

To: Members of the Partnerships
Scrutiny Committee

Date: 19 February 2016

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Dear Councillor

You are invited to attend a meeting of the **PARTNERSHIPS SCRUTINY COMMITTEE** to be held at **9.30 am** on **THURSDAY, 25 FEBRUARY 2016** in **COUNCIL CHAMBER, RUSSELL HOUSE, RHYL.**

Yours sincerely

G. Williams
Head of Legal, HR and Democratic Services

AGENDA

1 APOLOGIES

2 DECLARATION OF INTERESTS

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.

3 URGENT MATTERS AS AGREED BY THE CHAIR

Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act 1972.

4 MINUTES OF THE LAST MEETING (Pages 3 - 8)

To receive minutes of the Partnerships Scrutiny Committee meeting held on 14th January, 2016 (copy attached).

5 DEVELOPMENT OF A COMMUNITY HOSPITAL IN RHYL

To consider a presentation by representatives of the Betsi Cadwaladr University Health Board on their current and future intentions with respect to the Royal Alexandra Hospital site, Rhyl.

9.35 a.m. – 10.15 a.m.

Comfort Break

6 PROTECTION OF VULNERABLE ADULTS (Pages 9 - 16)

To consider a report by the Protection of Vulnerable Adults (POVA) Co-ordinator (copy attached) on the follow up to the annual performance report for Adult Protection presented to Partnership Scrutiny in November, 2015.

10.25 a.m. – 11.05

a.m.

7 SCRUTINY WORK PROGRAMME (Pages 17 - 34)

To consider a report by the Scrutiny Coordinator (copy enclosed) seeking a review of the committee's forward work programme and updating members on relevant issues.

11.05 a.m. – 11.15 a.m.

8 FEEDBACK FROM COMMITTEE REPRESENTATIVES

To receive any updates from Committee representatives on various Council Boards and Groups

11.15 a.m. – 11.25

a.m.

MEMBERSHIP

Councillors

Councillor Jeanette Chamberlain-Jones (Chair)

Councillor Raymond Bartley (Vice-Chair)

Meirick Davies
Martyn Holland
Pat Jones
Dewi Owens

Pete Prendergast
Arwel Roberts
Bill Tasker

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PARTNERSHIPS SCRUTINY COMMITTEE

Minutes of a meeting of the Partnerships Scrutiny Committee held in the Council Chamber, Russell House, Rhyl on Thursday, 14 January 2016 at 9.30 am.

PRESENT

Councillors Raymond Bartley (Vice-Chair), Jeanette Chamberlain-Jones (Chair), Meirick Davies, Pat Jones and Bill Tasker.

ALSO PRESENT

Corporate Director: Communities (NS), Head of Planning and Public Protection (GB), Strategic Planning and Performance Officer (LG), Public Protection Manager (EJ), Democratic Services Manager (SP), Scrutiny Coordinator (RE) and Administrative Officer (CIW).

1 APOLOGIES

Apologies for absence were received from Councillors Martyn Holland, Dewi Owens, Pete Prendergast and Arwel Roberts

2 DECLARATION OF INTERESTS

No Members declared any personal or prejudicial interests in any business identified to be considered at the meeting.

3 URGENT MATTERS AS AGREED BY THE CHAIR

No items were raised which in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act, 1972.

4 MINUTES OF THE LAST MEETING

The Minutes of a meeting of the Partnerships Scrutiny Committee held on Thursday, 26th November, 2015 were submitted.

Accuracy:-

Councillor M.LI. Davies explained that with regard to Business Item 5, North Wales Fire and Rescue Authority, he had been in attendance as Chairman of the North Wales Fire and Rescue Authority.

Matters arising:-

Item 5, North Wales Fire and Rescue Authority - The Scrutiny Coordinator confirmed that a copy of the letter sent to the North Wales Fire and Rescue

Authority, in response to the consultation, had been included in the Information Brief circulated to Members.

