



SOCIAL CARE, HEALTH AND HOUSING SCRUTINY COMMITTEE

2.00 pm THURSDAY, 14 JULY 2016

COMMITTEE ROOMS A/B - NEATH CIVIC CENTRE

PART 1

1. To receive any declarations of interest from Members
2. To receive the Minutes of the previous Social Care, Health and Housing Scrutiny Committee held on 9 June 2016. *(Pages 5 - 8)*

To scrutinise decision, information and monitoring issues being reported by:

3. To receive the Scrutiny Forward Work Programme 2016/2017. *(Pages 9 - 12)*
4. To select appropriate items from the Cabinet Board Agenda for pre-scrutiny (Cabinet Board reports enclosed for Scrutiny Members).
5. Any urgent items (whether public or exempt) at the discretion of the Chairman pursuant to Section 100B (4) (b) of the Local Government Act 1972
6. Access to Meetings to resolve to exclude the public for the following item(s) pursuant to Section 100A(4) and (5) of the Local Government Act 1972 and the relevant exempt paragraphs of Part 4 of Schedule 12A to the above Act.

PART 2

7. To select appropriate private items from the Cabinet Board Agenda

for pre-scrutiny (Cabinet Board Reports enclosed for Scrutiny Members).

S.Phillips
Chief Executive

Civic Centre
Port Talbot

Friday, 8 July 2016

Committee Membership:

Chairperson: **Councillor Mrs.D.Jones**

Vice
Chairperson: **Councillor Mrs.A.Wingrave**

Councillors: Mrs P.Bebell, A.Carter, J.S.Evans, H.N.James,
R.James, Mrs.S.Paddison, J.Miller, C.Morgan,
L.M.Purcell, A.Taylor and D.Whitelock

Notes:

- (1) If Committee Members or non-Committee Members wish to have relevant items put on the agenda for future meetings, then please notify the Chief Executive/Chair eight days before the meeting.*
- (2) If non-Committee Members wish to attend for an item of interest, then prior notification needs to be given (by 12.00 noon on the day before the meeting). Non-Committee Members may speak but not vote, or move or second any motion.*
- (3) For pre scrutiny arrangements, the Chair will normally recommend forthcoming executive items for discussion/challenge. It is also open to Committee Members to request items to be raised - though Members are asked to be selective here in regard to important issues.*

- (4) *The relevant Cabinet Board Members will also be invited to be present at the meeting for Scrutiny/ Consultation purposes.*
- (5) *Would the Scrutiny Committee Members please bring the Cabinet Board papers with them to the meeting.*

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SOCIAL CARE, HEALTH AND HOUSING SCRUTINY COMMITTEE

(Committee Rooms A/B - Neath Civic Centre)

Members Present:

9 June 2016

Chairperson: Councillor Mrs.D.Jones

Vice Chairperson: Councillor Mrs.A.Wingrave

Councillors: A.Carter, J.S.Evans, Mrs.S.Paddison, J.Miller, C.Morgan, L.M.Purcell, A.Taylor and D.Whitelock

Officers In Attendance Mrs.A.Thomas, A.Jarrett, N.Evans, Davies, G.Evans, I.Finnemore, Mrs C.Jones, R. Hopkins, L. Jones and S.Adie

Cabinet Invitees: Councillors P.D.Richards, J.Rogers, Mrs.A.Chaves, M.Ellis, A.R.Lockyer, A.L.Thomas, Mrs.L.G.Williams and Mrs.S.M.Penry

Observers

1. **TO RECEIVE THE MINUTES OF THE PREVIOUS SOCIAL CARE, HEALTH AND HOUSING SCRUTINY COMMITTEE HELD ON 12 MAY 2016.**

Members considered the minutes of the previous meeting and it was confirmed that Cllr Hugh James was in attendance at the meeting and the minutes should reflect this.

It was further noted that the paragraph included in the minutes "Members asked whether it would be possible for everyone affected to be allocated a social worker to undertake the assessment and develop support." The line "in a timely manner" should be added following the word support.

Members agreed the amendments.

