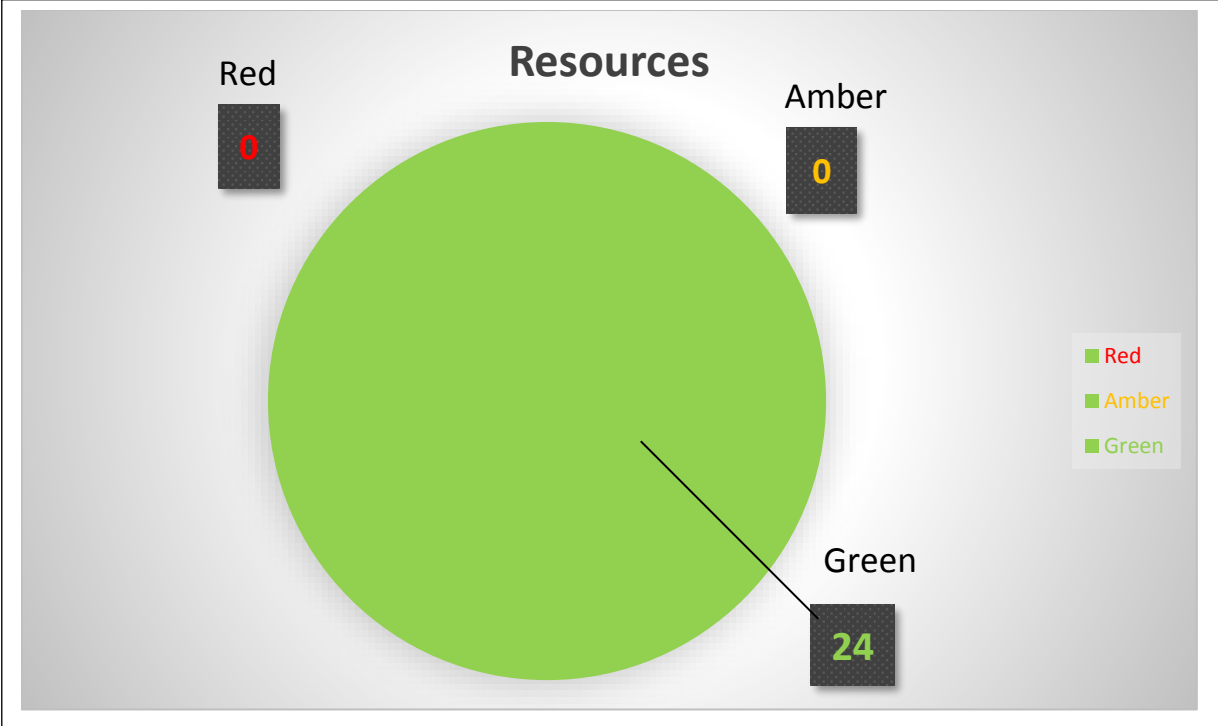
Workstream	RAG	Progress on planned activities/ Project Update	Activities/ decisions planned for next period
<p><b>Care Services</b></p>	<p>GREEN</p>	<p>Work underway working with Partner SBUHB on:</p> <ul style="list-style-type: none"> <li>• <b>Transforming Mental health Services</b></li> <li>• <b>Transforming Complex care</b></li> <li>• <b>Remodelling Acute Health and Community Services</b></li> </ul> <p>C&amp;YP Emotional and Mental Health            Progress has continued in some areas including:            CAMHS single point of access implemented            CAMHS liaison model expanded            Emotional health &amp; wellbeing service for schools established            Dedicated website with resources for CYP under development            Adult MH Services</p> <p><b>Psychological Therapies:</b> Stepped model for range of psychological therapies agreed  <b>Sanctuary Model</b> has been delivered  <b>Older People's Mental Health Services (OPMHS)</b> – Continues to be complex working between the Regional Dementia Strategy Group and OPMHS - single project scope</p> <p><b>Addressing Health Inequalities</b> – Workforce Engagement sessions held to gather information for the development of the strategic framework.</p> <p><b>Modernising Day Services</b> – Revised project scope for a day opportunity service model based on recovery rather than narrow educational support focus.</p> <p><b>Stabilisation and Reconstruction – communities, Third sector and Volunteering</b>            Successful events held with members of public and local communities; key products identified and planned for delivery. Focus on community engagement, planning, communications and digital inclusion.            Successful funding grant for Volunteer Recovery to develop new Volunteering Strategies and resources for the region</p>	<p><b>Transforming Complex care</b>            Agreement for funding of 21/22 CYP invoices and packages of care for the future March 2021            Mental Health Waiting times targets are expected to be met again from February 2021</p> <ul style="list-style-type: none"> <li>• The significant likely impacts of COVID-19 on demand for mental health services that will be need to respond to are:               <ul style="list-style-type: none"> <li>○ increased low level support needs</li> <li>○ increased numbers of people in psychological distress (WG priority)</li> <li>○ rapid response to provide support for people in psychological distress</li> <li>○ increased options for psychological therapies</li> <li>○ eating disorders service development (particularly CYP)</li> <li>○ Reflect WG Together for Mental Health Delivery Plan priorities</li> </ul> </li> </ul> <p><b>Stabilisation and Reconstruction – communities, Third sector and Volunteering</b>            Re-planning of Our Neighbourhood Approach and Cluster Whole Systems Approach projects underway for 2021/22 implementation.</p> <p><b>Remodelling Acute Health and Community Services</b>            Completion of a Regional Hospital to Home / Keep Me at Home Single Point of Access (Cimla Site) March 2021            Revised Regional Acute Clinical Team model development March 2021</p>

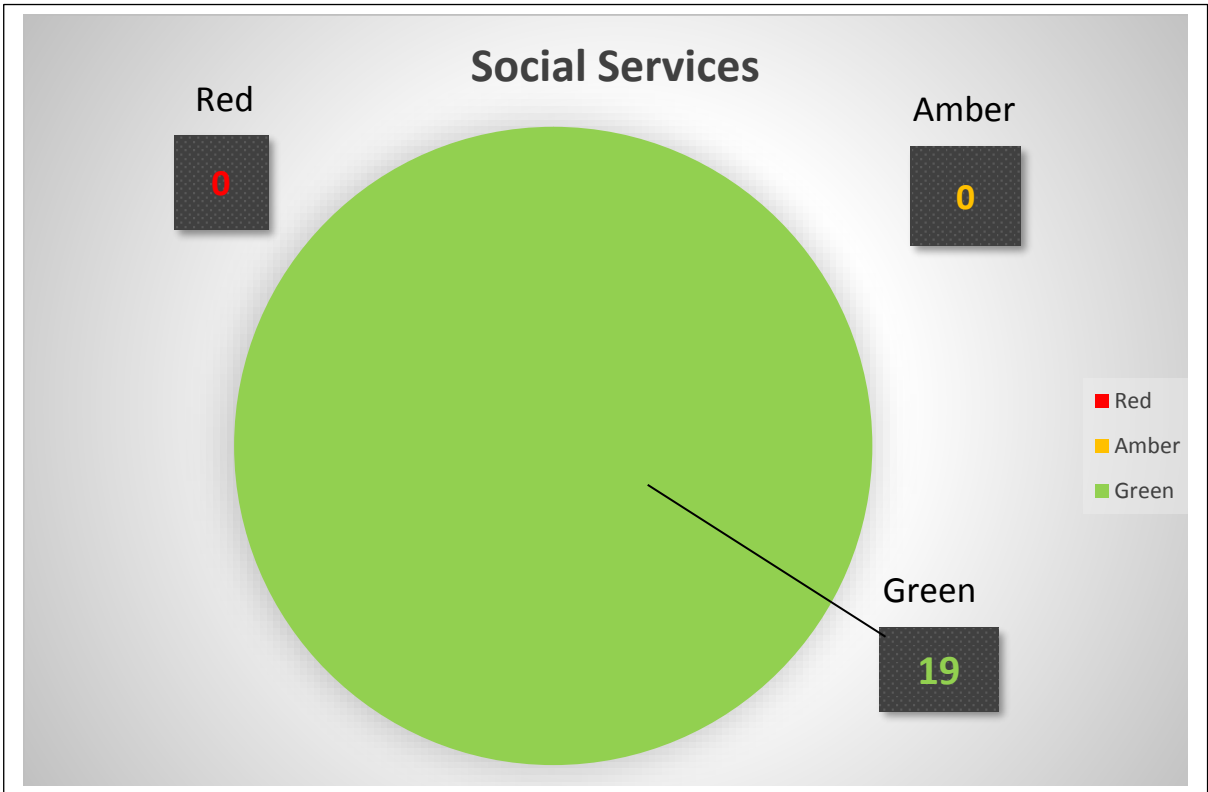
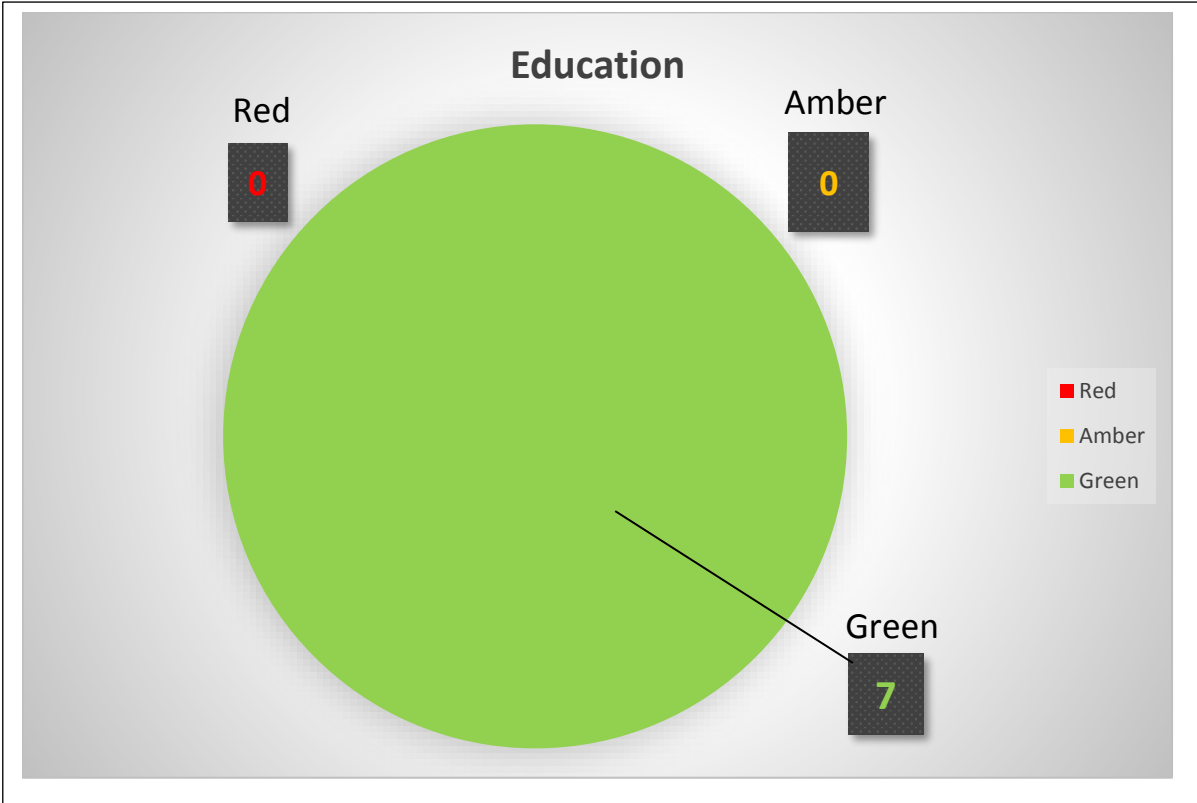
Workstream	RAG	Progress on planned activities/ Project Update	Activities/ decisions planned for next period
<b>Education and Learning</b>	GREEN	All topic areas being worked on and action plan in place.	<ul style="list-style-type: none"> <li>• Reviewing what role blended learning has in schools and any future restrictions. blended learning can be s</li> <li>• Return pupils back to school</li> </ul>
<b>Economy and Environment</b>	GREEN	<p>Active travel bids submitted - awaiting outcome</p> <p>Brief prepared and consultant procurement completed for economic development plan</p> <p>COVID Economic recovery plan draft prepared in partnership with regeneration Swansea</p> <p>Work continues on More Homes Strategy</p> <p>Introduction of new additional HMO licensing scheme in St Thomas</p> <p>Homelessness strategy reviewed</p> <p>Climate change Programme and steering board established</p>	<ul style="list-style-type: none"> <li>• City Centre transport strategy deadline April 2021</li> <li>• Economic Development plan final Draft May 2021</li> <li>• CCTV City centre Project Planning phase completed end March 2021</li> <li>• COVID Economic recovery plan draft prepared in partnership with regeneration Swansea present to March Cabinet.</li> <li>• City centre and BID repurposing strategy report Draft Final to be completed by end March 2021.</li> <li>• Receive applications from Landlords in St Thomas by end March 2021</li> <li>• New fee structure in place by 2021 for HMO licences</li> <li>• Capital Programme and WHQS compliance report goes to council March 2021</li> <li>• Homelessness strategy at mid point and review presented to Council March 2021</li> </ul>
<b>Community Support</b>	GREEN	<p>All topic areas being worked on and action plan in place</p> <p>Local Area coordination expansion plan in place</p> <p>Socio-economic duty implementation</p> <p>Poverty Truth Commission development and implementation</p> <p>Poverty and support</p> <p>Poverty toolkits and training</p> <p>Volunteering toolkits and training</p> <p>Funding obtained to support the ward plans, Local resilience and recovery plan templates</p>	<ul style="list-style-type: none"> <li>• Phase 1 expansion ((Wauarllwydd &amp; Cockett, Penlan and Killay &amp; Dunvant) 31/3/21</li> <li>• Awareness raising and initial phase of integrated Impact assessment proforma produced.</li> <li>• Recruitment of PTC commissioners 30/9/21</li> <li>• Identification of key issues, update Poverty Profile of Swansea 30/6/21</li> <li>• Develop toolkits for Poverty and Volunteering 30/6/21</li> </ul>

Workstream	RAG	Progress on planned activities/ Project Update	Activities/ decisions planned for next period
<b>Future Workforce and Equalities</b>	GREEN	Homeworking and Agile Working documentation updated for current COVID operations. Culture and behaviours for the authority being reviewed in light of agile workforce. <b>Digital first and transformation</b> GH network update underway	<ul style="list-style-type: none"> <li>Agile working policy for return to Business as usual being presented to CMT by end of Feb 21</li> <li>Workforce planning and the development of workforce plans to be re-established April 21.</li> <li>Culture and behaviours due to be presented to CMT by end March 2021.</li> <li><b>Digital first and transformation</b></li> <li>Tender for switch Feb 21</li> </ul>
<b>Post EU Exit Working group</b>	AMBER	Post-EU Exit group reviewing any impacts on the Council and Partnerships. Update Paper produced for March Council Due to COVID Tier restrictions full implications of the deal are yet to be seen or full impact recognised.	<ul style="list-style-type: none"> <li>Next Post EU Steering group meet on 17<sup>th</sup> February.</li> <li>Continue to monitor the situation (no escalation of any issues identified)</li> <li>Continue to meet monthly</li> </ul>
<b>MTFP</b>	GREEN	Tracker produced and will be monitored as part of the Steering group with any issues being escalated to the Board	<ul style="list-style-type: none"> <li>Detailed tracker to go to Steering group</li> </ul>

# Appendix 4 - MTFP Delivery Tracker

Red	not achieving target
Amber	risk of not achieving
Green	On target





# Agenda Item 7



## Report of the Cabinet Member for Children Services

Scrutiny Programme Committee – 16 March 2021

### Children & Young People's Rights Scheme Annual Progress Report 2020

<b>Purpose:</b>	To present the report on the progress of the implementation of the Children & Young People's Rights scheme in Swansea 2018-20
<b>Content:</b>	This report includes details of: <ul style="list-style-type: none"><li>• An overview of how the Children &amp; Young People's Rights Scheme was developed and is being implemented</li><li>• Details of how we have promoted knowledge and understanding of the UNCRC through training and awareness raising sessions</li><li>• How we have taken a whole Council approach to embedding Child Rights</li><li>• The participation of Children &amp; Young People in decisions that affect them (Article 12)</li><li>• Accountability and compliance</li><li>• Next steps looking ahead</li></ul>
<b>Councillors are being asked to:</b>	Give their views on the progress in relation to the Children & Young People's Rights Scheme and how the UNCRC has become embedded in Councils Policy Framework.
<b>Lead Councillor(s):</b>	Councillor Elliott King – Cabinet Member for Children Services
<b>Lead Officer(s):</b>	Jane Whitmore – Integrated Partnerships and Commissioning Team Manager
<b>Report Author:</b>	Katie Spendiff – Children's Rights Co-ordinator 07471145410 <a href="mailto:katie.spendiff@swansea.gov.uk">katie.spendiff@swansea.gov.uk</a>
<b>Legal Officer:</b>	Lucy Moore
<b>Finance Officer:</b>	Chris Davies
<b>Access to Services Officer:</b>	Rhian Millar

## **1. Introduction**

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

## **2. Annual Report**

- 2.1 This report is the fourth progress report on the due regard duty for embedding the UNCRC (United Nations Convention on the Rights of the Child) into the local authority policy framework and specifically focuses on progress made in the areas outlined in our Action Plan 2018-20.