RESOLVED – *that, subject to the above, the Minutes be received and approved as a correct record.*

5 PUBLIC SERVICE BOARD

A copy of a report by the Strategic Planning and Performance Officer (SPPO), on the arrangements for establishing the statutory Public Services Board, also including potential options for scrutinising the new PSB, in line with requirements of the Wellbeing of Future Generations (Wales) Act, had been circulated with the papers for the meeting.

The Strategic Planning and Performance Manager (SPPM) introduced the report and explained that the Wellbeing of Future Generations Act (Wales) 2015, which would come into force on the 1st April 2016, would have wide-ranging implications for the Council as well as other public organisations in Wales.

Communities Scrutiny Committee, at its next meeting in February, would be looking in greater detail at the Act's implications for the Council. One of the Act's provisions was to change the present Local Service Boards (LSBs) into Public Services Boards (PSBs) and in doing so placing the new PSBs on a statutory footing. Consequently the PSBs must be subject to more intense scrutiny activity from local authorities. Denbighshire currently operated a joint LSB with Conwy County Borough Council and other partner organisations.

At its September, 2015 meeting the joint LSB had decided that its desired approach from April, 2016 would be to operate as a Joint PSB, unless the Welsh Government (WG) determined that the new local government structure in the area would be different going forward. The Joint LSB also expressed the intention for the new Joint PSB to have a single long-term partnership Well-being Plan for the Conwy Denbighshire area from 2017 onwards, at present the LSB manages two separate single integrated plans (SIPs). If the production of a single Well-being Plan could be brought into fruition it would then be more appropriate to scrutinise it on a joint basis, to avoid duplication and to make better use of limited resources.

Whilst work was already underway with respect to planning for a joint Wellbeing Plan, it was being undertaken in such a way that if the WG agreed a different configuration for local government in North Wales, the work done to date would not have been in vain as it could be used for Denbighshire and Conwy as separate entities, or for any other potential configurations.

The Democratic Services Manager outlined all potential scrutiny options for the proposed Joint PSB as detailed in appendix 2 to the report, explaining that Option 4 - joint informal scrutiny arrangements – seemed at present the most appropriate model to adopt once the Joint PSB was operational.

Responding to members' questions officers advised that:-

- With respect to other potential local government reorganisation configurations, these had not been explored with respect to the establishment of a joint PSB. The reason being that Conwy and Denbighshire had for some time operated a joint LSB, and until such time as either authority was told that this would definitely not be the future local government structure for the area, it seemed logical to proceed down the joint route for the new PSB;
- Bearing in mind that current LSB partner members i.e. Police, Health and Fire and Rescue Service, also configured their sub-regional structures into three areas based on the local authority counties in north-west, north-east and central North Wales, it was logical and reasonable for the joint LSB to propose the establishment of a joint PSB for Conwy and Denbighshire;
- Whether at the conclusion of the process there was either a single or a joint PSB its remit would be to serve the needs of its residents to the best of its abilities;
- Until the end of March, 2016 the WG was meeting the administrative costs of the LSBs via grant funding. However, from 1 April and the introduction of the PSBs, each local authority would be expected to fund the administrative costs for each PSB. To accommodate these costs going forward corporate business planning processes as well as consultation and engagement methods were being streamlined with a view to each process being utilised to realise maximum benefit for the organisation;
- The new draft Local Government (Wales) Bill, currently out for consultation, which proposed fundamental changes to local government structures and methods of working, would present challenges for everyone involved, including local government. Members were encouraged to get involved with the consultation on this particular Bill because of its wide-ranging implications.

Members requested that a report on the draft Local Government (Wales) Bill and its implications be presented to all councillors prior to the consultation closing date in February 2016.

