



***SOCIAL CARE HEALTH AND WELLBEING SCRUTINY  
COMMITTEE***

***2.00 PM THURSDAY, 3 DECEMBER 2020***

***VIA MICROSOFT TEAMS***

**All mobile telephones to be switched to silent for the duration of the meeting**

**PART 1**

1. Welcome and Roll Call
2. Declarations of Interest
3. Minutes of Previous Meeting (*Pages 5 - 18*)
  - 30 January 2020
  - 12 March 2020
  - 21 July 2020
4. Verbal Update on the Impact Covid-19 has had on Care homes, Domiciliary Care Services and Delayed Transfer of Care
5. Verbal Update Covid-19 has had on Respite/ Day Services
6. Verbal Update on Homelessness
7. Forward Work Programme 2019/20 (*Pages 19 - 20*)
8. Cabinet Forward Work Programme (*Pages 21 - 24*)
9. Urgent Items  
Any urgent items (whether public or exempt) at the discretion of the

Chairperson pursuant to Section 100B (4) (b) of the Local Government Act 1972.

10. Access to Meetings

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**

11. The Manager's Report on Hillside Secure Children's Home (Exempt under Paragraph 13) (*Pages 25 - 54*)

**S.Phillips**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**Friday, 27 November 2020**

**Committee Membership:**

**Chairperson:**      **Councillor L.M.Purcell**

**Vice**                      **Councillor C.Galsworthy**  
**Chairperson:**

**Councillors:**      A.P.H.Davies, O.S.Davies, J.Miller, S.Paddison,  
S.H.Reynolds, D.Whitelock, A.N.Woolcock,  
C.Edwards, W.F.Griffiths, H.C.Clarke and  
N.J.E.Davies

**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 WELLBEING SCRUTINY COMMITTEE (Committee Rooms A/B - Neath Civic Centre)**

### **Members Present:**

**30 January 2020**

**Chairperson:** Councillor C.Galsworthy

**Councillors:** A.P.H.Davies, O.S.Davies, J.Miller,  
D.Whitelock, A.N.Woolcock and W.F.Griffiths

**Officers In Attendance** A.Jarrett, K.Warren, A.Thomas, J.Hodges,  
L.Jones, P. Cokeley, R.Davies, S.Bradshaw,  
A.Bradshaw, D.Tiddy, C.L.Davies and  
J.Woodman-Ralph

**Cabinet Invitees:** Councillors A.R.Lockyer and P.D.Richards

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### **1. PRE-DECISION SCRUTINY**

The committee chose to scrutinise the following cabinet board items:

#### **Social Services Complaints and Representations Annual Report 2018-19**

Members received information on the operation of the Directorate's Complaints and Representation procedures from 1 April to the 31 March 2019, including comparisons, where relevant, against activities in previous years as detailed in the circulated report.

Confirmation was received that complaints case studies would be brought to a future meeting of the Social Care, Health and Wellbeing Cabinet Board.

In answer to Members queries an explanation was given on the role of the Independent Investigating Officer (IIO). The IIO was a statutory requirement and appointed by the Director of Social Services or their representative to investigate complaints which had reached Stage 2 in the Complaints Procedure. There were a number of IIO's that were used who had a background in social services. There was a charge for this service.

Following scrutiny, it was agreed that the report be noted.

### Contractual Arrangements for Externally Commissioned Specialist Day Services and Specialist Care Homes

The committee received information on the intention of the Head of Adult Services to enter into new contracts with providers of specialist day services and specialist care homes, as detailed in the circulated report.

Clarification was received that there was no financial value to the contracts as they were a mechanism in which to make individual placements. Any costs from placements made under the updated contracts would be agreed by the Resource Allocation Panel. The Panel would ensure that the placements would be in line with the available funds and based on the current regulatory and legal frameworks as detailed in the overarching contract before members today.

Following scrutiny, it was agreed that the report be noted.

### Inter-Agency (Collaborative) Agreement relating to the Provision of a Regional Speech and Language Therapy Service

The committee received information regarding the delivery of a regional speech and language therapy service (SALT), as detailed in the circulated report.

It was explained that officers from Neath Port Talbot and the City and County of Swansea assessed the need for speech and language therapy in each authority and then contributed the funding to cover the cost of that assessed need.

Following scrutiny, the committee was supportive of the proposals to be considered by the cabinet board.