- 2.2 The full report on the annual progress of the implementation of the Children & Young People's Rights Scheme in Swansea is **appended**. A bridging paper on progress made during lockdown is also attached for the attention of members.

- 2.3 This report includes details of:

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

## **3. Legal Implications**

- 3.1 There are no legal implications.

## **4. Financial Implications**

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

## **5. Equality and Engagement Implications**

- 5.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

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

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

- 5.2 The Children & Young People's Rights Scheme highlights the intrinsic links between the protected characteristics outlined in the Equality Act and the rights of children and young people.

When thinking about children's rights, there are equality implications in regard to age, and sometimes in relation to the other protected characteristics.

The due regard duty placed upon the Local Authority seeks to ensure that when decisions are made that affect children and young people, children's rights must be considered and acted upon if it is deemed that decisions being made have adverse effects on children and their equality rights. The inclusion of the UNCRC within the EIA process is contained within the report (Appendix 1).

There are no equality implications for the Children and Young People's Rights Scheme Annual Report (Appendix 1).

- 5.3 The UNCRC embraces children's right to be able to express themselves, and receive information in a language of their choice, including Welsh. The report outlines opportunities for participation where children and young people have been able to engage through the medium of Welsh.

Once Appendix 1 is approved and signed off, it will be published and promoted to children, young people, their families and other relevant stakeholders. Copies will be available in English and Welsh, as well as other languages if required.

- 5.3 No EIA screening report is required for the development of Appendix 1. A full EIA for Swansea's Children and Young People's rights scheme was produced at the time of its development (2014), and a new Screening Report and Full EIA will be developed based on recommendation within this report, as the renewed Children's Rights Scheme is developed (2021).

**Background Papers:**

Children & Young People's Rights Scheme

<http://www.swansea.gov.uk/childrensrightsscheme>



**Appendices:**

Appendix 1: Annual Report on the Progress of the Implementation of the Children & Young People's Rights Scheme in Swansea

Appendix 2: Children's Rights Annual Monitoring Bridging Report

# Appendix 1

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Improving How We Work

# Children's Rights In Swansea

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A progress report on implementing the Children  
and Young People's Rights Scheme in Swansea

September 2018 - March 2020



# Foreword, Cllr. Sam. Pritchard

## Cabinet Member - Children's Services



Page 33

*Children and young people have always been a priority for the City & County of Swansea.*

*The City & County of Swansea is the first local authority in the UK to voluntarily make a public commitment to Children's Rights and create a platform for change to achieve a culture where there is a full appreciation of children's rights, and that we consciously consider them in all of our work so that ultimately it results in better services and lives for children, young people and families in Swansea.*

*Adopting this approach challenges existing ways of working and we are starting to see a culture change as we further develop our approach and embed our policy into practice.*

*The Children and Young People's Rights Scheme is an innovative road map to ensure consideration is given to the UNCRC in every decision the council makes. The success so far would not be possible without a partnership approach which includes working with our schools, communities, council services and wider partners to make this happen. We are delighted to be working with a wide group of people with a shared interest and commitment to this agenda.*

*The Children and Young People's Rights Scheme is an innovative road map to ensure consideration is given to the UNCRC in every decision the council makes. The success so far would not be possible without a partnership approach which includes working with our schools, communities, council services and wider partners to make this happen. We are delighted to be working with a wide group of people with a shared interest and commitment to this agenda.*

*The report captures the actions and progress that we have seen so far and we are both really pleased and impressed with the feedback received in relation to adopting a rights based approach. Awards are good, but putting child rights at the heart of our business is the right thing to do which is far more important for the future of our children and young people in Swansea.*

**We are committed to children's rights.**

We are creating a culture where children's rights are at the centre of our work. We aim to consider them in everything we do. This is important. Every Child has rights. Understanding and respecting Children's Rights gives us better services and better results in the lives of children, young people and families.

## **Children's rights**

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

Pages 4

# **1. Introduction**



## **The Children and Young People's Rights Scheme in Swansea**

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

We do this by:

- Encouraging participation so children and young people have a say in decisions
- sharing knowledge and understanding of the UNCRC
- Having systems for feedback and complaints
- Gathering evidence of how following the UNCRC changes decisions and improves lives.

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

## In Swansea

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

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

We work with schools, communities, services and other partners to make sure children and young people have lots of chances to have their voice heard:

**- Big Conversation Forums:** 795 children and young people participated in Big Conversations exploring topics such as LGTQIA+, alternative education, ALN codes of practice, city redevelopment, housing and homeless, stronger communities and working with nature. 32 primary schools and 13 secondary schools engaged.

**- Big Conversations for those who have experienced care:** 67 children took part in forums to let us know what is important for children in care and those who have been, and have now left.

**- Big Conversations to discuss Community Cohesion:** 50 young people took part in opportunities for facilitated discussions around issues such as extremism, rumors in communities, community cohesion, racism and prejudice

**- School Project Work:** 609 children worked with through visits to schools, to school councils and other school clubs.

## 2. Engagement and Participation

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

Our duty is to create as many opportunities as possible for children to have a say in decisions which affect their lives



# What difference has listening made?

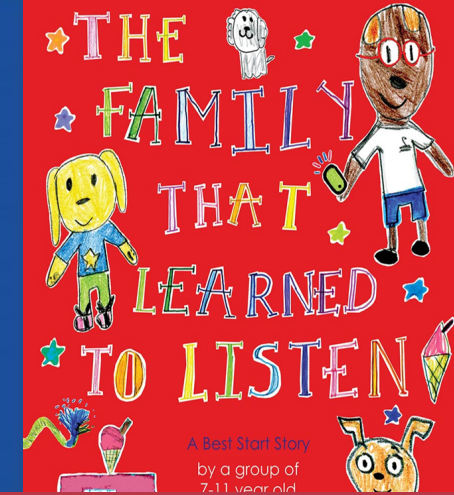
Children and young people are valuable in helping to create better services. Decision-makers and workshop providers gave feedback on topics children discuss in the form of You Said - We Did - This Means. Some of the outcomes are below:



## Article 12

Every child has the right to say what they think in all matters affecting them, and to have their views taken seriously.

[www.OutsideClassroomBeards.co.uk](http://www.OutsideClassroomBeards.co.uk)



### Equalities

Councillors held discussions with children and young people focusing on experiences of inequality. These views helped inform Swansea's Equalities Scrutiny Report.



### Alternative Education

Young people had a say on the new site for Alternative Education Provision in Swansea. Their ideas helped inform the design process of the buildings.



### Period Poverty

Schools have introduced schemes where pupils can access free sanitary products at any point in the school day to help combat absenteeism resulting from period poverty.



### Resources

"The Family that learnt to listen", a Children's story book and "I Have a Voice", a video resource, have been developed by Care Experienced Children and Young People



### Recruitment

Young people who receive a service from Children's Services devised, facilitated, scored and evaluated a young person's section of recruitment process for Principle Officer Posts



### Counter Extremism

Young people and volunteers from groups, schools and clubs in Swansea and NPT met to discuss counter-terrorism and are re working on community action projects to counter far-right narratives locally

## 3. Promoting Knowledge and Understanding

Our duty is to develop knowledge and understanding of the UNCRC through training for staff and decision makers.

We are committed to supporting people to understand children's rights.

We want services to think about the UNCRC in their day to day work.

Children's Rights training has been provided to 192 members and officers.

### 1 Rights in Early Years

UNCRC specific training within the early years sector is delivered through the Family Information Service training booklet.

We have incorporated into the Successful Kinaesthetic Intervention for Pre-Schoolers (SKIP) programme, the concept of children's choice. Children, aged from 2-3 design their own assault/obstacle course to encourage independence and also develop gross locomotor skills

### 2 Rights in Schools

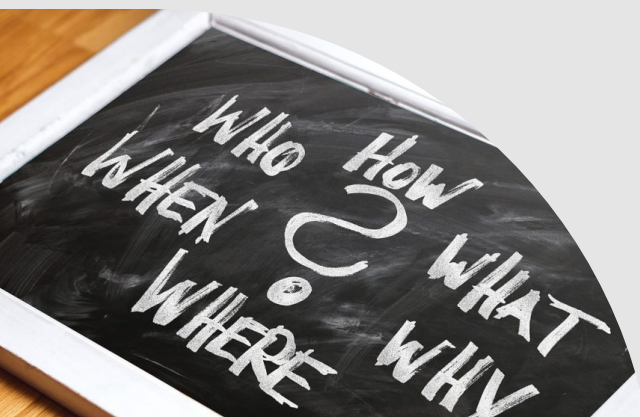
Training for headteachers and officers to become Rights Respecting Schools assessors has taken place, as well as bespoke Unicef and Council UNCRC sessions for schools engaged in the Rights Respecting Schools. Award,

### 3 Rights in Child and Family Services

Children's Rights and Advocacy training is incorporated into the Social Services annual training programme, and facilitated regularly for foster carers and social work students.

### 4 Children's Rights as Human Rights

As a part of discussions regarding Human Rights, a training session was piloted within Cultural Services to consider children's rights as human rights, and the rights all people have whether they are children or adults.



## 4. Raising Awareness of Children's Rights

We want everyone to know about children's rights.

We have a duty to raise awareness of the UNCRC to everyone including children and young people.

Children and young people have developed a **county-wide rights mascot**, called Dilly Dragon. Dilly has:

- A flag that flies during planned periods from the Civic Centre Building
- #DillyDragon #DdraigDilly linked to the Corporate Facebook and Twitter
- Promotional materials like pens, headphones, water bottles, posters and badges.
- An Instagram page @dillydragonswansea

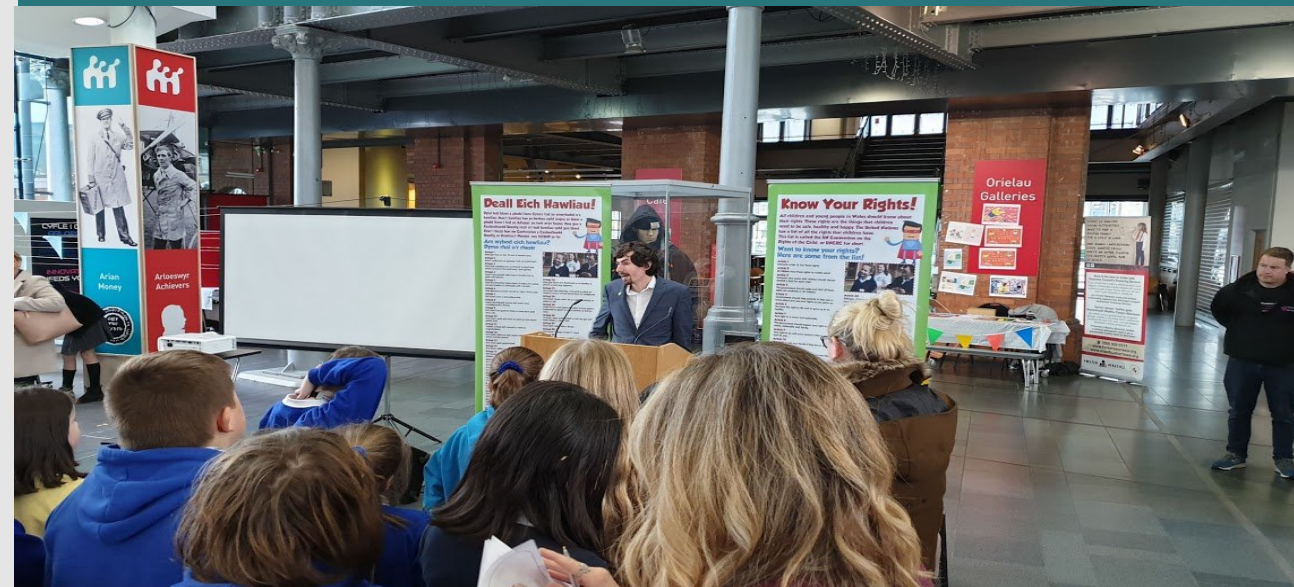
The **Public Service Board** continues its commitment to rights, using rights based language at the heart of its work, committing to offering children the Best Start in Life and ensuring that Swansea is a City for All, where everyone can enjoy their rights.

Professionals have recently presented on **early years work** in Swansea to the Royal Foundation. A large part the presentation was the focus on rights based practices in early years in Swansea, incorporating the Council's commitment to the UNCRC, including rights based story books that were produced. The focus on rights was commended.

2019 saw the celebration of the 5th anniversary of Swansea's Children's Rights Scheme in Swansea.

The event was a celebration of Swansea's Rights journey so far, and of the many people from schools, communities and services who work together to make Swansea's commitment to rights a reality for children and young people.

204 children, young people and service providers participated in, and 72 children, young people and service providers facilitated stall and activities at the National Waterfront Museum, where rights were celebrated through activities, speeches, information stalls and consultation opportunities.







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In Swansea, everyone working for the Council is committed to the best outcomes for children and young people, delivering the best services and keeping them safe.

**UNCRC ARTICLE 3:  
BEST INTERESTS OF THE CHILD**

The best interests of children must be the primary concern in making decisions that may affect them.

## 5. A Whole Council Approach to Embedding Children's Rights

The Children's Rights Scheme has changed how we work.

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

We have worked together to consider how rights based approaches underpin practice by:

Ensuring children's human rights are included in key policies such as:

- Strategic Equality Plan
- Consultation and Engagement Plan
- Within 'Live Well, Age Well' components of Swansea's Well-being Plan
- Swansea's Co-Production and Engagement Strategy

Extending learning from children's rights based approaches more broadly to think about every person's human rights by:

- Exploring what it means for Swansea to be a Human Rights City
- Applying learning to what rights means for people across the life stages, ensuring Swansea is a city for all, where every person has the opportunity to have the best start in life and live and age well.
- Developing a Poverty Truth Commission

There are many areas of work where it is possible to observe due regard to the UNCRC:

## Care Experienced Children and Young People

“Honesty, trust and respect” are the main themes to have permeated work with care experienced children and young people aged 7-18 years. Throughout work in 2019/20 these three values, as well as claiming rights, have been the consistent messages.