At the conclusion of the discussion it was:-

RESOLVED – *that the Partnerships Scrutiny Committee support:-*

- the proposal of Conwy and Denbighshire continuing with their joint arrangement and merge to become the Conwy and Denbighshire Public Services Board under the Wellbeing of Future Generations (Wales) Act (subject to proposals continuing for Conwy and Denbighshire to merge under a future local government reorganisation);*
- the proposal of Conwy and Denbighshire having a single Well-being Plan for both counties;*
- working towards a target publication date of November 2017 for the joint Conwy and Denbighshire Wellbeing Plan; and*
- the continuation of the existing scrutiny arrangements for the LSB/PSB and, subject to a decision on local government reorganisation, to introduce Joint Informal Arrangements as outlined in Option 4 of Appendix 2 from May 2017.*

6 DENBIGHSHIRE CCTV UPDATE

A copy of a joint report by the Head of Planning and Public Protection (HPPP) and the Public Protection Manager (PPM) which provided an update on the implications of the Council's decision, as part of the freedoms and flexibilities exercise to remove funding from the CCTV function for 2016/17, had been circulated with the papers for the meeting.

Whilst the CCTV Service was not a statutory function of the Council, there had been some concern from residents and other stakeholders with respect to the Council's decision not to continue with the Service and as a result a Working Group had been established to look at alternative models for delivering a CCTV Service.

In conjunction with North Wales Police, Prestatyn, Rhuddlan and Rhyl Town Councils, and the relevant Member Area Groups (MAGs) a model had been drawn up and agreed which would see all current CCTV cameras remaining in operation and recording on a twenty four hour basis throughout the year. The only difference being that they would not be monitored on a 24 hour basis. This way footage would be available to those who required it upon request.

The CCTV Co-ordinator would be contracted to maintain the service and be the point of contact and co-ordinator between all partner organisations. Agreement had been received in principle from all town councils involved in the project on their financial contributions towards the service and from the other parties involved in the project.

The estimated cost of the Service was £62K and to date assurances had been received with respect to £61K funding. Responding to Members' questions officers advised that:-

- The standalone service would initially be a 12 month trial service to establish its viability to continue for future years;
- The Working Group was due to meet again on 25 January to examine the Service's legal agreement and other legal matters, as well as the proposed governance arrangements for the Board;
- From 1 April 2016, the date that the standalone service would come into being, the present Working Group would become the CCTV Service Board and would be responsible for the Service's governance and operational arrangements;
- The table in paragraph 4.11 of the report detailed which individual/companies were responsible for the service and its equipment and the associated costs of each element of the work;
- Once the Board was established it could explore funding sources such as Police and Crime Commissioner grant funding and other anti-social behaviour (ASB), community safety funding streams with a view to maximising the income for the Service. Some research work had already been undertaken by the working group into funding sources. They may also wish to visit Barmouth and Llangefni, as suggested by members, to see for themselves the CCTV systems installed there recently;
- They were hopeful that the current £1K shortfall between service costs and expenditure could be covered via contract negotiation and/or charges levied on Council or external users.

Prior to concluding the discussion the Committee thanked the Working Group and officers for their endeavours in ensuring that an alternative method for delivering CCTV Services had been designed, albeit on an initial 12 month trial basis, and they wished all concerned well with the venture. They also asked that future reports on the Service use less jargon terminology for the benefit of the general public.

The Committee having considered the information and the clarification provided on the terminology:

RESOLVED – *that subject to the above observations to:-*

- (a) receive the report and support the work done by officers in delivering the identified savings and developing a new partnership model for CCTV provision starting on 1 April 2016; and*
- (b) request that a further report be submitted in six months' time detailing the governance arrangements for the CCTV partnership, outlining the partnership's effectiveness in delivering the service and the impact it was having on crime in the area it served.*

7 SCRUTINY WORK PROGRAMME

A copy of a report by the Scrutiny Coordinator (SC), which requested the Committee to review and agree its Forward Work Programme and provided an update on relevant issues, had been circulated with the papers for the meeting.

A copy of the 'Member's proposal form' template had been included at Appendix 2, Cabinet's Forward Work Programme had been included as Appendix 3, and a table summarising recent Committee resolutions and advising on progress with their implementation had been attached at Appendix 4.