## **2. ACCESS TO MEETINGS**

**RESOLVED:** That pursuant to Section 100A (4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the above Act.

3. **PRE-DECISION SCRUTINY OF PRIVATE ITEM/S**

The committee chose to scrutinise the following private cabinet board item:

Housing Renewal and Adaptation Services (HRAS) – Service Report

Members received information on the Housing Renewal and Adaptation Service including facts and statistics on budgets, performance, process and pressures as detailed in the private circulated report.

Discussion took place on the different funding sources, types of work, and the process and criteria for reclaiming costs where appropriate.

Following scrutiny, it was agreed that the report be noted.

**CHAIRPERSON**

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## Social Care Health and Wellbeing Scrutiny Committee

(Committee Rooms A/B - Neath Civic Centre)

**Members Present:**

**12 March 2020**

**Chairperson:** Councillor L.M.Purcell

**Councillors:** O.S.Davies, J.Miller, D.Whitelock,  
A.N.Woolcock, C.Edwards, W.F.Griffiths and  
H.C.Clarke

**Officers In Attendance** A.Jarrett, A.Thomas, K.Warren, J.Hodges,  
D.Harding, M.Hayes, C.Howard, Ms.S.Jenkins,  
L.Thomas, V.Smith, K.Wedmore, J.Woodman-  
Ralph and C.Davies

**Cabinet Invitees:** Councillors A.R.Lockyer and P.D.Richards

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### 1. **Declarations of Interest**

The following member made a declaration of interest at the start of the meeting:

Councillor C.Galsworthy Re: The Direct Payments Position  
Report as she is in receipt of Direct  
Payments for a family member.

### 2. **Minutes of Previous Meeting**

That the minutes of the Consultation on Social Services Budget and Draft Savings 2020/21, 23 January 2020 be approved.

That the minutes of the 19 December 2019 be approved.  
Clarification was given at Members request on the "85% (11/13) of the cases audited."

In 85% (11/13) of the cases audited, the supervisee had attended at least one training session during the same period of time as the last three supervision sessions were held. As a result, this enabled both

the supervisor/supervisee to reflect on how the training had impacted on practice during the supervision sessions.

Following on, the Chair confirmed that the letter highlighted in the minutes of the 19<sup>th</sup> December 2019 (Minute Number 6 – Update on the Autism Spectrum Disorder/Neurodevelopment Disorders (ASD/NDD Strategic Plan) will be ready for consideration at the next meeting.

3. **Adult and Children & Young People Services High Level Measures - 3rd Quarter (April 19 - December 19)**

Information was received on the Adult, Children and Young People Services High Level Measure Data for the 3<sup>rd</sup> Quarter Period (April – December 2019) as detailed in the circulated report.

Members raised the following points:

- Long term sickness statistics identifies stress as a reason was this work or personal. Officers explained that it was both but if identified as work related an agreed process is implemented to manage and mitigate this.
- Why was there an increase in agency workers in 2019 compared to 2018. This was due to additional monies being received to employ additional occupational therapists.
- Why has the percentage of supervisions completed within timescale decreased. This was a result of the additional vacancies and sickness but at present a remodelling exercise within adult services was taking place which would result in mitigating this. A proposal would be brought to Members in due course.
- What was the criteria and process for adding/removing a child from the Child Protection register, as it seems to have increased slightly. It was explained that this was due to many factors, a dedicated Safeguarding Officer had been recruited who oversaw all these cases. Some young people who had been removed from the home and settled in foster care, had remained on both child protection and looked after registers. In addition, a review of cases over 12 months plus took place. The decision to remove a child/young person from the register was taken by a multi-agency panel which included education, police and anyone involved in the case. Cases that are deregistered are audited and if needed put back on the register.

The Principle Officer for that area also monitors the rate of changes.

- Clarification was sought in regard to why as stated in the Auditors report over half of the Adult Services cases did not have a clear analysis of the information shared. Officers confirmed that this was due to an admin process and a new procedure has been implemented.
- Again, in relation to the Auditors report why some files did not have a Medical Reference card on admission, which indicated that this information was not available at the audit or there was no reference card, this would need to be reviewed in policy. Officers explained that they would seek clarity from the health board who are responsible for the Medical Card and report back to Members.

Following scrutiny, it was agreed that the report be noted.

#### 4. **Pre-Decision Scrutiny**

The committee chose to scrutinise the following cabinet board items:

##### Adult and Children and Young People Services – 3<sup>rd</sup> Quarter (April – December 2019) Performance Report

The committee received an overview of the Adult and Children and Young People Services – 3<sup>rd</sup> Quarter (April – December 2019) Performance as detailed in the circulated report.