Topics covered at Big Conversations for Care Experienced Children and Young People include:

- Your Service
- Your Paperwork
- Looked After Education provision
- “You said, we did, what next” Big Conversation

Project work with Care Experienced Children and Young People:

- Workshops on re-branding/creating a new name for the LAC Team,
- Development of the Corporate Parenting Board Film “I have a voice”
- “The Family that learnt to listen”: a Children’s story book written by 7-11 year old Care Experienced Children with Thomas and Helen Donaldson, in partnership with the Council’s Early Years Team as part of the Best Start Strategy
- Recruitment: 4 groups of young people who receive a service from Children’s Services devised, facilitated, scored and evaluated a young person’s section of recruitment process for Principle Officer Posts

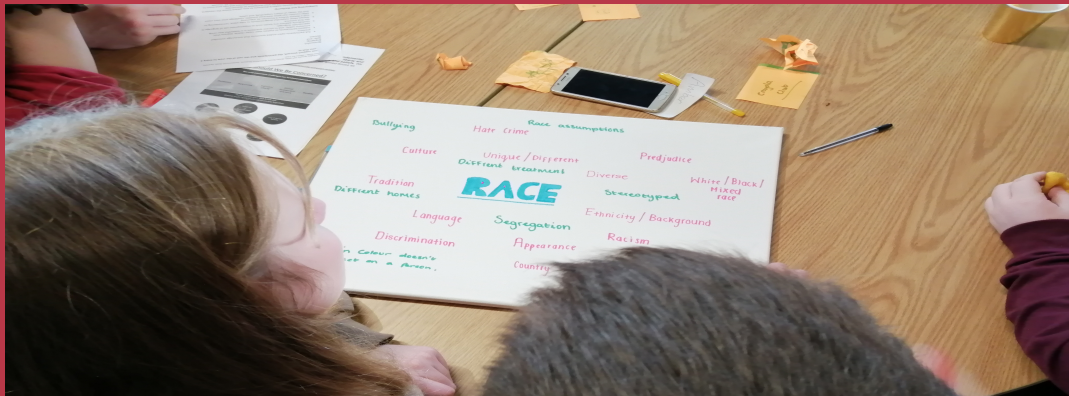
## City Centre Regeneration

- The City Centre Regeneration Programme Team have made much progress in giving regard to the UNCRC within their work to regenerate and develop Swansea and its City Centre.
- Regard for the UNCRC is incorporated in the councils “Sustainability Statement” which sets out the Councils expectations of contractors, and tendered work in achieving high standards of sustainable development and environmental performance. Swansea Council recognises that taking a sustainable development approach is central to ensuring Swansea is a great place to live now and in the future and to ensure developments meet well-being needs and are informed by the citizens, ensuring Swansea is somewhere that is inclusive and safe and supports a prosperous and resilient economy.
- School children have been engaged throughout City regeneration developments and informed the planning of new developments in a timely way, which have included considering what a “City for All” would look like, developing a Children’s Rights “Dilly Dragon” (Children’s rights mascot in Swansea) trail, voting for play options within the City play space and considering what they would like the new planned “Arena Development” to bring to Swansea. As a result the Arena operator has detailed their play strategy in their procurement documentation detailing how they will be going out to schools to run different workshops which will enable children of all ages and abilities to enjoy the Arena regardless of socio-economic background.

# Community Cohesion

The School Swap, a community cohesion initiative for approximately 50 young people aged 11-18 across Swansea, Neath Port Talbot and Bridgend aims to:

- Grow social capital amongst different groups of people by exploring cultural and social differences with respectful curiosity through facilitated discussions, resulting a filmed documentary and future action plans. Support young people across the region to learn about themselves and others of different backgrounds, cultures, faiths and communities through a series of rights based discussions and activities.
- Allow safe opportunities for facilitated discussions around issues such as extremism, rumours in communities, community cohesion, racism and prejudice that have potential to affect residents of three regions and to consolidate these findings to create a documentary about the process and outcomes of the project.
- Extend the cohesive nature of working together to adults in the community through parent/carer engagement and multi-agency partnership working with outside agencies like social services and local businesses.



# Council Policies

Children's rights are part of our corporate plans including our Strategic Equality Plan, County-wide Corporate Plan, Overarching Safeguarding Policy as well as within our democratic reporting and scrutiny reporting processes.

## Council Tax Policy

Activity has been undertaken by staff in the Revenue and Benefits team to make children's rights accessible to those who would usually have no contact with children through their work. The team have been supported to give consideration to children and families, particularly in relation to the Council Tax process, offering more flexibility than the usual process affords, by giving consideration to how a child's rights may be affected by it.

## Corporate Building Services

This service has incorporated the UNCRC across its strategic priorities and policies. All staff have received rights based safeguarding training and have a good knowledge of children's rights and signals that they may observe in the community that indicate children are not in receipt of their rights.

More work needs to be done to explore rights based practice in services indirectly working with children and young people.

# Dementia Friendly Schools

- An intergenerational storytelling project to bring together the young and older people of Swansea. The aim is to create an understanding of Dementia and to explore issues around being young and old, to learn from each other and to celebrate those moments through finding and telling our stories.
- Funded by the Integrated Care Fund (ICF) to develop a “Dementia Friendly Generation” and raise awareness of dementia across Swansea. Council teams are working in partnership with the Alzheimer’s Society to develop this project.
- 8 Schools are involved in the project; 2 Comprehensive Schools and 6 Primary Schools
- 8 Schools 1 Primary and 1 Comprehensive, officially recognised and accredited by the Alzheimer’s Society as Dementia Friendly Schools
- 6 School Dementia Friends Champions trained
- 14 Dementia Friends information sessions delivered
- 2 Whole school assemblies delivered
- Fundraising occurring in each of the 8 schools
- 5 Schools linked with Dementia Specific Care homes and attend regularly.

# Early Years

## Healthy Pre School Scheme & Gold Snack Award Settings:

- Encourage a self-serve element into snack time to encourage independence, and develop confidence. This has been recognised by CIW in inspection reports.
- Provide free access to water at all times for children to self-serve. This gives children the opportunity to access water whenever they want a drink, and also helps develop independence and confidence.
- Recognise children as capable and active participants. Cookery activities have been designed so children prepare their own foods using knives. This work has now been extended beyond healthy pre-schools and the childcare workforce where pilot sessions with parents and their children to show this capability are taking place, beyond the door of the nursery.

## Within the Early Years Team

- Working with colleagues within the ALN Unit, Person Centred Planning and One Page Profiles for the Early Years sector, have been developed.
- The Childcare and Early Years Conference, ‘Healthy Hearts’ & ‘Happy Faces’ delivered a suite of training across our Childcare and Early Years workforce including Early Years Health Professionals. Childcare settings across the Council have benefitted from an extended provision of support that has gone beyond the one day conference. Settings have been supported to develop and improve areas of their work which has included the participation of children. Key areas of development include physical literacy, circus skills, developing nutritional meals and snacks including cooking with children and opportunities to improve outdoors provision.



## Education

### ALN Code of Practice

Children and Young People have been working with Education Officers to influence the development of the new ALN code of Practice. Input from learner's helped shape a formal response on behalf of Swansea to Welsh Government.

### A Vision for Education

Children and Young People have supported education services to think about what education means and what the vision for education should look like in Swansea. this work has informed the vision statement for Abertawe 2023.



## Equalities

### Strategic Equality Plan

The UNCRC remains integrated into the revised Strategic Equality Plan (SEP) for 2020 to continue to raise awareness and place children's rights at the heart of decision making across all directorates of the local authority.

The local authority continues to build upon the lessons learnt from embedding children's rights in policy and practise and therefore greater focus has been given to awareness raising of broader Human Rights within the Strategic Equality Plan and the relationship between rights and equalities, ensuring an equitable provision of services for all.

### Strategic Equality Plans in Schools

Schools face the same obligations as the local authority in terms of meeting the Public Sector Equality Duty for Wales, such as setting clear equality objectives. A Strategic Equality Plan template specifically to assist schools in Swansea was developed by Access to Services, Life Stages Team and Education to assist schools in its duty and help further evidence of embedding of children's rights.

# HORRIBLE HISTORIES

## Horrible History

Many schools are now Rights Respecting schools and most children will be aware of the UNCRC. But how did we get to where we are today in recognising children's rights?

Swansea museum has developed a session that takes children back 200 years when childhood for the majority of children was a very different story compared to today.

Aimed at Years 1 - 6, the sessions focus on a local context historically, but also considers the national and international situation over a 200 year timespan, covering:

- Historical context on children's rights and how they evolved, along with some comparison to the evolution of women's rights and animal rights.
- Interaction with historic objects
- Historical documentary evidence
- Testimony of children working in mines and factories
- Newspaper reports from the period

## Housing and Homelessness

Representatives of Swansea Council's Housing Department have been working with children and young people to:

- Increase understanding of factors that can cause homelessness
- Explore ways in which homelessness may be prevented
- Understand barriers the young people face that may lead to housing problems

The opinions, suggestions and discussion findings were used to inform a new Housing Strategy that is being written to help people who are homeless and at risk of homelessness across Swansea.



## Intergenerational Work

As a part of our attempts to consider rights across the life stages, opportunities for people, younger and older, to come together have been developed. One of these opportunities has been the introduction of Intergenerational Big Conversations. (IBCs).

IBCs offer the opportunity for children, young people and adults to come together to discuss issues that affect them both individually and collectively.

So far, 3 IBCs have taken place, each with over 50 participants.

Topics discussed include:

1. Human Rights and Equality for All
2. Celebrating diversity through tolerance and respect
3. Learning Life Skills from each other



## Play

The Play Service in Swansea is fundamental to promoting children's rights. As well as providing advice, support, guidance and training opportunities to staff and others, a central element of the work of the play team has been to engage in consultation with school pupils regarding play space development:

Hollett Rd new play area with Gwyyrosydd School Council

- initial ideas session
- Site Visit
- Final design decision meeting

Heol Las play area with Birchgrove School Council

- Final design decision meeting
- Invited to officially open the new play area end of march

Supporting Friends of Morrision Park Group with evidence for developing a play area in Morrision Park with TanyLan Primary School, Pentrgraig Primary School and Morrision Primary School.

Early support for Mayhill Friends of group where Play On Wheel (POW) sessions have been delivered onsite during holidays

Also, Children and young people are involved in the development and review of Swansea's Play Sufficiency Assessment.

# Schools

30 effective practice reports exist at [www.estyn.gov.uk](http://www.estyn.gov.uk) for Swansea Schools. Particularly among Secondary schools, the number of these reports is disproportionately high compared to other authorities. All reports were rights based in nature.

## Best Interests

- Developing Thematic Projects (Bishop Gore)
- Professional Development (Clase)
- Culture of professional reflection and learning (Hafod)
- Placing rights in the heart of curriculum development (Hafod)
- Improving Practice and Pedagogy (Pontarddulais)
- Addressing shortcomings in teaching (Sketty)
- Raising Standards in Literacy and Numeracy (YGG Gwyr)
- Schools Culture focussed on Children's Rights (YGG Llwynderw)

## Non-Discrimination

- An Ethos of Mutual Respect (Birchgrove)
- Tackling Poverty, Improving Attitudes (Cefn Hengoed)
- Inclusive and nurturing environments for all (Cwm Glas)
- Reducing anti-social behaviour in the community (Hafod)
- An innovative approach to supporting traveller families (Pentrehafod)
- Helping Children with additional learning needs to reach their potential (St.Helen's)
- Innovative approach to more able and talented (Ynystawe)

## Survival and Development

- Influencing Well-being and the Curriculum (Cefn Hengoed)
- Music therapy: emotional and behavioural development (Christchurch)
- Taking Teaching Outdoors (Crwys)
- Achieving standards through well-being (Graigfelin)
- Enhancing Entrepreneurial Skills (Graifelin)
- Improving the iLearn Curriculum (Olchfa)
- Allignment of attainment and well-being to track pupil's progress (Pentrehafod)
- Developing Pupil's Digital Skills (YGG Bryntawe)

## Participation

- Nurturing Environments (Clase)
- An inclusive Ethos and culture that promotes participation
- Involving Stakeholders in identifying priorities (Oakleigh House)
- Involving parents and pupils to develop curriculum (Penllergaer)
- Engaging with parents to improve pupil attendance (St. Helen's)
- Working with pupils to plan a better curriculum (YGG Lonlas)
- Changing the structure of the school council (YGG Bryntawe)

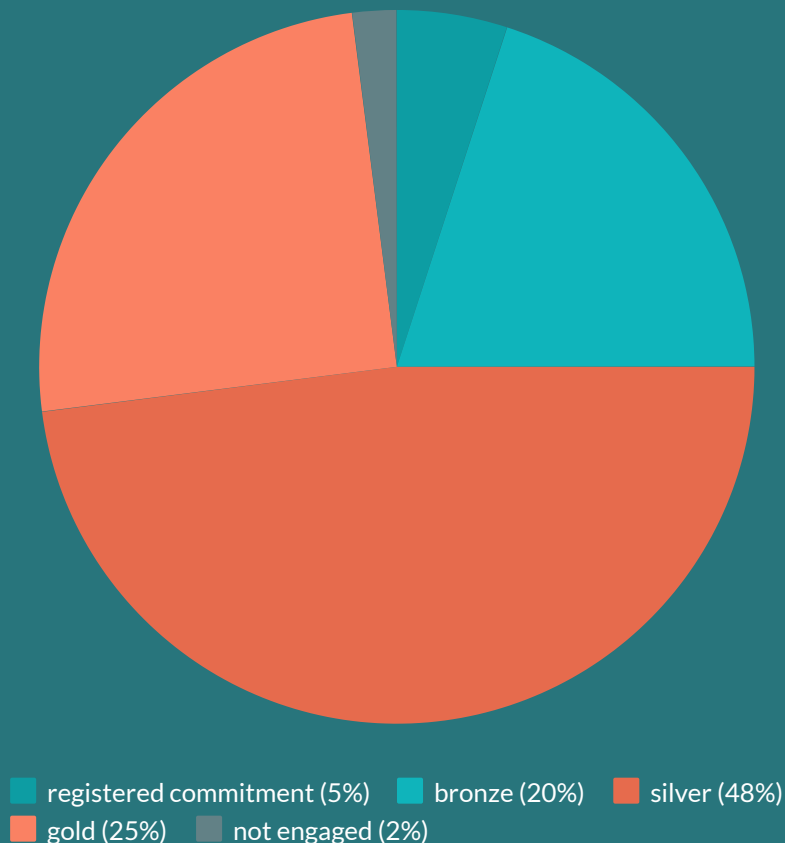


# Rights Respecting Schools

In 2013, Swansea Council made a formal commitment to ensuring that children's rights, as outlined in the United Nations Convention on the Rights of the Child, are central in decision-making processes that affect children and young people.

An element of this commitment has been to extend existing good rights-based practice, by rolling out a citywide commitment to UNICEF's Rights Respecting Schools Award. Significant progress has been made since 2014 in engaging and supporting schools through this journey:

RRSA Progress 2019



In 2018, 7 members of staff trained to be able to carry out Rights Respecting Schools Award assessments internally.

Schools progressed/re-accredited their RRSA status within the reporting period of this document:

## Bronze:

Llangyfelach Primary, Sketty Primary, Cwm Glas Primary, Oystermouth Primary

## Silver:

Bishopston Comprehensive, Ysgol Gymraeg Lon Las Oakleigh House, Sketty Primary

## Gold:

Pentrehafod, Ysgol Gynradd Bryntawe, Gwyrosydd Primary, Hafod Primary, Terrace Road Primary, Bishopston Comprehensive, Gowerton Comprehensive

# 6. Collecting Evidence

We have a duty to make sure give consideration to the UNCRC, are accountable, and have evidence of the difference it makes. we have done this in the following ways:

## Rights Respecting Schools Award

According to a recent Unicef report, 'Impact:2018', where information from 325 Headteachers, 12,400 staff, and 80,000 children was gathered, the impact of Rights Respecting Schools Award is:

### Children feel safe in school

- 82% of children and young people in Gold schools say they feel safe in school, an increase of 6% since before work began.
- 93% of headteachers in Gold schools report a noticeable reduction in exclusions and bullying, an increase of 23% from Silver.