The Committee considered its draft Forward Work Programme for future meetings, Appendix 1, and the following amendments and additions were agreed:-

25th February, 2016:-

The Committee agreed the inclusion of the two business items listed in the forward work programme for the February, 2016 meeting. Members requested that the item relating to the Future Development of a Community Hospital in Rhyl be listed first on the agenda. In response to concerns raised by Members, the SC informed the Committee that the BCUHB had provided an assurance that they would be attending the February meeting of the Committee to discuss this matter. Members agreed that the Lead Member, Councillor R.L. Feeley, be invited to attend the meeting, and that a pre-meeting be held for Members of the Committee at 9.00 a.m. Members discussed informally the issues which might be considered at the meeting.

14th April, 2016:-

Independence of Older People – At the request of the Committee, the SC agreed to seek the availability of a meeting room at the Brighton Road Offices, Rhyl, to coincide with the SPoA visit.

Members agreed that an invitation be extended to Councillors S.A. Davies and T.R. Hughes, with a view to visiting sites of interest in the Rhyl area. The Chair agreed to make arrangements for the provision of lunch.

In reply to a question from Councillor M.LI. Davies regarding the closure of the cafe at the Ruthin Craft Centre, the SC explained this matter had been discussed at the Ruthin Member Area Group. The SC agreed to pursue the outcome of the discussions.

Following further discussion, it was:-

RESOLVED – *that, subject to the above, the Work Programme as set out in Appendix 1 to the report be approved.*

8 FEEDBACK FROM COMMITTEE REPRESENTATIVES

No reports were received from Committee representatives.

Meeting ended at 11.35 a.m.

Agenda Item 6

Report to: Partnerships Scrutiny Committee

Date of Meeting: 25 February 2016

Lead Member / Officer: Lead Member for Social Care (Adults and Children's Services)/Service Manager: Specialist Services

Report Author: POVA Co-ordinator

Title: Annual Report on Adult Protection in Denbighshire 1st April 2014 – 31st March 2015.

1. What is the report about?

This report is a follow up to the annual performance report for Adult Protection presented to Partnership Scrutiny in November 2015.

2. What is the reason for making this report?

A request from members for more detail in relation to the allegation of abuse within nursing and residential care homes and within an individual's own home.

3. What are the Recommendations?

That members receive and comment on the report and acknowledge the important nature of a corporate approach to the Protection of Vulnerable Adults and the responsibility of the Council to view this as a key priority area and to place it alongside the commitment and significance given by Denbighshire to Child Protection.

4. Report details

4.1 Although many referrals will take less than a year to complete, they are spread throughout the year and as a result completed referrals in the year will not necessarily equate to the number of reported referrals meeting the threshold, as some referrals will be received or completed outside the reporting period. This report refers to referrals that were completed during the period 1/4/14 – 31/3/15, irrespective of when they were received. There were 73 referrals completed within this period.

4.2 Of the 73 referrals completed, 78% (56) alleged abuse occurred within a care home (nursing or residential) setting or within the individual's own home in the community. This report will focus on the category of abuse, alleged perpetrator and the overall outcome. See the appendix for greater detail.

4.3 The overall outcomes of the 42 referrals within a nursing or residential care home setting

Proven/Upheld	16
Inconclusive	10
Disproved	5
Admitted	1

Likely on balance of probability	4
Unlikely on balance of probability	5
Allegation withdrawn	1

4.4 The outcome for the alleged victim and the alleged perpetrators

Risks reduced /improved safeguards	19
Risks removed	23
Extra training/extra supervision for staff	16
Staff dismissed/disciplinary	9/3 = 12
Revised policies/procedures	19
Criminal prosecution	1

4.5 Categories of abuse – Please be aware there may be more categories being considered within 1 referral

Neglect	14
Emotional/psychological	9
Financial	6 – by family/friends
Physical	18
Sexual	4

4.6 All safeguarding referrals which involve care providers are discussed with Contracts Officers. Many of the issues, and the way they have been addressed by home managers, are evidence of good practice and these are noted as part of the contract monitoring process. Contracts Officers attend strategy meetings and address issues from a contract perspective with additional monitoring where necessary. They also ensure that such issues are considered as part of an Escalating Concern process where that is appropriate. The Contracts team now monitors 64 care homes. Of these 21 were the subject of a safeguarding referral during the 2014/15 year. There was also one referral for an incident which occurred in a Denbighshire County Council care home. The majority of these issues were addressed at the time with no ongoing concerns with 19 of the care homes only recording 1 or 2 incidents in the year. Two of the homes with higher levels of safeguarding issues were the subject of Escalating Concerns at the time as reported in the quarterly quality monitoring reports sent to Chairs and Vice Chairs of Scrutiny.