Members raised the following:

- What progress has the Housing Options, Preventative Officer made with Registered Social Landlords (RSL's). The data identifies that 140 cases were not prevented from becoming homeless. Officers stated that contacts are made with social landlords and regular meetings take place with Tai Tarian and Pobl but the issue was that there was a lack in the provision of 1 bed accommodation. Members noted that the Preventative Officer funding was only for a year. Officers explained that it would be reviewed at the end of that period and additional funding would be sought to continue the work.
- It was queried why the way that data was recorded has changed. Officer explained that these are indicators that Welsh

Government request information on. Neath Port Talbot has its own data that officers monitor.

- Following on, it was asked whether there was any data available on the numbers of carers assessments that are requested. Officers to investigate and would update Members.

Following scrutiny, it was agreed that the report be noted.

### Neath Port Talbot Carers Strategy

Members received an overview of the Neath Port Talbot Carers Strategy as detailed in the circulated report.

The committee were pleased that an easy read version had been included in the papers for today's meeting but asked that in future a simply, plain English version be produced. There was still wording contained within the easy read version that needed further explanation.

Clarity was requested on what was meant by the statement "Identify young people who need a transition assessment but are not receiving children's services". Officers explained that when a young person becomes an adult, a different assessment was needed during the transition period.

Discussion took place on what could be done to identify more carers within Neath Port Talbot, as in the report it states that out of 20,000 only 441 had been identified. Officers explained that there was a variety of reasons why this figure was low. A significant number of carers do not want the involvement of Social Services. Some are unaware or understand what support is available. Lots of work has taken place to raise awareness and this would continue as one of the priorities for the service but Members noted that no funding was available from Welsh Government to support this.

Officers also explained that a lot of work was taking place with the Youth Service and Schools to identify young carers who don't identify themselves. Members who were school governors were asked at school governor meetings to focus on this issue and to identify how many child carers there are within their schools.

Following scrutiny, the committee was supportive of the proposals to be considered by cabinet board.

## Annual Update on the Supporting People Local Commissioning Plan

An overview was received on the Supporting People Local Commissioning Plan 2017/20 as detailed in the circulated report.

Concern was expressed by Members that although the Housing Support Grant (HSG) had not reduced, it had been at a standstill for the last 4 years which resulted in reduction when taking into account inflation. Welsh Government were currently looking at the criteria around the HSG which could impact on NPTCBC. Discussion took place on the need to identify this to the Welsh Government.

Further discussion took place on what support was available to help service users access Universal Credit. In addition, the application form was now on-line, which made it more difficult for some to complete. Officers explained that the Department of Work and Pensions work with the Local Area Co-ordinators to help provide support to people who need it.

Members asked what was in place to support people with mental health issues if no counselling was available. Head of Adult Services was currently discussing this with the Health Service.

Following scrutiny, it was agreed that the report be noted.

### Hillside Separation Policy

The committee received an overview of the Hillside Separation Policy as detailed in the circulated report.

Members congratulated officers on an excellent, well considered policy.

In addition, Members were pleased with the establishment of the Safeguarding Board.

Following scrutiny, the committee was supportive of the proposals to be considered by cabinet board.

## 5. **Forward Work Programme 2019/20**

That the Forward Work Programme for 2019/2020 be noted.

6. **Urgent Items**

With the permission of the Chair the following was raised an urgent item for discussion at today's meeting pursuant to Section 100A(4) and (5) of the Local Government Act 1972.

Reason:

Due to the time element.

Coronavirus Update

The Director of Social Services, Health and Housing gave a verbal update to Members on the current situation and what measures were needed to enable service delivery during this emergency.

7. **Access to Meetings**

**RESOLVED:** That pursuant to Section 100A (4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12 A to the above Act.

8. **Direct Payments Position Report (Exempt under Paragraph 14)**

The committee received an overview of the Direct Payments Position as detailed in the private circulated report.

Members received an up-to-date position about the Direct Payments Service. It included the process of applying for Direct Payments, the monitoring of the process and data, performance monitoring and lessons learnt and case studies.

Following scrutiny, it was agreed that the report be noted.

**CHAIRPERSON**

## Social Care Health and Wellbeing Scrutiny Committee

(Via Microsoft Teams)

**Members Present:**

**21 July 2020**

**Chairperson:** Councillor L.M.Purcell

**Vice Chairperson:** Councillor C.Galsworthy

**Councillors:** A.P.H.Davies, O.S.Davies, J.Miller, S.Paddison, S.H.Reynolds, D.Whitelock, A.N.Woolcock, C.Edwards, W.F.Griffiths and H.C.Clarke

**Officers In Attendance:** A.Jarrett, A.Thomas, C.Furlow-Harris, S.Burgess, C.Frey-Davies, C.Davies, A.Manchipp and T.Davies

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The Chairperson led the Committee in a minute's silence in respect for the recent passing of Councillor Steffan Ap Dafydd.