### Children are engaged in their education

- 80% children and young people at Gold schools feel listened to, an increase of 6% from before work began.
- 59% of children and young people at Gold schools say they can influence decisions, an increase of 5% from before work began.
- 99% of adults in Gold schools report high levels of pupil engagement, an increase of 8% from before work began.
- 79% of children in Gold schools know what they need to do to make progress in class, an increase of 9% from before work began.

### Adults have positive relationships and enjoy their jobs

- 98% of adults in Gold schools report enjoying their work, this is up 4% from before work began.
- 99% of adults in Gold schools report respectful relationships between other adults, this is an increase of 5% from before work began.

## Children's Rights Impact Assessments (CRIAs)

The CRIA process was embedded within the Equality Impact Assessment process in November 2014, when the Children and Young people's Rights Scheme was formally launched.

Embedding the Children's Rights Impact Assessment within the Equality Impact Assessment provides a platform for services, who may not do so as a matter of course, to be supported to consider how their service or policy decisions affect children and young people (considering age as a protected characteristic), and to be supported to engage with those service users to ensure decisions are made in their best interests and that they are effective in meeting their needs. Engagement between council services and children & young people has increased as a direct result.

**Number of full EIA reports required as a result of screening forms received (within this reporting period) = 21**

**Number of full EIA reports that had a direct impact on Children and Young People within this reporting period) = 14**

Children's Rights Impact Assessments have been submitted from across the directorates of the City & County of Swansea and examples received have had both a direct or indirect impact on children and young people.

# 6. Collecting Evidence (cont.)

We have a duty to make sure give consideration to the UNCRC, are accountable, and have evidence of the difference it makes. we have done this in the following ways:

## Academic Review

In 2019, an academic review of Swansea's Children and Young People's Scheme was undertaken as part of a Master's Dissertation at Cardiff University.

*'From Rhetoric to Reality: How Effectively Does Swansea Council Enact its Children and Young People's Rights Scheme?'* details how council officers, managers and members interpret the Children's Rights Scheme in their day to practice. The study considers where this has work well and where improvements can be made, concluding with the following recommendations:

### Participant recommendations

- Children's rights should be explicitly incorporated into corporate competencies, increasing its focus for people, ensuring that employees make the links between their role, rights and organisational expectation;
- Each Cabinet Member should have responsibility for UNCRC within the portfolio.
- A SMART framework for the Scheme should be developed to clarify intended outcomes and steps required to achieve them, thus clearly showcasing impact;
- Understand the connections between the Scheme and statuses we have in Swansea, putting the child at the centre, but connecting the approaches to understand how work is rights based.
- Engage with the private sector in both a people and place focussed way, to support community resilience and the ambitions of the communities we live in;
- Involve children in a refresh of the Scheme so that they can influence what is important moving forward;
- Opportunities to celebrate rights-based approaches should be made compulsory. An onus on every department is required to show how the whole council contributes to realising children's rights.

### Researcher Recommendations:

- Further exploration is needed to understand how regularly and how well we listen to and include children in decisions that affect them.
- The importance of listening to, and including children in decisions that affect them should be clarified in the Scheme. This should include a clear organisational expectation of what paying due regard means in terms of listening to children, and taking them seriously, inside and outside of forum activity.
- More work is required to understand how due regard is paid within departments (rather than across the Council). This can identify areas of development, and highlight good rights based practice in unanticipated fields of work.
- More work is required to promote knowledge and understanding of participation opportunities such as the Big Conversation to departments that do not traditionally deal with children;
- Exploration of the extent to which the Scheme is monitored, and how the Council is held accountable to it, is required. Little information exists in this study on the role and usefulness of the annual report, and gaps in compliance and accountability have been raised by participants themselves in relation to the CRIA. Exploration should include monitoring, accountability and impact of CRIAs.

# 7. Improving How We Work

## Moving Forward

It is important to make sure that the Children's Rights Scheme is relevant, useful and impactful for children and young people in Swansea.

In the next 12 months, we need to evaluate how well the Children's Right Scheme works:

- We will build on the academic review of the Scheme and consult with children, young people and relevant stakeholders to review and develop a Scheme fit for the future.
- We will take on board the recommendations from the review and record how we can and cannot change/improve practice.
- We will review how to record and evidence how due regard to the UNCRC is paid to ensure the wealth of good practice taking place is appropriately captured
- We will explore how learning from children's rights based practice can be extended across the life stages. •
- We will promote how children and their families can let us know if they feel their rights are not being met.
- We will investigate the most effective ways of teaching about rights in schools.

## Making Sure People Can Let Us Know What They Think

**We have a duty to make sure we can receive feedback and complaints.**

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

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

It is **UNCRC@swansea.gov.uk**

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

This can be accessed at <https://www.swansea.gov.uk/article/1808/Search?q=Making+a+complaint>

**Thank you for taking the time to read this  
report**

**If you have any questions regarding the  
content of this report please contact  
[UNCRC@swansea.gov.uk](mailto:UNCRC@swansea.gov.uk)**



### Children's Rights Annual Monitoring Bridging Report

This report discusses Rights Based work in respect of children and young people in Swansea during the period of April 2020-March 2021.

#### Contents:

1. Lessons Learned through a pandemic including examples of engagement practice during lockdown
2. Restructure of life stages team
3. Plan on a Page: Restructure and Remodel of Children's Rights work
4. A proposed draft of Children and Young People's Rights Scheme 2021-23
5. Gaps and recommendations for recovery from Covid-19

## 1. Engagement of Children and Young People: Lessons Learned through a Pandemic

In Swansea, meaningful and inclusive opportunities for children and young people to be heard in decisions that affect them is a priority. Since 2014, the county mechanism to ensure this has been called the Big Conversation, offering opportunities for nearly 10,000 children and young people aged 5-25years to engage in accessible and meaningful opportunities to be heard.

The Pandemic meant that thought had to be given to how and where we engage with children and young people, in this new and unprecedented time of working. Engagement with children, young people, families, practitioners and data was undertaken between April-September 2020 to understand what good involvement may now look like.

Learning through a pandemic	
Who engaged?	What did this engagement look like?
<ul style="list-style-type: none"> <li>• Children and Young People</li> <li>• Education colleagues</li> <li>• Social care colleagues</li> <li>• Third sector colleagues</li> <li>• Colleagues working with younger children</li> <li>• National participation officers across Wales regarding what effective engagement of CYP does/might look like moving forward;</li> <li>• Children’s Commissioner’s Office for Wales</li> <li>• Children in Wales</li> </ul>	<ul style="list-style-type: none"> <li>• Mapping of information and support services, and how they have been adapted during covid, to promote online for cyp.</li> <li>• Coronavirus and Me</li> <li>• Making use of partner data from families and practitioners</li> <li>• CiW/ UNCRC call for evidence</li> <li>• Scoping and mapping what exists and what works well in respect of group work and participation</li> </ul>

## Examples of engagement practice during covid

The embedding of children's human rights as part of our commitment to the UNCRC requires a whole Council approach to engagement and involvement. The effort of Council departments to adapt and change to continue to work with children and young people was significant, and often effective. Where direct work was required and where groups of young people already existed, good examples of rights based practice were evident:

### Info-Nation

Info Nation as an information, advice and guidance services for young people was able to adapt quickly, building on previous knowledge and experience of online platforms.

While drop-in services were unavailable due to lockdown, immediately young people were able to continue to access one-to-one information, advice and support enquiries online via email, direct messaging opportunities, via social media and online chat sessions. As a central hub of information, Info nation were also able to quickly disseminate information young people regarding coronavirus, and the rules cascaded from Welsh Government.

### What difference has this made?

The right to access information has been fundamental to all during lockdown. Being able to access quality information, support and guidance has not only enable young people to receive accessible information about how to stay safe and abide by the rules of lockdown, but also to have direct access to workers who are able to support young people's well-being at a time where this has never been more important.

### Pitchin', in the Kitchen: Opportunities for Care Experienced Children and Young People

Pitchin', In the Kitchen is a set of activity packs designed to build relationships and combat feelings of isolation that young people have seen as a priority during lockdown. These packs were created in collaboration with the amazing Care Experienced young people of Swansea, Swansea Children's Services Team and Mess Up The Mess Theatre Company, as part of a Well lawn project funded by the the National Lottery Community Fund. In the midst of Covid19 lock-down, Mess Up The Mess met with young people over Zoom; a very different way of working but still a lot of fun.

The pack was created in partnership with a team of artists, and cake designers to make the young people's vision come true. The young people have been vital to designing this pack from start to finish. The pack contains a number of activities including opportunities to have fun, bake together, play together, and laugh together – in either the real or virtual world. Anyone who would like to check out the tasty recipes or fun activities that bring people together and make them feel extra special, you can find Pitchin', In the Kitchen at <http://messupthemess.co.uk/pitch-in>

### What difference has this made?

This project is fundamental to the principle of participation, not only in listening to what matters to children and young people, but also in supporting them to feel connected and part of a community, in times where it is easy to feel isolated. This work has been instrumental during lockdown for social care practitioners, who have made effective use of it to build rapport and relationships with children, young people and families, where they usually do so face to face.



### **Young People's Recruitment Panels**

2020/21 was series of firsts in terms of young people's involvement in interview panels, participating in both the recruitment of Head of Child and Family Services and the Director of Education.

For the first time at Director level in Swansea, 8 young people have were recruited to form a Youth Interview Panel for the appointment of Swansea's Director of Education post. The young people participated in week long set of exercises to plan, develop and implement an interview process for Director Candidates. Leading the interview process, young people actively questioned and evaluated candidates performances to make recommendations to appointing Council officials.

LP, a panellist commented, "This process has been so valuable. We are thankful to have the opportunity to lead, and be heard in decisions like this, that have such a huge effect on our education. I hope there are many more opportunities for young people to be involved in projects like this in the future".

#### **What difference has this made?**

Co-involvement in senior decision-making process such as this underpins our commitment to make rights a reality for children in Swansea, specifically in respect of being involved in decisions that affect their lives. Young people have been able to co-produce decisions about recruitment, and for them this was significant, feeling empowered and proud of decisions they were deemed able to be a meaningful part of.

### **UNCRC Call for Evidence**

2020 marked the start of the journey towards the next examination of government's progress in implementing the UN Convention on the Rights of the Child (UNCRC). Children in Wales, in partnership with the Wales UNCRC Monitoring Group, have been commissioned to facilitate the development and submission of a State of Children's Rights in Wales Report for the UN Committee to aide their review. As such, a call for evidence to gather children's rights priorities was issued.

A co-ordinated approach meant that Swansea submitted 23 of around 90 submissions to the call for evidence, telling of the Authority's commitment to children's rights. Broad ranges of issues were raised contributing to the final list of priorities and recommendations submitted to the UN (report to be published later this year).

#### **What difference has this made?**

Not only has Swansea been able to significantly contribute to influencing the priorities and issues the UN will monitor Welsh Government on in respect of children's rights, but internally detailed information now exists from 23 organisations, outlining issues that should prioritised locally in respect of children's rights. This information alongside feedback from children and young people, practitioners and academic review will inform a refreshed Children and Young People's Rights due for publication in 2021.

### **Coronavirus and Me**

On 13 May 2020, the Children’s Commissioner for Wales launched the ‘Coronavirus and Me’ consultation to find out about the experiences of children and young people in Wales. 2,205 children and young people completed the survey in Swansea, the second-highest total in Wales. This equates to roughly 5.7% of the targeted age range of 3 to 18-year-olds. The information was shared with schools, and school leaders used the information to inform their planning as they prepared for the return of pupils in the CICUP sessions.

The Coronavirus and Me report was circulated and shared with the membership of Swansea’s Children’s Rights Network – a Network of over 120 organisations, projects, services and individuals working with children, young people and families in Swansea. Links to the reports were also shared for children and young people via our #dillydragonswansea social media accounts and associated social media accounts including through Best Start Swansea and Swansea Play Service social media platforms.

### **What difference has this made?**

Headteachers and officers found the report and the summary informed their actions in the summer term in ensuring effective transition from primary to secondary school. For example, 75% of Year 6 respondents said they wanted to return to their primary school to say goodbye. As a result, primary Headteachers prioritised this year group.

Actions are also being taken to tailor the Council’s approach to listening to cyp in respect of lessons learned from Covid and the Coronavirus and Me survey:

- In response to survey feedback and engagement work with children, young people and practitioners, a Right of the Month approach is to be trialled as a council wide mechanism for engaging cyp in matters that affect them. Resources and consultations will focus on a particular right and resources circulated through social media, the Children’s Rights Network and to individual schools for use.
- A mapping exercise will be undertaken in all schools to 1) check the correct details of all lead staff for pupil voice and/or children’s rights, and 2) understand the current status of pupil voice work (and needs) within individual schools.

### **Swansea Neath Port Talbot Junior Safeguarding Board: Keeping Connecting, Staying Safe**

The SNPT Junior Safeguarding Board worked hard during National Safeguarding Week (16<sup>th</sup>- 20<sup>th</sup> November 2020) to promote every child's right to be safe, under the wider Safeguarding Board banner of 'Keeping Connected, Staying Safe'.

This has been a particularly pertinent theme during lockdown where feelings of isolation and disconnect have been voiced by children and adults alike. Children and young people across the region addressed this theme in the following ways:

- Highlighting the need for workshops for foster carers on discussing sensitive topics that can foster connectedness between carer and young person;
- Combatting isolation and engagement in activities that promote connectedness with others;
- Raising awareness of safeguarding in sport;
- Promoting children's right to be safe and to participate and be connected in society;
- Promoting how and where children and young people can contact services if they feel they are not safe or need support.

#### **What difference has this made?**

The Junior Safeguarding Board, with support from Participation Officers in Swansea and Neath Port Talbot worked hard to develop a programme of events, information and advice for Safeguarding Week. A multi-agency approach was taken to offer focussed regional workshops for foster carers on discussing healthy relationships, consent and sexual health.

Children, young people and senior decision-makers including Head of Child and Family Services and the Children's Commissioner took part in regional 'Pitchin, in the Kitchen' events to work together, connect, build relationships and have fun.

Over the past year members of the Junior Safeguarding Board have been campaigning to improve sporting events for children and young people. The JSB have highlighted abusive behaviour of adults on the touchline and collaborated with South Wales Police to produce graphics for social media to raise awareness.

A week long campaign focussing on Article 19: Every child's right to be Safe was promoted via social media accounts across the region, including raising awareness of who children can contact if they do not feel safe (Here for Swansea CYP webpages) as well as promoting information, advice and youth services available for them to access.

The Success of the junior board in 2020 has called for them to initiate an agenda to work on through 2021. A theme common to both Swansea and Neath Port Talbot and decided by young people for focus this year is LGBTQ+ issues, equality & discrimination.

## **Play Services**

Swansea Play Service has been as busy as ever during lockdown promoting and supporting children's right to play and relax. Work has included:

- Information and advice, provision of links to play ideas, and the promotion of play through social media;
- Distribution play bags to vulnerable families;
- Funding support to partners to ensure covid safe playful opportunities;
- 121 socially distanced outdoor family play sessions;
- Partnership working to advise on the safe opening of play spaces and parks;
- Piloting 4 outdoor activity trails to enable safe opportunities for play and physical literacy in the community;
- Successfully hosting a virtual National Play Day where organisations such as Circus Eruption, Menter Iaith, Swansea Museum, Faith in Families Family Centres, the Children's Rights Team, the Best Start Team and early years providers offered online and digital opportunities for children and their families to get involved in play opportunities through the day, and to take away ideas for play through lockdown.