2. **TO RECEIVE THE SCRUTINY FORWARD WORK PROGRAMME 2016/2017.**

Members were reminded that there would be a forward work programme planning session held on 6th July but if any Member had any suggestions for the work programme they could advise the Senior Scrutiny and Member Development Officer in the meantime.

Following scrutiny the report was noted.

3. **PRE SCRUTINY**

The Committee scrutinised the following matters:

Cabinet Board Proposals

I. **Commissioning and Support Services Business Plan 2016-17**

Members considered the Business Plan for Commissioning and Support Services for the period 2016-2017. Officers stated that plan covered a wide range of diverse services which showed the flexibility of the service.

Members asked how much money had been raised through benefits appeals tribunals for the citizens of the County Borough as no figure was included. It was confirmed that £1.4m had been realised for the citizens.

A question was raised in relation to 222 open case files for Route 16 that had been “back scanned” and what did this term mean? It was confirmed that this meant migrating paper files to electronic based files and further confirmation was given that all files had now been scanned and the service was now concentrating on the Looked After Children files.

Concern was raised that the service was unable to progress the Common Housing Allocation Policy or the Common Housing Register and would it be a priority in 2016/2017. Officers confirmed that the priorities were aspirational and unlikely to be completed within one year and it was more likely achievable over a 3 year period.

Members suggested that the Business Plan could be easier to read particularly for Members of the public if a list of acronyms had been

provided as it was difficult to remember them all. Further suggestion was made to use numbering in place of bullet points.

A question was asked in relation to the £4.3m substance misuse budget across the Western Bay area and how much is provided to Neath Port Talbot and is the level indicative of any substance misuse problems. Officers advised at the moment it was difficult to quantify as there were a number of streams included. It was agreed that a report would be presented to the Committee at a later date highlighting the work of the service and included any relevant financial information. It was agreed that this could be presented via the services report card.

Members queried the priority in relation to sickness and asked how does the service intend to keep the level below the corporate average. It was stated that this was a corporate priority that all service areas must include within their business plan. Currently the service is below the corporate average through good sickness absence management in line with the corporate sickness absence policy.

Members questioned the gaps in the plan where there was no supporting evidence on how the service would deliver its priorities. It was confirmed that the information was now available and a revised business plan would be circulated to Members.

Officers confirmed that all priorities within the plan had their own action plans that link to the officers objectives so that progress can be monitored. Officers further stated that all staff appraisals would be completed by the end of September.

Members noted that there had been a rolling programme of restructuring in the service and many staff had departed. Officers continued that it should be further noted that the use of Modern and Foundation Apprentices had invigorated the services and some have in fact been successful in obtaining permanent jobs.

It was stated that Members were aware of the pressure on staff and the Cabinet were extremely grateful to the additional work the staff have taken on which has provided service continuity.

Members asked why there were no scores collated within the risk management section. Officers confirmed that this information would be included in the revised business plan.

Following scrutiny the Committee was supportive of the proposals to be considered by the Cabinet Board.

CHAIRPERSON

**Social Care Health and Housing Scrutiny Committee
Forward Work Programme 2016/17**

Date of Meeting	Agenda Item
14 July 2016	Quarter 4 Performance Monitoring
	Pre-Scrutiny of Cabinet Items
15 September 2016	Business Strategy – Policy, Special Projects, Complaints & Welfare Rights Service Report Card
	Housing Strategy Service Report Card
	Quarter 1 Performance Monitoring
	Pre-Scrutiny of Cabinet Items
20 October 2016	Direct Services Service Report Card

	Community Resource Team and Community Networks Service Report Card
	Pre-Scrutiny of Cabinet Items
17 November 2016	Home Care Progress Report
	Managed Care and Safeguarding Service Report Card
	Substance Misuse, Strategy and Development Service Report Card
	Quarter 2 Performance Monitoring
	Pre-Scrutiny of Cabinet Items
15 December 2016	Renewal, Housing Options and Community Care Support Services Service Report Card
	Housing Options Service Report Card
	Pre-Scrutiny of Cabinet Items
19 January 2017	

	Pre-Scrutiny of Cabinet Items
9 February 2017	Quarter 3 Performance Monitoring
	Pre-Scrutiny of Cabinet Items
16 March 2017	Pre-Scrutiny of Cabinet Items

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