4.7 Case study

An allegation of neglect was received in respect of a female resident in a care home which related to a pressure ulcer. This allegation related to NHS staff who were supporting this individual in the care home. It needs to be noted here that the responsibility of managing pressures ulcers when an individual lives in their own home or a residential setting lies with community nursing services.

This case was a very complex case taking 18 months before completion with the initial lead being taken by the police, who undertook a criminal investigation, concluding that that the threshold of wilful neglect was not met and therefore no further action would be taken by them.

This case then returned to be managed under the Policy and Procedures for the Protection of Vulnerable Adults (POVA). A non-criminal investigation was

commissioned to be undertaken by BCUHB with clear terms of reference. In determining an outcome it is important to note that a non-criminal investigation has the same purpose as a criminal investigation and must be undertaken to the highest professional standards. However, its conclusions are based on the balance of probabilities rather than the threshold of beyond reasonable doubt, as is required in criminal cases.

The outcome of this investigation determined that there was evidence to support the allegation of abuse. There was documentation to support that there had been a failure by the district nurses to carry out their duty of care to a good enough standard. The professionals involved in the strategy meeting concluded that on the balance of probability it had been proven/upheld that this individual had suffered neglect.

A case conference was held involving family and key staff members to provide feedback. A review of the current safeguards were undertaken, for not only the individual, but inclusive of the potential implication to other vulnerable adults.

The outcome for the named staff members were that disciplinary procedures were followed; extra training and revised policies/procedures were also put in place for this service delivery.

This referral was correctly recorded as having occurred in the residential setting, but as illustrated above the actual allegation of abuse was against NHS employees who provided a service into the care home.

4.8 The alleged perpetrators of abuse in individuals' own homes

Independent sector staff	7
Family/friend	4
Another service	2
Employee (direct payment)	1

4.9 The outcome for the alleged victim and the alleged perpetrators

Risks reduced /improved safeguards	7
Risks removed	7
Extra training/extra supervision for staff	4
Staff dismissed/disciplinary	3
Revised policies/procedures	2
Escalating concerns	1

4.10 Categories of abuse – Please be aware there may be more categories being considered within 1 referral

Neglect	6
Emotional/psychological	3
Financial	2
Physical	5
sexual	0
Domestic abuse	1

4.11 Case Study

The following is an example of an allegation of neglect and physical abuse against a family / friend. An individual stated that his friend/landlord and carer had assaulted him a few months earlier. The alleged victim did not want anyone informed as he was scared that the alleged perpetrator would beat him up again. The outcome recorded is that it was likely on the balance of probability that the vulnerable adult suffered this abuse. However this case could not move forward under a criminal investigation as the victim was not willing to make a statement to support police involvement.

5. How does the decision contribute to the Corporate Priorities?

The Protection of Vulnerable Adults arrangements contribute directly to the corporate priority to protect vulnerable people and enable them to remain living independently.

6. What will it cost and how will it affect other services?

This service is already featured within existing budgets.

7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision? The completed EqIA template should be attached as an appendix to the report.

An Equality Impact Assessment is not required as this report makes no changes to policy.

8. What consultations have been carried out?

Not applicable

9. Chief Finance Officer Statement

There are no financial implications arising directly from this report

10. What risks are there and is there anything we can do to reduce them?

The model of delivery which shares the role and responsibilities of the Designated Lead Manager with team managers and senior practitioners presents a challenge to ensure a consistency of approach and quality in dealing with safeguarding referrals. The development of a senior practitioner post – DoLS lead as well as a Safeguarding Team Manager post ensures a more robust overview of the whole safeguarding process.

11. Power to make the Decision

Scrutiny's powers with respect to this matter are set out in Section 21 of the Local Government Act 2000 and article 6.3.4(b) of the Council's Constitution.