## **What difference has this made?**

In these unprecedented times, play and leisure for children and young people has been a priority in ensuring good wellbeing in difficult situations. The difference this has made includes:

- Extended contact and reach via online platforms, e.g. activities viewed and engaged with virtually on National Play day of reached over 1,000 people at a time.
- Delivery of over 1800 play bags to vulnerable children. As well as opportunities for children's play, for some parents and carers, this provided much needed doorstep support, where in some cases, further action was required to signpost and refer to services that could provide specialised support to families in need.
- Funding support for play equipment, play bag resources and even PPE has ensured that 3<sup>rd</sup> sector services have been able to continue to provide playful support to citizens.
- Safe outdoor family sessions has meant that support for vulnerable people who need it can continue.
- The pilot of 4 outdoor activity trails has led to the purchase of an additional 30 trails to support and promote the safe outdoor play of children in communities across Swansea.

### **Votes at 16**

Swansea Democratic Services and Children's Rights Team have been working together to ensure as widely as possible young people aged 14+ years are aware that laws have changed in Wales enabling young people aged 16+ years to vote in the forthcoming Welsh election. Work is ongoing to ensure young people have the tools that enable them to a) register to vote and b) understand how to access information about politics and how to participate in the voting process.

The following information has been all Headteachers and Rights leads in Secondary Schools, as well as being regularly publicised on social media:

- Electoral Commission information regarding how to register to vote:
- Information regarding the Politics Project, a project run by the Children's Commissioner's Office for Wales to support young people's understanding of the politic process and how to cast a vote;
- 'Votes at 16' workshop opportunities hosted by the Senedd.

### **What difference has this made?**

4 schools have expressed interest in participating in the Children's Commissioners project after Easter.

### What were our lessons learned?

- Individual and specific services quickly adapted and tailored services to accommodate online and 121 need.
- Where groups already existed, participation continued more seamlessly.
- Potentially more opportunity to engage with key decision makers.
- Recruitment and retention has been problematic – participant’s priority has been the pandemic.
- Focus shifted to wellbeing alongside consultation.
- CYP, particularly some considered vulnerable thrived in lockdown and in 121 and small group settings.
- Some prefer online mechanisms, for others (EAL and/or BAME communities, children with ALN, young children potentially digitally excluded).
- Age: safe and appropriate ages to engage online and how
- Diversity of platforms used, and permissions
- Trusted adults and flexible approaches are key
- Feedback remains an issue

## 2. Redevelopment of a new structure and team to support rights based practice moving forward:

In order to efficiently take on board the learning above, a review and repurpose of the team with remit for the co-ordination of Children’s Rights Scheme was undertaken. A refined focus on partnership, rights-based policy and involvement of stakeholders was established:



### Team purpose

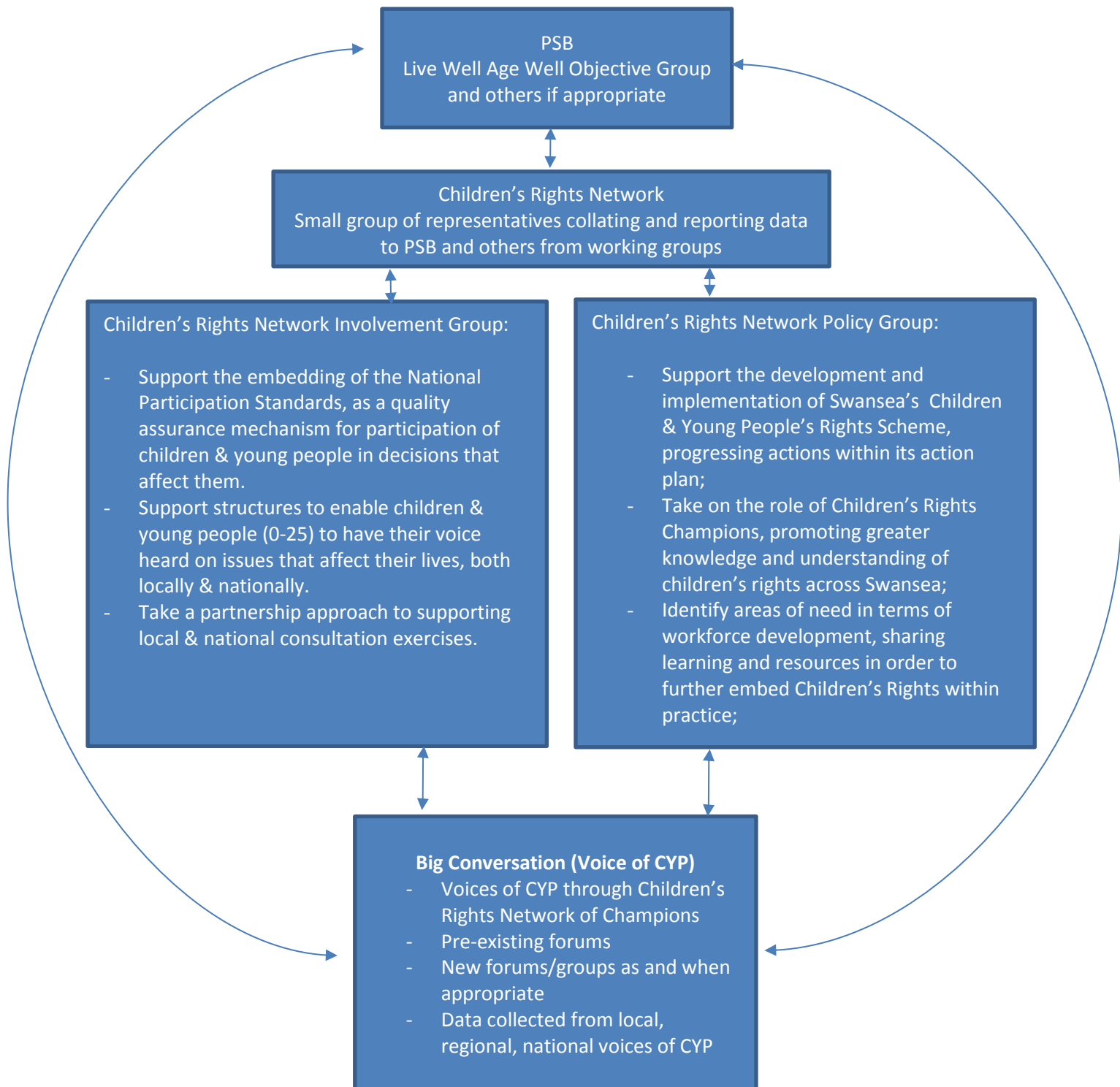
- To facilitate a partnership/stakeholder approach to realising objectives of the CR Scheme: raising awareness, developing understanding and assessing impact of rights based approaches.
- To ensure at the earliest opportunity, stakeholders can work in collaboration (at any level they wish) to ensure that services and strategies meet the need of those who are affected by them.
- To fulfil our statutory duty to ensure meaningful and quality mechanisms, through which children and young people are involved and listened to in decisions that affect them, exist at a National, regional, local and individual level.
- To promote rights to children and young people, supporting them to feel empowered to exercise them.
- To fulfil our duty in paying due regard to the UNCRC, ensuring children’s rights are embedded across the workforce, and place at the forefront of decision making processes affecting children and young people.

This has enabled clarity about remit, posts, responsibilities and gaps in capacity. Two participation officers (for children and young people and older people respectively) are in the process of being recruited.

### 3. Plan on a Page: Restructure and Remodel of Children’s Rights work

The Children’s Rights Scheme places a due regard duty on Swansea Council. However, this cannot be achieved by any one organisation, and in order to truly fulfil our commitment, a partnership approach is required so that children can enjoy their rights and live well and age well in Swansea.

On Universal Children’s Day (November 20th 2020), Swansea’s Children’s Rights Network was re-launched. The Network comprises of over 80 organisations, services, schools and individuals with remit for children and young people, and aims to facilitate a whole authority approach to embedding a rights based approach in County work.



## Involvement

As a result of the pandemic, we have recently reviewed the Big Conversation forum mechanisms to accommodate new need. In response to survey, feedback and engagement work with children, young people and practitioners, a Right of the Month approach will be rolled out as a council wide mechanism for engaging children and young people in matters that affect them. This mirrors approaches already used by organisations such as Unicef Rights Respecting Schools and the Children's Commissioner's Office for Wales. In Swansea this involves:

- Sharing, developing and co-ordinating resources relating to a particular right for stakeholders monthly
- Providing a calendar of events, national days, and consultations linked to each right of the month.
- Facilitating co-ordination, recording and monitoring data from stakeholders in line with National Participation Standards.
- Bringing together centrally CYP when emergent themes occur to discuss in more detail.
- Facilitating social media relating to particular right each month
- Supporting partners to involve their own customers in their decision making processes.

This approach applies consistency across sectors and age, but is flexible enough to be incorporated into individual organisations/services/projects work plans. This allows trusted adults to tailor participation work around a specific right to meet the needs of the population of children/young people they work with, and know well – this is in response to feedback, where children have reported the importance of trusted adults when engaging online.

## Policy

2021 sees the review of Swansea's Children and Young People's Rights Scheme. Consultation with children and young people and practitioners has informed the core of what a refreshed scheme looks like. Combined with consultation with families and practitioners. Academic review data, survey findings and UNCRC monitoring submissions, a refreshed policy and accompanying action plan that is fit for purpose in these new times will be developed.

To do this we must ensure:

- Stakeholders are involved in the review and redraft of rights based policies, are aware of existing policies and understand the links between them.
- At the earliest opportunity, stakeholders can work in collaboration (at any level they wish) to ensure that services and strategies meet the need of those who are affected by them.
- Effective partnership approach to ensure a whole Council **(and wider)** approach to rights is reflected in reporting, and a robust framework is in place to achieve this.
- Effective networks and governance mechanisms would exist to achieve the fulfilment of due regard

Therefore, as of early 2021, the Policy sub-group of will act as the vehicle through which a new Children and Young People's Rights Scheme is drafted, consulted on, published and monitored.



#### **4. Children and Young People's Rights Scheme**

It is proposed that the refreshed Children and Young People's Rights Scheme in Swansea aligns to the Right Way principled approach that is being embedded nationally. Although not a far leap from the existing Scheme in Swansea, alignment provides consistency in terms of language and measurement (using the CCfW matrix), and provides increased opportunity to access resources. Alignment to the National process means opportunity to provide clear guidance, and tangible benchmarks for council departments to embed a whole council approach and evidence outcomes.

A draft Children and Young People's Rights Scheme (2021-2023) has been set out below. This plan incorporates National Principles for a Rights Based Approach to Children, and takes account of previous consultation work with children, young people and practitioners on what a new Scheme should look like. **Consultation on this plan on a page is required during Spring 2021.**

A robust action plan will be developed to support the Children's Rights Scheme. Developed and monitored by the Children's Rights Network Policy Sub Group, the action plan will incorporate data from Swansea's response to the UN Call for Evidence, treaty tracker recommendations and feedback from CYP and practitioners to provide an overarching framework for embedding rights.



# Doing it the Rights Way: Swansea's Children and Young People Rights Scheme 2021-23

Making sure good quality arrangements are in place to ensure children and young people are listened to, and that their opinion is heard, in decisions that are being made that affect them.

## Participation

- Involve children directly in the design, monitoring and evaluation of services they receive.
- Learn about how other organisations are doing this, and develop plans that meet the needs of children and young people in Swansea.
- Develop clear targets to listen to children and young people from marginalised groups.
- Involve children in the recruitment of staff who have responsibilities that impact on children.
- Adopt the National Participation Standards for Children and Young people, to make sure when children participate, their experience is a quality one.

Promoting rights to children and young people so that they feel able to exercise them.

## Empowerment

- Give children the information they need to influence decisions that affect them ( e.g. simple language reports).
- Give children the opportunities they need to influence decisions that affect them( e.g. opportunities to scrutinise decision makers e.g. giving a group of young people the chance to ask questions directly to a key decision-maker).
- Establish relationships with groups of young people to allow them to consistently scrutinise work. E.g. youth groups/forums, or you could consider forming your own youth group.
- Give children and young people the training or information they need to do this properly.

Having systems in place to write down and evidence how we give thought to the impact of decision on children's rights.

## Embedding

Making sure workers understand the UNCRC and how their work impacts on children's rights.

- Make sure that leaders and staff have a good knowledge of children's rights (UNCRC), and help them understand how it can benefit our organisation's work.
- Use our resources to deliver training on children's rights. Set up a network of champions with responsibility to promote children's rights and set targets for how to embed children's rights in all work.
- Make sure there are HR/financial resources to support and promote children's rights.

Having systems in place to report on what we are doing to make children's rights a reality in Swansea

## Accountability

- Publish an accessible annual update showing how we've worked towards making children's rights real in Swansea.
- Feedback regularly to children in a suitable format.
- Provide children with accessible information on how to provide feedback about what we're doing well or what we could improve, make complaints or hold staff to account.

Making special efforts to ensure children and young people who may be less likely to access their rights, have an equal opportunity to be able to do so.

## Non Discrimination

- Make sure staff have up-to-date knowledge of the Equality Act and receive regular training to increase their awareness of different groups of children and young people's needs.
- Use a Children's Rights Impact Assessment (CRIA) to consider how individual decisions (e.g. projects/services) could impact different groups of children and young people.
- Use information we have about children and young people's need to consider whether our services reach all groups of young people.
- Provide information to children in a language or format appropriate to their age and maturity, culture, or disability

## 5. Recommendations

While mechanisms to engage children and young people have been ongoing through lockdown, it has been recognised that a gap exists in dialogue between children and young people and senior change-makers. Mechanisms that build upon and act as a bridge between the Big Conversation, right of the month approach and involvement of CYP in project work, and decision makers is required.

- It is recommended that during the financial year 2021/22 further exploration with Members, schools, cyp and wider partners on what this should look takes place. These opportunities must:
- Increase the accessibility of decision makers to children and young people;
- Increase the number of opportunities for children and young people to meaningfully engage with decision makers in decisions that affect them;
- Be inclusive to those who would be traditionally be marginalised from civic participation, e.g. cyp who possess protected characteristics and/or have additional needs, lack confidence, or do not wish to commit to a formal elected positions, but equally have a right to have their voice heard;
- Be appropriate to the age and maturity of the children participating.

### **Votes at 16**

Building on the Votes at 16 work, it is recommended that consideration be given to how we support the political literacy of children and young people, equipping them with the knowledge and understanding to make informed choices when voting, e.g:

- Understanding what politics means;
- Where to find party information;
- Accessibility of information;
- Who political members are;
- How to register to vote;
- The process of voting.

These recommendations should be viewed in conjunction with recommendation made in the Children and Young People's Rights Scheme Annual Monitoring Report 2019/20.

# Agenda Item 8



## Report of the Chair

Scrutiny Programme Committee – 16 March 2021

### Scrutiny Performance Panel Progress Report

<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 Panel: a) Joint Social Services
<b>Councillors are being asked to</b>	<ul style="list-style-type: none"><li>• Ensure awareness and understanding of the work of the Panel</li><li>• Consider its effectiveness and impact</li><li>• Consider any issues arising and action required</li></ul>
<b>Lead Councillor(s)</b>	Councillor Paxton Hood-Williams (convener, Child & Family Services Performance Panel) Councillor Susan Jones (convener, Adult Services Performance Panel)
<b>Lead Officer &amp; Report Author</b>	Liz Jordan Tel: 01792 637314 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 six Performance Panels which have been established by the Committee. Whilst the work of Inquiry Panels leads to the production of a final report with conclusions and recommendations for Cabinet based on evidence gathered on a specific issue, the work of Performance Panels represent regular monitoring of, and challenge to, particular services / 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 Panel:

a) Joint Social Services – this updates on work carried out since the start of the municipal year.

Joint meetings of the Child & Family Services, and Adult Services Scrutiny Performance Panels have been convened over the past few months to reduce burden on the organisation at this time, focusing purely on the COVID-19 situation and impact. It is planned for individual meetings to resume from March.