### 1. **Declaration of Interest**

The following Member made a declaration of interest during the item:

Councillor S.Reynolds	Re: Minute No. 3 - Verbal Update from the Head of Adult Services, as she is a Board Member of Tai Tarian.
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### 2. **Recovery Strategy**

Scrutiny members were given an overview of the circulated report, prior to its submission to Cabinet on 30 July 2020. Members welcomed the individual breakdowns being discussed at the relevant scrutiny committees, and felt there were some constructive, innovative suggestions within the report. Members felt the report presented a more joined up approach than before the Covid 19 crisis.

Concerns were raised by members that there might be a doubling up of officers and members time, with certain reports being discussed at both the recently convened Members' Recovery Panel and at scrutiny committees. Scrutiny committee members did not want to adopt the

role of 'scrutinising the scrutineers', and felt that scrutiny committees should continue focusing on scrutinising the decisions made by Cabinet/Cabinet Boards.

Discussion took place around the work of the Third Sector, and whether there was a reliance on volunteers following the pandemic. Officers explained that expectations would be measured, going forward, so that there would not be an over reliance on volunteers. The emphasis would be on coproduction and a collaborative approach.

Senior officers emphasised that they were happy for members to contact them directly with queries.

Officers explained that staff working above and beyond their contractual pay grade would be remunerated accordingly.

Members queried how scrutiny holds the Public Services Board to account – the query would be directed to the relevant officer following the meeting, and a reply would be forwarded to scrutiny committee members.

A report would be presented to members shortly, concerning the remodelling of adult social care, which would answer members' queries regarding mental health provision and respite services.

Following scrutiny, it was agreed that the report be noted.

### 3. **Verbal Update from the Head of Adult Services**

Scrutiny members were given a verbal update from the Director of Social Services, Health and Housing and his team, on what had been happening within the service, from the start of the year to the present. This included the formation of field hospitals, to be able to cope with the high death toll predicted by scientists (which thankfully had not reached the projected surge), as well as the role of the Regional Partnership Board in the decision making process.

A summary of concerns around the residential care service, and amount of deaths, was provided. Concerns included confusion about the use of personal protective equipment (PPE), following advice from Welsh Government and Public Health Wales, as well as its availability.



Additional funding from Welsh Government, for empty care home beds, was discussed. Members noted that £40 million had been made available across Wales with an additional £22 million of funding having been recently announced.

Members felt that further community, economic, social and cultural impacts of the pandemic would be felt further down the line. Future peaks in the virus could be a possibility going into the winter months. The service would continue to adapt going forward.

Whether care home staff had been affected by the virus was discussed, and it was noted that some care homes had been affected by staff shortages more than others. Homes that had needed to, had employed agency and nursing staff. It was noted that social services had not run the Safe and Well scheme.

'Hospital to home' and rapid discharges were discussed. Due to Welsh Government guidelines concerning transmission of Covid 19, it was noted that Disabled Facilities Grants assessments were on hold, as officers could not currently go into clients' properties.

The provision of homecare and domiciliary care during the pandemic was explained by officers. Members noted that carers were still visiting clients where needed, although some families had taken over their relatives care, and stood the carers down.

A number of clients had been referred from the Safe and Well scheme for domiciliary care help, such as picking up shopping and prescriptions. The £500 Government bonus promised to those working in care during the Covid 19 crisis had, to date, not been paid.

Officers gave an overview of the following, with regards to the impact of the Covid 19 crisis:

- Learning disabilities
- Mental health
- Day services
- Respite services
- Domestic violence and
- Drug and alcohol training

It was noted that some commissioned services (respite care) had now reopened. A number of day service staff who were unable to work within the day care setting during the pandemic, had been

helping to take clients out for a few hours a day, to give families a break. A report of day service provision would be presented to the scrutiny committee shortly.

A spike in the numbers of referrals of older people suffering from mental health issues had been identified.

Homelessness was discussed, and members noted that all rough sleepers had been taken off the streets at the start of the outbreak, resulting in almost double the number of clients in emergency provision, including hotels, than before the pandemic – 115 compared to a previous 60 cases.