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

1.5 The Joint Social Services Panel has involved the following members:

**Labour Councillors: 10**

Cyril Anderson	Erika Kirchner
Mike Durke	Wendy Lewis
Mandy Evans	Hazel Morris
Joe Hale	Gloria Tanner
Yvonne Jardine	Des Thomas

**Liberal Democrat/Independent Councillors: 5**

Mike Day	Jeff Jones
Kevin Griffiths	<b>Susan Jones (JOINT CONVENER)</b>
Chris Holley	

**Conservative Councillors: 1**

<b>Paxton Hood-Williams (JOINT CONVENER)</b>	
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**Coopteers: 1**

Tony Beddow	
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**2. Legal Implications**

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

### **3. Financial Implications**

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

**Background Papers:** None

**Appendices:**

**Appendix 1** – Scrutiny Performance Panel – SPC Update

## **Adult Services / Child and Family Services Scrutiny Performance Panels Update**

### **1. Remit of the Panels**

The overarching purpose of the Panels is to provide ongoing challenge to performance in Adult Social Services, Child and Family Social Services and Poverty and Prevention 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**

During 2020 there was disruption to the Panels' work programmes due to the Covid-19 pandemic. In October 2020 both Panels reconvened on a remote basis, recording meetings for publication online. It was also agreed at SPC that both Panels would meet 6-weekly (previously Adult Services had met monthly and Child and Family Services bi-monthly).

However, due to the ongoing crisis and the resulting increase in workload for the Social Services Directorate it was agreed that joint panel meetings be held for 3 months from December 2020 to February 2021, the situation would then be reviewed. Meetings held since October 2020 have resulted in five convener's letters to Cabinet Members. The issues covered were as follows:

- a) Performance Monitoring (AS Panel October)
- b) Sickness Levels in Adult Services (AS Panel October)
- c) Wales Audit Office: Follow up Review of Corporate Safeguarding Arrangements - Children, in Swansea Council (CFS Panel October)
- d) Update on Management of Covid-19 Pandemic (Joint SS Panel December)
- e) Performance Monitoring (Joint SS Panel January)
- f) Update on Management of Covid-19 Pandemic (Joint SS Panel January)
- g) Draft Budget Proposals (Joint SS Panel February)
- h) Update on Management of Covid-19 Pandemic (Joint SS Panel February).

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

#### ***Performance Monitoring***

In October, we heard that all Health and Social Care was under extreme pressure and that it was more problematic with the second surge. Day service support and respite had been re-established on an emergency basis only, as the service was seeing increased demand. In February, we heard that they were managing to support 150 individuals but in normal circumstances, they would be offering day service to 600 people at any given time. We were pleased to hear that as a minimum, the Service is staying in touch with these individuals and some are getting limited support at home. Compared to the rest of Wales, the position in Swansea is a very good one.

We were informed that the Welsh Government have relaxed recording of a number of measures due to Covid -19 pandemic but were reassured that monitoring and reporting of the Service's demand and flow was taking place via a variety of routes.

We heard the Department was seeing increasing complexities of inquiries through the 'front door' as people who had just about been coping were now reaching crisis point.

We were pleased to hear that the Department would increase capacity to deal with a second surge of the pandemic by the restructure of the Service and putting in resources, recruiting

to all vacancies to try and increase capacity in terms of support, focussing on statutory requirements in terms of what they have to do and being flexible.

In terms of mental health, we heard that the community mental health team is still working with people engaged with the Council's services. For people not engaged with the Council's services, the Department is working with Swansea Council for Voluntary Service (SCVS) to ensure all information on provision available in terms of open access is up to date. It was pleasing to hear that as part of regional response work, there is a group looking at the strategy for mental health going forward.

In February, with regard to Children Services, we heard that the Youth Justice System has been impacted by the pandemic but despite this, we are on track with performance measures.

We heard that there are some issues around supervision across Children Services. Officers are not sure if some teams have the right balance around staff supervision and supervision of performance. We were pleased to hear that the Head of Service is revisiting this for some teams, as a greater emphasis is needed on staff wellbeing, and that measures are in place to try and mitigate this.

### ***Update on Management of Covid-19 Pandemic***

In December, we heard that in order to support the risk of care home failure, the creation of a mobile workforce of care and community health staff was proposed, who could go into care homes that reach a point of crisis. In January, we heard that the rapid response team had to go into care homes on a number of occasions to assist, but no residents had to be moved out. In February, we heard that there is still fragility around care homes but that currently we are seeing only a small number of homes unstable. We were pleased to hear that the picture is improving.

We were pleased to hear that links between early help services, Children Services and schools is excellent and were reassured that everything that could be done for vulnerable children in the current situation is being done.

In January, we heard that Christmas and the start of January was a very difficult time. The reduction in infection rates was welcome but it was not reducing pressures on our services.

With regard to Children Services, we were informed that the Service is resilient and coping. This was a very positive sign. The balance between demand and staff absence was being managed. There was ongoing work with early help hubs and education. Assessments were much improved and although Child Protection Register numbers were slightly up, there was ongoing work to look into this.

We heard the Service had put in place everything learnt from the first wave. We also heard that staff are exhausted, how amazing it is that the Service has been able to keep going and that it still remained extremely fragile. The Service remained particularly impacted around Domiciliary Care. We heard how we are providing a Covid response, which is far from ideal. It is also a big ask on individuals in our communities who are having to take on such a lot. A continuing concern of the Panel is the effect on Carers during the pandemic.

We discussed how the improvement in the relationship between Health and Social Care during the pandemic is positive and that another potential positive development in relationships would be if support programmes for staff in both organisations could be jointly negotiated.

We heard about the vaccination programme and the challenges involved in this.



In February, we heard that, in the past two weeks, there had begun to be some stabilisation across Health and Social Care Services, that this appeared to be linked to the continued decrease in rates of infection and that it had taken some time to have an impact on our Services.

We heard that Domiciliary Care had been operating at 50% of workforce but that this was down to 20% absent, and all Health and Care services are seeing this increase in staff presently.

With regard to vaccinations, we heard that the majority of older people in care homes, care home staff and front line care staff had been vaccinated, and that mechanisms were in place to pick up new staff and new care home residents.

We expressed our concern about people with learning disabilities accessing the vaccine and were informed that it is not a straightforward position. We heard that the expectation is that a number of individuals will have met the criteria for one of the top four priority groups. For those that did not, the expectation is the majority will meet the criteria for group six. Officers will get regional clarification that all of these individuals are being picked up.

We were also concerned about disturbing reports that people with learning disabilities are often the subject of 'do not resuscitate' orders. We were informed there weren't any of these arrangements in place and that officers will clarify this again with the Safeguarding Board to ensure nothing has been overlooked.

### ***Draft Budget Proposals***

In February, we discussed the draft budget proposals for Adult Services, Child & Family Services and Poverty and Prevention. We were pleased to hear that there was a real cash increase of £4 million to this year's Social Services budget and that there are a host of transformation plans for the coming year.

We heard that it was extremely difficult to plan for the coming year and that a number of assumptions had to be made. We acknowledged there are a number of uncertainties such as Welsh Government no longer protecting Social Care; and the outcomes of the Senedd elections, and heard that from discussions with WG there is a reasonable expectation that additional funding will be allocated to local authorities due to the pandemic.

We discussed how working with partners during the pandemic has been essential and is a step forward for the Council. We heard that this year and going into next year, the Council and Health Board have pooled funding more effectively, and some has been built into planning assumptions for this year. For example, Council and Health Board will see a benefit from the shared Head of Service role; and lots of regional funding which supports integration, and which was due to come to an end, has been extended for the coming year.

The Panel agreed the following views and recommendations on the budget proposals in relation to Social Services it would like to make to Cabinet:

- The Panel feels it is vitally important we ensure there is sufficient money allocated in the budget to provide additional health and wellbeing support to staff following the pandemic. The Panel is keen to see a joint venture with the Health Board in terms of support for staff.
- Very pleased to see the budget situation for Social Services this year, with an increase in the overall budget and very little in terms of cuts. However, the Panel is aware that there is a great deal that needs to be achieved with this money.

- The Panel is concerned that it only sees the net budget. It would be useful to see details of the income streams as well as expenditure. Officers have agreed to work with Cabinet Members to provide this information.
- The Panel would like to support the budget process in any way it can and therefore intends to revisit the budget again later in the year to closely monitor progress.

#### 4. Future Work Programme

From March, the Panels return to separate meetings for Adult Services and Child and Family Services and plan to follow the scheduled timetable unless they hear differently from CMs/officers. The programme for the remainder of this municipal year is as follows:

##### Adult Services

Meeting date	Item to be discussed
9 March 2021	<ul style="list-style-type: none"> <li>• Update on West Glamorgan Transformation Programme</li> <li>• WAO Report on Integrated Care Fund</li> </ul>
20 April 2021	<ul style="list-style-type: none"> <li>• Performance Monitoring</li> <li>• Update on how Council's policy commitments translate to Adult Services</li> <li>• Actions from WAO report 'Front door to Adult Social Care' – Recommendation: Impact of Preventative Services</li> </ul>

##### Child and Family Services

Meeting date	Item to be discussed
24 March 2021	<ul style="list-style-type: none"> <li>• WAO report: Tackling Violence Against Women, Domestic (includes fieldwork in Swansea amongst others) (include briefing on the increase in domestic violence over the pandemic and a breakdown of collaboration between CFS and AS in terms of domestic abuse)</li> <li>• Performance Monitoring</li> <li>• Safeguarding Quality Unit Annual Report</li> </ul>
5 May 2021	<ul style="list-style-type: none"> <li>• Briefing on Youth Offending Service</li> <li>• Update on progress with CAMHS</li> </ul>

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

None.

# Agenda Item 9



## Report of the Chair

Scrutiny Programme Committee – 16 March 2021

### 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 Peter Black, Chair of the Scrutiny Programme Committee
<b>Lead Officer &amp; Report Author:</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 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. Performance Panel Conveners**

3.1 In accordance with the Committee's wishes Performance Panels are confirming / appointing conveners at the first meeting of the municipal year, and then reporting to the Committee. The only Panel yet to meet in this municipal year is the Natural Environment Performance Panel. The Panel will confirm its convener for the 2020/21 municipal year at meeting planned for 22 March, and the outcome reported to the Committee.

### **4. Guiding Principles**

4.1 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 Panel / Working Group meetings.

### **5. Legal Implications**

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

### **6. Financial Implications**

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

**Background Papers:** None

**Appendices:** None

# Agenda Item 10



## Report of the Chair

Scrutiny Programme Committee – 16 March 2021

### Scrutiny Work Programme 2020/22

<b>Purpose</b>	This report presents the agreed Scrutiny Work Programme for 2020/22, which the Committee is responsible for monitoring.
<b>Content</b>	The agreed work programme is attached, which shows the topics that will be examined by scrutiny through various Panels and Working Groups. A plan for future Committee meetings is also attached. Progress against the agreed work programme is shown.
<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 Peter Black, Chair of the Scrutiny Programme Committee
<b>Lead Officer</b>	Tracey Meredith, Chief Legal Officer
<b>Report Author</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 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 engage non-executive councillors in activities to:

- provide an effective challenge to the executive
- help improve services, policies, and performance
- engage the public in its work

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 to support activities
- relevant to council priorities
- adding value and having maximum impact
- coordinated and avoids duplication

1.5 The work of scrutiny is undertaken primarily in three ways – through the Committee itself, by establishing informal Panels (for in-depth activities) 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 2020/22**

2.1.1 The agreed Scrutiny Work Programme for 2020/22 is set out in **Appendix 1**.

2.1.2. The following paragraphs break down the work programme by specific ways of working to provide a brief overview.

## 2.2 Scrutiny Programme Committee:

- 2.2.1 The Committee's own work plan is attached as **Appendix 2**. This should be kept under review to ensure it represents a robust, manageable, and effective plan. The Committee plan covers a broad range of policy and service topics and aims to ensure coverage of scrutiny across all cabinet portfolios and address any gaps in the overall work programme. The Committee is also the designated Committee for scrutiny of the Public Services Board, and Crime & Disorder Scrutiny.
- 2.2.2 Committee members should review and confirm items for the next and future meetings giving specific consideration to who should attend so that meetings are always well planned and prepared for, e.g. information required and key questions that the Committee wishes to ask.
- 2.2.3 The main item(s) scheduled for the next Committee meeting on 13 April are:
- Homelessness Strategy Progress Report – discussion of progress and achievements against objectives during its first two years of implementation, as well as the impact that the COVID19 pandemic has had on homelessness in Swansea, and priorities and challenges going forward.
- 2.2.4 The Committee will have the opportunity to review priorities and introduce issues of concern as and when they arise, e.g. pre-decision scrutiny or call-in which may require extra meetings.
- 2.2.5 Pre-decision scrutiny – this is carried out by the Committee unless delegated elsewhere. The Committee is invited to consider the available information on future cabinet business and any opportunities for pre-decision scrutiny, taking into account strategic impact, public interest, and financial implications (see Cabinet Forward Plan attached as **Appendix 3**). Any requests will require discussion with relevant cabinet member(s) to confirm timescales and window of opportunity for scrutiny involvement. Pre-decision scrutiny enables scrutiny to develop understanding about and ask questions on proposed Cabinet reports to provide 'critical friend' challenge and influence decision-making. The future cabinet report on 'Business Case for the Relocation of the Civic Centre' has already been identified for pre-decision scrutiny and will be scheduled for Committee discussion in accordance with cabinet decision-making timetable.

## 2.3 Inquiry Panels:

- 2.3.1 Once membership and a convener have been appointed the first task of an Inquiry Panel will be to have a briefing on the issue and then determine the key question and terms of reference for the inquiry.

Once the planning stage is complete, the inquiry will be evidence gathering, with the last stage being to develop the final report.

<b>In Progress / Planned</b>	<b>Completed (follow up stage)</b>
1. <b>Procurement</b> (initial meeting of re-convened Panel to be arranged – anticipated for May 2021)	1. <b>Equalities</b> (followed up 28 Jan & further follow up tba Nov 2021)

## 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 will 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> (every six weeks)	Cllr. Susan Jones
4. <b>Child &amp; Family Services</b> (every six weeks)	Cllr. Paxton Hood-Williams
5. <b>Development &amp; Regeneration</b> (every two months)	Cllr. Jeff Jones
6. <b>Natural Environment</b> (every two months)	Cllr. Peter 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.

2.4.3 The Committee is aware that current COVID-19 pressures on the Council have impacted on Panel meetings, and adjustments are being made to Panel work plans as necessary to reduce burden and alleviate pressures on the organisation at this time as it deals with the pandemic.

## 2.5 Working Groups:

2.5.1 The following Working Groups will be convened during the year ahead, in the order shown:

1. <b>Workforce (29 March)</b>	3. <b>Bus Services</b>
2. <b>Digital Inclusion (11 May)</b>	4. <b>Healthy City</b>



## 2.6 Regional Scrutiny:

2.6.1 **Education Through Regional Working** - Swansea scrutiny is involved in an informal 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.

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 formal arrangement 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 Committee Agreement, the Joint Scrutiny Committee is serviced by Neath Port Talbot Council.

## 3. **Monitoring the Work Programme**

3.1 The Committee is responsible for monitoring progress against the agreed work programme and this includes 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.

3.4 The work programme is kept under constant review by the Committee, with changes made as necessary. The Committee will always retain the flexibility to adapt and re-prioritise the work of scrutiny, to ensure the continued relevance of the programme.

## 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 2020/22

**Appendix 2:** Scrutiny Programme Committee Work Plan 2020/22

**Appendix 3:** Cabinet Forward Plan

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

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

## Appendix 1 – Agreed Scrutiny Work Programme 2020/22

<b>New Inquiry Panel</b> (time-limited in-depth scrutiny – six months)	<b>New Working Groups</b> (light-touch scrutiny / one-off meetings)	<b>Performance Panels</b> (ongoing in-depth performance / financial monitoring & challenge)	<b>Issues for Scrutiny Programme Committee</b> (Overall work programme management; discussion of broad range of policy and service issues)
<p><b>1. Procurement</b> (previous Terms of Reference / Key Question to be reviewed / updated - What is the Council doing to ensure it procures locally, ethically, and greenly while being cost effective and transparent in its practices?)</p> <p><b>2. Anti-Social Behaviour</b> (Terms of Reference to be agreed by Panel but would focus on how we can reduce anti-social behaviour in our communities, look at factors behind rising anti-social behaviour; inter-agency working, the role of elected members, reporting, etc.)</p> <p>Follow Up of Previous Inquiries:</p> <p><b>1. Equalities</b></p>	<p><b>1. Workforce</b> (how the Council supports health &amp; well-being of staff; issues around home working; staff sickness; staff turnover; use of agency staff, pressures, etc.)</p> <p><b>2. Digital Inclusion</b> (follow up on previous 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, etc.)</p> <p><b>3. Bus Services</b> (discussion about bus network coverage and levels of service; community transport provision; integration with other forms of transport, etc.)</p> <p><b>4. Healthy City</b> (exploration of activities, promotion, particularly physical activities, including provision of outdoor sport and activities and opportunities for young people, etc.)</p>	<p><b>1. Service Improvement &amp; Finance</b> (monthly)</p> <p><b>2. Education</b> (monthly)</p> <p><b>3. Adult Services</b> (every 6 weeks)</p> <p><b>4. Child &amp; Family Services</b> (every 6 weeks)</p> <p><b>5. Development &amp; Regeneration</b> (every two months)</p> <p><b>6. Natural Environment</b> (every two months)</p> <p>Specific issues to cover within wider work plans:</p> <ul style="list-style-type: none"> <li>• <b>Service Improvement &amp; Finance:</b> <ul style="list-style-type: none"> <li>- Corporate Plan – Review / Progress</li> <li>- Council Byelaws</li> <li>- Budget Scrutiny</li> <li>- Performance Management</li> <li>- Waste Management &amp; Recycling – incl. questioning on fly-tipping experiences &amp; council activity</li> <li>- Welsh Housing Quality Standard</li> </ul> </li> <li>• <b>Education:</b> <ul style="list-style-type: none"> <li>- 21<sup>st</sup> Century Schools</li> <li>- Additional Learning Needs</li> <li>- Children Educated at Home</li> <li>- Delivery of Corporate Priorities</li> <li>- Remodelled Education Other Than at School Provision</li> </ul> </li> <li>• <b>Adult Services:</b> <ul style="list-style-type: none"> <li>- COVID-19 and Community Mental Health</li> <li>- Delivery of Corporate Priorities</li> <li>- Domestic Abuse</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>COVID-19 Council response and Recovery Plan / Transformation</b></li> <li>• <b>Brexit Preparedness</b></li> <li>• Specific reports:                         <ul style="list-style-type: none"> <li>- <b>Children &amp; Young People's Rights Scheme</b></li> <li>- <b>Corporate Safeguarding</b></li> <li>- <b>Delivery of Corporate Priority – Tackling Poverty Homelessness Strategy – progress</b> (incl. discussion on Young People's Supported Housing Provision)</li> </ul> </li> <li>• Leader Q &amp; A Session(s):                         <ul style="list-style-type: none"> <li>- <b>Brexit</b></li> <li>- <b>Partnership Working</b></li> <li>- <b>Great Western Gateway</b></li> </ul> </li> <li>• Other Cabinet Member Q &amp; As (issues to pick up):                         <ul style="list-style-type: none"> <li>- tbc</li> </ul> </li> <li>• <b>Public Services Board</b></li> <li>• <b>Crime &amp; Disorder (Community Safety)Scrutiny:</b> <ul style="list-style-type: none"> <li>- Incl. Community Cohesion / Hate Crime</li> </ul> </li> <li>• <b>Wales Audit Office Reports</b></li> <li>• Follow Up on Previous Working Groups:                         <ul style="list-style-type: none"> <li>- <b>Tourism</b></li> </ul> </li> </ul>

## Appendix 1 – Agreed Scrutiny Work Programme 2020/22

	<p>Reserve List:</p> <ul style="list-style-type: none"> <li>• <b>Road Safety</b> (hot spots; work to improve safety; preventative measures; speed controls; safety of cycling routes; partnership working, etc.)</li> <li>• <b>Active Travel</b> (are we meeting obligations of Welsh Government Active Travel Act; encouragement of cycling / walking; particular focus on cycling given experience during pandemic – are we making the most of opportunities to embed increased cycling, etc.)</li> <li>• <b>Accessibility for the Disabled / Elderly</b> (to look into concerns around mobility around city centre and access, e.g. and whether there is sufficient curb dropping to help mobility scooters, and other facilities to improve access and wellbeing, etc.).</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Child &amp; Family Services:</b> <ul style="list-style-type: none"> <li>- Delivery of Corporate Priorities</li> <li>- Forced Marriages – Safeguarding issues</li> </ul> </li> <li>• <b>Development &amp; Regeneration:</b> <ul style="list-style-type: none"> <li>- City Deal and effects of COVID-19</li> <li>- Delivery of Corporate Priorities</li> <li>- Economic Regeneration Strategy</li> <li>- Foreshore Developments</li> <li>- Historic / Listed Buildings</li> </ul> </li> <li>• <b>Natural Environment:</b> <ul style="list-style-type: none"> <li>- Climate Change</li> <li>- Delivery of Corporate Priorities</li> <li>- Environment Bill 2020 Implications</li> <li>- Nature Conservation – regular monitoring of activity and performance</li> </ul> </li> </ul>
<p><b>Regional Scrutiny</b></p> <ul style="list-style-type: none"> <li>• <b>ERW</b> (Education through Regional Working) Specific issues to pick up: ERW Replacement organisation – post April 2021</li> <li>• <b>City Deal</b> (Swansea Bay City Region Joint Scrutiny Committee)</li> </ul>		

## Scrutiny Programme Committee – Work Plan

<b>ACTIVITY</b>	<b>17 November 2020</b>	<b>15 December 2020</b>	<b>19 January 2021</b>	<b>16 February 2021</b>	<b>16 March 2021</b>	<b>13 April 2021</b>
<b>Scrutiny Work Programme</b>	Draft Work Programme for Agreement					
<b>Cabinet Member Question &amp; Answer Sessions</b>			Leader / Cabinet Member for Economy, Finance & Strategy (incl. discussion on COVID, Budget, Brexit, Partnership Working)			
<b>Specific Cabinet Member / Officer Reports</b>	COVID-19 Update on Response / Recovery Plan	Public Services Board Annual Report		Active Travel Consultation Process	<ul style="list-style-type: none"> <li>COVID-19 Update / Recovery Plan</li> <li>Children &amp; Young People's Rights Scheme Annual Progress Report</li> </ul>	Homelessness Strategy Progress Report
<b>Scrutiny Performance Panel Progress Reports</b>		Education		Service Improvement & Finance	Joint Social Services	Development & Regeneration
<b>Pre-decision Scrutiny</b>			Proposed Lease to Mumbles Community Council under the Community Asset Transfer Policy			
<b>Final Scrutiny Inquiry Reports / Follow Up on Scrutiny Recommendations</b>						
<b>Scrutiny Reports to Council</b>				Draft Scrutiny Annual Report 2019/20		Scrutiny Dispatches Impact Report

<b>ACTIVITY</b>	<b>18 May 2021</b>	<b>15 June 2021</b>	<b>20 July 2021</b>	<b>17 August 2021</b>	<b>21 September 2021</b>	<b>19 October 2021</b>
<b>Scrutiny Work Programme</b>	Work Programme Review					
<b>Cabinet Member Question &amp; Answer Sessions</b>						
<b>Specific Cabinet Member / Officer Reports</b>	<ul style="list-style-type: none"> <li>• COVID-19</li> <li>• Crime &amp; Disorder Scrutiny - Safer Swansea Community Safety Partnership</li> </ul>	Public Services Board	COVID-19	Delivery of Corporate Priority – Tackling Poverty	COVID-19	Annual Corporate Safeguarding Report
<b>Scrutiny Performance Panel Progress Reports</b>	Natural Environment	Education	Service Improvement & Finance	Child & Family Services	Adult Services	Development & Regeneration
<b>Pre-decision Scrutiny</b>						
<b>Final Scrutiny Inquiry Reports / Follow Up on Scrutiny Recommendations</b>						
<b>Scrutiny Reports to Council</b>			Scrutiny Dispatches Impact Report			Scrutiny Dispatches Impact Report

\* denotes extra meeting

To be scheduled:

- Pre-decision Scrutiny of Cabinet Report - Business Case for Relocation of Civic Centre

Cabinet Members to report on and answer questions on the following portfolio responsibilities:

- Brexit (Cllr Rob Stewart)
- Business & City Promotion (Cllr Robert Francis-Davies)
- Tourism, Destination Management, and Marketing (incl. Working Group follow up) (Cllr Robert Francis-Davies)
- Highways & Engineering, Infrastructure Repairs and Maintenance (Cllr Mark Thomas)
- Litter and Community Cleansing (Cllr Mark Thomas)
- Parking Policy, Control & Enforcement (Cllr Mark Thomas)
- Energy Policy (incl. Generation, Supply & District Heating) (Cllr Andrea Lewis)

### Appendix 3 – Cabinet Forward Plan 2021 – 2022

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>Annual Review Of Charges (Social Services) 2020/21.</b>	This report sets out the annual review of Swansea Council's charges (social services), providing a transparent framework for the setting of charges and the application of allowances to citizens who receive managed care and support, provided or arranged by the council.	Simon Jones	Cabinet Member - Adult Social Care & Community Health Services	Cabinet	18 Mar 2021	Open
<b>Community Asset Transfer – Swansea Community Farm.</b>	To enable the Community Farm to further invest in the facilities without fear of the useful life of investments being cut short and give them the ability to apply for the maximum number of grants available a 125 year lease is considered appropriate in this case.	Sue Reed	Cabinet Members - Supporting Communities	Cabinet	18 Mar 2021	Open
<b>FPR7 Capital Allocation to Highway Infrastructure Assets 2021-22.</b>	To confirm the Capital work programmes for highway infrastructure assets	Bob Fenwick	Cabinet Member - Environment Enhancement & Infrastructure Management	Cabinet	18 Mar 2021	Open



## Appendix 3 – Cabinet Forward Plan 2021 – 2022

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>Disabled Facilities &amp; Improvement Grant Programme 2021/22.</b>	To provide details of Disabled Facilities & Improvement Grant Programme and to seek approval to include schemes in the 2021/22 Capital Programme.	Darren Williams	Cabinet Member - Homes, Energy & Service Transformation (Deputy Leader)	Cabinet	18 Mar 2021	Open
<b>Building Capital Maintenance Programme 2021/22.</b>	This report sets out the way in which the Capital Maintenance resources for 2021/22 will be deployed.	Nigel Williams	Cabinet Member - Economy, Finance and Strategy (Leader)	Cabinet	18 Mar 2021	Open
<b>Increased Planned Places at Ysgol Pen-y-bryn.</b>	A report to request the approval of Cabinet to consult on a proposal to increase the planned places at Ysgol Pen-y-bryn special school to meet increasing demand.	Kelly Small	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	18 Mar 2021	Open

## Appendix 3 – Cabinet Forward Plan 2021 – 2022

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>Black Lives Matter Response of Place Review.</b>	During 2020, the Authority's Cultural Service was tasked with conducting a review into existing street and place names, statues and monuments, in response to the Black Lives Matter Council Motion. The Report outlines the approach and findings of this review, with a set of recommended next steps.	Kim Collis, Tracey McNulty	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	18 Mar 2021	Open
<b>Swansea Economic Recovery Action Plan.</b>	The report presents the Economic Recovery Action plan for Swansea, which is a working document setting out the actions we need to take to support the recovery of the local economy from the covid-19 pandemic.	Clare James	Cabinet Member - Economy, Finance and Strategy (Leader)	Cabinet	18 Mar 2021	Open

## Appendix 3 – Cabinet Forward Plan 2021 – 2022

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>School Improvement – Future Regional Arrangements.</b>	<p>Cabinet to approve the recommendation to defer Swansea’s exit from the regional education consortium ERW (Education through Regional Working) from 31 March 2021 to 31 August 2021. Recommendation supports more time required to support the establishment of future collaborative arrangements for school improvement.</p>	Helen Morgan-Rees	Cabinet Member - Education Improvement, Learning & Skills	Cabinet	18 Mar 2021	Open
<b>Business Rates – Temporary Rate Relief Scheme (Wales) 2020/21.</b>	<p>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.</p>	Julian Morgans	Cabinet Member - Economy, Finance and Strategy (Leader)	Cabinet	18 Mar 2021	Open

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## Appendix 3 – Cabinet Forward Plan 2021 – 2022

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>FPR7 - The Welsh Government Targeted Regeneration Investment Programme 2018-21 Update.</b>	Report seeking cabinet approval for the proposed PEDG, SLG and Strategic Projects under the Welsh Government Targeted Regeneration and Investment (TRI) Programme, the associated Financial Implications and add these schemes to the capital programme.	Richard Horlock, Paul Relf	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	18 Mar 2021	Fully exempt
<b>Update Management Report on Swansea Airport.</b>	Update management report to demonstrate the progress of improvements at Swansea Airport.		Cabinet Member - Delivery & Operations (Deputy Leader)	Cabinet	18 Mar 2021	Fully exempt
<b>71 and 72 The Kingsway – Contract Award Report and Business Case (FPR7).</b>	The report sets out the commercial business case and recommendations for contract award	Gareth Hughes	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	18 Mar 2021	Fully exempt
<b>Leisure Partnerships Annual Report 2019/2020.</b>	To advise Cabinet of the partnership operations of key facilities within the Cultural Services portfolio.	Jamie Rewbridge	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	15 Apr 2021	Open

## Appendix 3 – Cabinet Forward Plan 2021 – 2022

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<p><b>Further Rental Concessions to Support Council Commercial Tenants during the COVID-19 Lockdown.</b></p>	<p>This report follows a previous Cabinet dated 19th November 2020 which authorised Officers to apply further rent concessions to qualifying Council tenants in order to support them financially during these extended periods of lockdown. To date, qualifying tenants have received support for the following periods:-</p> <ol style="list-style-type: none"> <li>1.) 25th March – 24th June - Delegated decision report under FPR19)</li> <li>2.) 25th June – 2nd August (hospitality only) - Cabinet</li> <li>3.) 24th October – 8th November ('Firebreak') - Cabinet</li> </ol> <p>This report now seeks further authority to extend the rent concessions to cover the period 25th December 2020 to 24th March 2021. This additional financial support will help to mitigate against long term revenue losses &amp; potential 'void' costs, whilst also trying to minimise job losses.</p>	<p>Geoff Bacon</p>	<p>Cabinet Member - Delivery &amp; Operations (Deputy Leader)</p>	<p>Cabinet</p>	<p>15 Apr 2021</p>	<p>Fully exempt</p>

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## Appendix 3 – Cabinet Forward Plan 2021 – 2022

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>FPR7 Report - Hafod Copperworks Powerhouse Redevelopment Project Update Report.</b>	To comply with Financial Procedure Rule No.7 (Capital Programming and Appraisals) - to commit and authorise the addition of schemes to the Capital Programme.	Richard Horlock	Cabinet Member - Business Improvement & Performance, Cabinet Member - Investment, Regeneration & Tourism	Cabinet	20 May 2021	Fully exempt
<b>Dylan Thomas House Scheme.</b>	To comply with Financial Procedure Rule No.7 (Capital Programming and Appraisals) - to authorise and commit the proposed scheme to the Capital Programme.	Elliott Williams	Cabinet Member - Investment, Regeneration & Tourism	Cabinet	15 Apr 2021	Fully exempt
<b>Welsh Government Children &amp; Communities Grant Delivery Plan 21/22.</b>	This report details the delivery and spend plan for Children & Communities Grant 21/22 outlining how services are commissioned to ensure service provision is sustainable, creates efficiencies and improves outcomes for people that use services.	Jane Whitmore	Cabinet Members - Supporting Communities	Cabinet	20 May 2021	Open