Officers had great concerns around homelessness, and felt that the easing of lockdown could result in the breakdown of families, as well as registered social landlords evicting people. Officers emphasised the good relationship they currently had with housing associations.

At this point in the meeting, Councillor S.Reynolds made a declaration of interest, as she is a Board Member of Tai Tarian.

Following scrutiny, it was agreed that the verbal update be noted.

#### 4. **Children's Services - Pandemic and Beyond**

An overview was given by the principal officer for safeguarding, and members noted that the Youth Offending Team was still able to make visits to young people. Sometimes these took place in their gardens or as a 'walk and talk' exercise. There were various ways of interacting with young people according to need, and what better suited the individual. WhatsApp and virtual meetings had been used, as young people felt comfortable with these methods.

Officers upheld the emergency duty team as unsung heroes.

Following scrutiny, it was agreed that the report be noted.

**CHAIRPERSON**

**DRAFT**  
**Social Care, Health and Wellbeing Scrutiny Committee**  
**Forward Work Programme 2020/21**

Date of Meeting	Agenda Item	Officer
3 December	Update report in relation to how Covid-19 has affected Care Homes, Domiciliary Care Services and Delayed Transfer of Care	Angela Thomas
	Hillside Manager's Report (Scrutiny on 3 <sup>rd</sup> December & then to Cabinet on the 9 <sup>th</sup> December)	Keri Warren
	Hillside Responsible Individual Report. (Scrutiny on 3 <sup>rd</sup> December & then to Cabinet on the 9 <sup>th</sup> December)	Keri Warren
	Update on Homeless – What is the current situation during Covid-19	Angela Thomas
	Update on the impact Covid-19 has had on Respite / Day Services	Angela Thomas
28 January	Impact of discharges from Hospitals on the availability of Care packages. An update on Delayed Transfer of Care (DTOCS) –	Angela Thomas
	Update report of the impact of Covid-19 on Disabled facilities Grants	Andrew Jarrett

1 April	Budget	
27 May		

**Items to be programmed in for future meetings**

- Health Board to be invited to attend and discuss the impact of Covid-10 on Mental Health – February

# **CABINET FORWARD WORK PROGRAMME**

## **SEPTEMBER 2020 - ONWARDS**

## Cabinet (Following Cabinet Scrutiny starting at 2pm.)

Meeting Date	Agenda Item	Type	Contact Officer
9 <sup>th</sup> December	Outcome of Ash Tree Dieback surveys and update	Decision	Mike Roberts
	Complaints and Compliments Annual Report 2019/2020	Decision	Karen Jones
	Passenger Transport Subsidised Network (Private Report)	Information	Peter Jackson
	CPR's Exemption for streamlining New link Service	Decision	Claire Jones/Julia Jenkins
	Syrian Programme Report	Decision	Claire Jones/ Julia Jenkins
	NPT Air Quality Progress Report	Decision	Ceri Morris
	Regional Technical Statement – 2 <sup>nd</sup> Review	Decision	Ceri Morris
	LAQM Progress Report 2020	Decision	Ceri Morris
	Workforce Information Report	Information	Sheenagh Rees
	Third Sector Grant Funding Report – Award of Grants 2021/22	Decision	Karen Jones/ Caryn Furlow
Approval of Works at Crown Buildings (Metal Box) Neath	Decision	Dave Griffiths	

	Hillside Manager's Report	Information	Keri Warren
	Hillside Responsible Individual Report		Keri Warren
<b>2021</b>			
6 <sup>th</sup> January			
3 <sup>rd</sup> February	SEP Annual Report and Action Plan	Decision	Karen Jones
24 <sup>th</sup> February			
8 <sup>th</sup> March (Monday pm)	Budget 20/21 (Only Item) Commend to Council (I would need the report by no later than the 2 <sup>nd</sup> March)	Decision	Hywel Jenkins
10 <sup>th</sup> March (To be Confimed)	Welsh Language Standards Progress Report	Information	Karen Jones
7 April	Regional Technical Statement (RTS) 2 <sup>nd</sup> Review	Decision	Lana Beynon/ Ceri Morris
	Passenger Transport Subsidised Network (Private) – Proposal and Results of Consultation	Decision	Peter Jackson
	SSIP – Proposal to Establish an English Medium 3 – 11 School to replace Alltwen, Godre'graig and Llangiwg Prmiary School (Results of Consultation)	Decision	Andrew Thomas/ Rhiannon Crowhurst
21 April	RDP Update	Information	Angelina Spooner-Cleverly

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