### Appendix 3 – Cabinet Forward Plan 2021 – 2022

Report Title	Report Summary	Report Author	Portfolio	Decision to be taken by	Date of Expected Decision	Exempt Details
<b>Welsh Government Housing Support Grant Delivery Plan 21/22.</b>	This report details the delivery and spend plan for Housing Support Grant 21/22 outlining how services are commissioned to ensure service provision is sustainable, creates efficiencies and improves outcomes for people that use services.	Peter Field	Cabinet Member - Adult Social Care & Community Health Services, Cabinet Member - Homes, Energy & Service Transformation (Deputy Leader)	Cabinet	20 May 2021	Open





## Appendix 4a

Activity / Month	OCT 2020	NOV	DEC	JAN 2021	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<b>PERFORMANCE PANELS:</b>												
<b>Service Improvement &amp; Finance</b> (monthly) Lead Scrutiny Councillor: Chris Holley Lead Scrutiny Officer: Michelle Roberts / Emily Davies Lead Cabinet Member: Rob Stewart / Andrew Stevens Lead CMT: Adam Hill / Ben Smith Lead Head of Service: cross-cutting		9	14	20	17 Budget	8	12	10				
<b>Education</b> (monthly) Lead Scrutiny Councillor: Lyndon Jones Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Jennifer Raynor Lead CMT: Helen Morgan-Rees Lead Head of Service: cross-cutting	22	19	17	21	16 Budget	18	22	13				
<b>Adult Services</b> (every 6 weeks) Lead Scrutiny Councillor: Sue Jones Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Clive Lloyd Lead CMT: Dave Howes Lead Head of Service: Amy Hawkins / Helen St John	20		16 Joint with CFS	26 Joint with CFS	15 Budget Joint with CFS	9	20					
<b>Child &amp; Family Services</b> (every 6 weeks) Lead Scrutiny Councillor: Paxton Hood-Williams Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Elliot King Lead CMT: Dave Howes Lead Head of Service: Julie Davies	28		16 Joint with Adult	26 Joint with Adult	15 Budget Joint with Adult	24		5				

Activity / Month	OCT 2020	NOV	DEC	JAN 2021	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<b>Development &amp; Regeneration</b> (every 2 months) Lead Scrutiny Councillor: Jeff Jones Lead Scrutiny Officer: Liz Jordan / Emily Davies Lead Cabinet Member: Rob Stewart / Robert Francis-Davies Lead CMT: Martin Nicholls Lead Head of Service: Phil Holmes		3		12 25*		2		11				
<b>Natural Environment</b> (every 2 months) Lead Scrutiny Councillor: Peter Jones Lead Scrutiny Officer: Brij Madahar / Emily Davies Lead Cabinet Member: David Hopkins Lead CMT: Martin Nicholls Lead Head of Service: cross-cutting						22	28					
<b>WORKING GROUPS:</b>												
<b>Topic 1 - Workforce</b> Lead Scrutiny Councillor: Cyril Anderson Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: David Hopkins / Clive Lloyd / Andrew Stevens Lead CMT: Adam Hill Lead Head of Service: Sarah Lackenby						29						
<b>Topic 2 – Digital Inclusion</b> Lead Scrutiny Councillor: Lesley Walton Lead Scrutiny Officer: Michelle Roberts Lead Cabinet Member: Andrew Stevens Lead CMT: Adam Hill Lead Head of Service: Sarah Lackenby								11				

Activity / Month	OCT 2020	NOV	DEC	JAN 2021	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<b>Topic 3 – Bus Services</b> Lead Scrutiny Councillor: tbc Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Mark Thomas Lead CMT: Martin Nicholls Lead Head of Service: Stuart Davies												
<b>Topic 4 – Healthy City</b> Lead Scrutiny Councillor: tbc Lead Scrutiny Officer: Liz Jordan Lead Cabinet Member: Clive Lloyd / Robert Francis-Davies Lead CMT: Martin Nicholls? Dave Howes? Lead Head of Service: Tracey McNulty												
<b>REGIONAL SCRUTINY:</b>												
<b>ERW - Education through Regional Working</b> (quarterly) Lead Scrutiny Councillors: Lyndon Jones / Peter Black Lead Scrutiny Officer: Michelle Roberts Lead ERW: Ian Altman / Greg Morgan /Gareth Morgans Lead Cabinet Member: Jennifer Raynor Lead CMT: Helen Morgan-Rees Lead Head of Service: Regional Lead: Phil Roberts (Lead Director for ERW)		26				1			28			

Appendix 4a

Activity / Month	OCT 2020	NOV	DEC	JAN 2021	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<b>Swansea Bay City Region Joint Scrutiny Committee</b> (every 2 months) Lead Scrutiny Councillor: Rob James (Carmarthenshire Council) Swansea Scrutiny Councillors: Jan Curtice / Phil Downing / Jeff Jones Lead Scrutiny Officer: Stacy Curran, Neath Port Talbot Council Lead Cabinet Member: Rob Stewart Lead CMT: Phil Roberts / Martin Nicholls Lead Head of Service: Phil Holmes	12				2			25		20		14

\* denotes extra meeting

Information correct as of 09/03/21 15:46

## 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 originally met on 24 October 2019 for 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 agreed. The inquiry work was then placed on hold pending recruitment of Scrutiny Officer / available resources.

The Inquiry Panel will now resume and, given the passage of time and impact of the pandemic, will initially meet to review the key question and terms of reference and amend as necessary. A meeting in May is anticipated.

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	
Equalities	21 Nov 2019	18	0	0	28 Jan 2021 Further follow up tba Nov 2021

### 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. On 17 February the Panel met to discuss the Draft Budget Proposals. The convener provided feedback to Cabinet based on the discussions at the Panel and feedback from other Performance Panels. At the next meeting on 8 March the Panel will receive updates on the Mid-Year Budget Statement, Q3 Budget Monitoring and the Treasury Management Strategy Statement. Scheduled Performance Management reports have this year been unavailable due to the lack of relevant data as a result of the pandemic.

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

This Panel meets every month. At its meeting in March it will speak to four pupils and the Headteacher from Bishopston Primary School who will give their thoughts on remote and blended learning. They will also receive an update on the Covid impacts in education, look at the pupil development grant spend and receive an update on the current ERW situation.

c) **Adult Services** (convener: Cllr Susan Jones)

This Panel meets every 6 weeks. A progress report appears separately in the agenda as Item No. 8, covering the joint meetings with the Child & Family Services Panel, which has been a temporary arrangement due to the pressures of the Covid-19 Pandemic. It is anticipated that separate Panel meetings will recommence in March 2021.

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

This Panel meets every 6 weeks. See Adult Services above.

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

This Panel meets every two months. Members of this Panel joined in budget discussions at the Service Improvement & Finance Panel meeting on 17 February, which resulted in feedback to Cabinet on 18 February. At the most recent meeting on 3 March, Councillors were joined by the Operations Director and the UK Business Manager for The Ambassador Theatre Group. The Panel heard about progress regarding the Arena venue operator and next steps regarding recruitment and programming. The Panel hope to arrange a site visit prior to expected opening later this year. The Panel also received usual updates regarding the Dashboard Report and on-going projects.

The next panel meeting will be held on 11 May. As well as the usual Dashboard Report updates, it is planned to hear from Russell Greenslade of Swansea BID and Cllr Mark Thomas, Cabinet Member for Environment Enhancement & Infrastructure Management, regarding the City Centre Travel Plan.

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

This Panel is scheduled to meet every two months, although there has been some disruption to this schedule during recent months due to pressures on the Council / Officer resources. A Panel meeting will take place on 22 March, enabling the Panel to hear about the work of the Nature Conservation Team and current / future projects. The Panel will also consider how it may wish to contribute to the Council's current public consultation on Climate Change. A further meeting is planned for 28 April to look at Air Quality Management, during which a Research Officer from Swansea University will also contribute to the discussion.

#### 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 remotely on 1 March 2021. They met with the Lead Director and the ERW Chief Officers to discuss the effects of Covid on the business of ERW and progress with ERW reform programme. They also discussed the items presented at the ERW Joint Committee on the 9 February. The next meeting will take place in June 2021.

b) **Swansea Bay City Region City**

The Joint Scrutiny Committee met on 2 February to continue City Deal programme monitoring. There was specific discussion on the Life Science & Well-being Campuses Project, Pentre Awel Project, as well as update on City Deal funding / finances. The Committee is expected to meet again on 25 May 2021.

#### 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) **Workforce** (convener: Cllr Cyril Anderson)

This Working Group will meet on 29 March 2021 to enable information, questions and discussion on how the Council supports health & well-being of staff; issues around home working; staff sickness; staff turnover; use of agency staff and pressures.

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

This Working Group will meet on the 11 May. This will enable information, questions and discussion, following up on previous scrutiny 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 with increasing dependency on digital technology and interaction, to avoid exclusion / poor access.

c) **Bus Services** (convener: Cllr Lyndon Jones)

This will enable information, questions and discussion about bus network coverage and levels of service; community transport provision; integration with other forms of transport, etc.

d) **Healthy City** (convener: Cllr Mary Jones)

This will enable information, questions and discussion on Swansea as a healthy city, exploring in particular the provision, and promotion of, outdoor sport and activities and opportunities for young people, etc.

Reserve List:

- Road Safety
- Active Travel
- Accessibility for the Disabled / Elderly



# Agenda Item 11



## Report of the Chair

### Scrutiny Programme Committee – 16 March 2021

## 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 Peter Black, Chair of the Scrutiny Programme Committee
<b>Lead Officer:</b>	Tracey Meredith, Chief Legal Officer
<b>Report Author:</b>	Brij Madahar, Scrutiny Team Leader Tel: 01792 637257 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. 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.

## **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

## Scrutiny Letters Log (2020-2021)

Ave. Response Time (days): 22 (target within 21 days) % responses within target: 54

No.	Committee / Panel / Working Group	Meeting Date	Main Issue(s)	Cabinet Portfolio	Letter Sent	Response Received	Days Taken
1	Service Improvement & Finance Performance Panel	21-Sep	Annual Performance Monitoring Report 2019/2020	Business Improvement & Performance	02-Oct	23-Oct	21
2	Natural Environment Performance Panel	01-Sep	COVID-19 impacts, issues and environmental lessons	Joint Environment Enhancement & Infrastructure Management and Delivery & Operations	05-Oct	30-Oct	25
3	Natural Environment Performance Panel	01-Sep	Follow Up - Natural Environment Scrutiny Inquiry	Delivery & Operations	05-Oct	n/a	n/a
4	Natural Environment Performance Panel	01-Sep	Local Flood Risk Management	Environment Enhancement & Infrastructure Management	05-Oct	n/a	n/a
5	Development & Regeneration Performance Panel	14-Sep	Project Update Report	Economy, Finance & Strategy (Leader)	06-Oct	04-Nov	29
6	Child & Family Services Performance Panel	16-Sep	Update on COVID-19 in relation to Child & Family Services	Children Services - Early Years	07-Oct	n/a	n/a

7	Education Performance Panel	22-Oct	Update on COVID-19 in relation to Education and opening of schools, work planning.	Education Improvement, Learning & Skills	03-Nov	n/a	n/a
8	Education Performance Panel	22-Oct	Thank you to Education and Schools to Director	Education Improvement, Learning & Skills	03-Nov	n/a	n/a
9	Adult Services Performance Panel	20-Oct	Performance Monitoring and Sickness Levels in Adult Services and work planning	Adult Social Care & Community Health Services	04-Nov	25-Nov	21
10	Child & Family Services Performance Panel	28-Oct	WAO Report follow up review of corporate arrangements for safeguarding of children in Swansea	Children Services	16-Nov	n/a	n/a
11	Development & Regeneration Performance Panel	03-Nov	City Centre developments, dashboard updates	Economy, Finance & Strategy (Leader)	19-Nov	18-Dec	29
12	Development & Regeneration Performance Panel	03-Nov	Dashboard Report (Active Travel) and Landore Metro	Environment Enhancement & Infrastructure Management	19-Nov	27-Nov	8
13	Service Improvement & Finance Performance Panel	09-Nov	Q1 Budget Monitoring Report, Review of Revenue Reserves, Mid Term Budget Statement	Economy, Finance & Strategy (Leader)	25-Nov	14-Dec	19

14	Service Improvement & Finance Performance Panel	09-Nov	Recycling and Landfill Annual Performance Monitoring Report 2019/20	Environment Enhancement & Infrastructure Management	25-Nov	n/a	n/a
15	Committee	17-Nov	COVID-19 response & recovery	Economy, Finance & Strategy (Leader)	03-Dec	n/a	n/a
16	Education Performance Panel	19-Nov	Waun Wen Primary School and Elective Home Education	Education Improvement, Learning & Skills	09-Dec	n/a	n/a
17	Committee	15-Dec	PSB Annual Report	Chair of Public Services Board	08-Jan	n/a	n/a
18	Service Improvement & Finance Performance Panel	14-Dec	Equality Plan Review 2019/20	Better Communities	11-Jan	01-Feb	21
19	Joint Social Services Performance Panel	16-Dec	Update on Management of Covid-19	Adult Social Care & Community Health Services	11-Jan	n/a	n/a
20	Education Performance Panel	17-Dec	Swansea Skills Partnership and Covid update	Education Improvement, Learning & Skills	12-Jan	03-Feb	22
21	Committee	19-Jan	Pre-decision Scrutiny: Community Asset Transfer to Mumbles Community Council (skatepark)	Joint Delivery & Operations and Investment, Regeneration & Tourism	20-Jan		
22	Committee	19-Jan	Cabinet Member Q & A Session	Economy, Finance & Strategy (Leader)	01-Feb	n/a	n/a

23	Education Performance Panel	21-Jan	Update on Covid Recovery Plan in Education	Education Improvement, Learning & Skills	02-Feb	26-Feb	24
24	Development & Regeneration Performance Panel	12-Jan	Dashboard Report	Economy, Finance & Strategy (Leader)	02-Feb	26-Feb	24
25	Development & Regeneration Performance Panel	12-Jan	Commercial Opportunities in Rural Areas	Investment, Regeneration & Tourism	02-Feb	23-Feb	21
26	Service Improvement & Finance Performance Panel	20-Jan	Budget proposals / Q2 Budget Monitoring Report	Economy, Finance & Strategy (Leader)	08-Feb	n/a	n/a
27	Service Improvement & Finance Performance Panel	20-Jan	Q1 Performance Monitoring Report	Business Improvement & Performance	08-Feb	24-Feb	16
28	Equalities Inquiry Panel	28-Jan	Impact/follow up on recommendations agreed	Better Communities	08-Feb	n/a	n/a
29	Joint Social Services Performance Panel	26-Jan	Performance Monitoring and update on management of Covid-19	Adult Social Care & Community Health Services	15-Feb	n/a	n/a
30	Service Improvement & Finance Performance Panel	17-Feb	Annual Budget Proposals	Economy, Finance & Strategy (Leader)	17-Feb		
31	Committee	16-Feb	Active Travel Consultation Process	Environment Enhancement & Infrastructure Management	08-Mar		
32							
33							
34							

# Agenda Item 12



## Scrutiny Programme Committee – 16 March 2021

### **Date and Time of Upcoming Scrutiny Panel Meetings**

#### **16 March – 13 April**

- a) 18 March at 2.00pm – Education Scrutiny Performance Panel
- b) 22 March at 10.00am – Natural Environment Scrutiny Performance Panel
- c) 24 March at 4.00pm – Child & Family Services Performance Panel
- d) 29 March at 4.00pm – Workforce Working Group
- e) 12 April at 10.00am – Service Improvement & Finance Performance Panel

Meetings will be held remotely via MS Teams