Contact Officer:
POVA Co-ordinator
Tel: 01824 706675

1 Allegations of abuse in care home settings

- 1.1 There were 42 cases where the alleged abuse occurred within a Nursing and Residential care home setting. 9 of these were within care homes registered for the EMI client group. The majority of these settings had only 1 or 2 referrals recorded against their service. However there was a small number of providers who had more than 2 referrals during this period. None of these providers with 2 or more referrals were registered as providing EMI placements.
- 1.2 Provider A had 6 referrals recorded with allegations against staff members. The concerns raised were in the form of allegations of neglect (1) and physical, emotional and psychological abuse (5). The overall outcome for 5 of these referrals were 'proven/upheld', and one being 'unlikely on the balance of probability'.

The outcomes for these victims were that the risks were removed. The alleged perpetrators were taken through the provider's disciplinary process and dismissed. Additional training for the remainder of the staff was implemented. This Provider made changes to their policy and procedures to improve safeguarding measures. This care home has subsequently closed, however this was not due to safeguarding concerns. The home was in administration and the decision to close was on the grounds that it was no longer a viable business.

- 1.3 Provider B has a number of homes across Denbighshire and had 5 referrals recorded: an allegation of neglect by staff which was found to be likely; 1 allegation of sexual abuse by another service user was found to be inconclusive; 3 allegations of physical abuse - 1 by another service user and found to be unlikely to have caused abuse and 2 against staff members, the outcome of one was inconclusive i.e. insufficient evidence to support that abuse had or had not taken place and the other being unlikely on the balance of probability.

The outcomes for the alleged victims were that the risk were reduced or removed, and Individual Protection Plans put in place. The outcome for the alleged perpetrators were extra training for staff members and extra supervision for the service user. The sexual abuse case required the service user to be recalled back to hospital under the Mental Health Act. The provider made amendments to their current policies/procedures relating to staff manual handling etc.

- 1.4 Provider C had 4 referrals recorded, 3 involved allegations of service users abusing other service users, and 1 was an allegation against staff. Two of the allegations against another service user were categorised as sexual abuse. The outcome for the victim in one case was that the risks were removed due to change of placement and the other the risks were reduced with the implementation of an individual protection plan being. The overall outcome of the allegation was that 1 was inconclusive and 1 was likely on the balance of probability to have caused abuse.

The third referral was an allegation of physical abuse by another service user and was found to be proven/upheld. This resulted in risk reducing strategies being implemented in the form of an individual protection plan and a general protection plan being implemented to support the wider safeguarding concerns to other residents.

- 1.5 The referral relating to an allegation against a member of staff fell into the category of physical, emotional and psychological abuse, with an outcome of likely to have caused abuse. The risks were reduced for the victim and there was extra training and supervision for the staff member. The Provider made amendments to their current policies/procedures and were also subject to the escalating concern process at the time which resulted in increased monitoring from all agencies.
- 1.6 In summary the care homes where the alleged abuse had occurred showed that these allegations related to 25 staff being recorded as the alleged perpetrator. There were 5 referrals where it was not possible to identify an individual staff member – for example in one instance the alleged victim walked out of nursing home unnoticed by staff and was returned by police. Although the individual concerned had suffered no actual harm, the potential for harm was high for this individual and other residents – allegation of neglect in this instance was not targeted at a particular member of staff.

We received 5 referrals where the allegation was against another service user. A further 7 reported that a family or friend had been the alleged perpetrator, these referrals related to 6 financial abuse and 1 case of neglect and sexual abuse.

2 Allegations of abuse in individuals' own homes

- 2.1 The total number of referrals which occurred within a vulnerable adults own home where 14. These referrals related to allegations against care/support providers, family/friends and other service users.
- 2.2 The referrals relating to allegations against care/support staff came from 6 different care/support providers, with 1 provider having 2 separate referrals recorded against staff members. 4 cases related to neglect, 2 being disproved, 1 recorded as inconclusive and 1 being admitted. This staff member was taken through the employee's disciplinary process and redeployed.
- 2.3 The care/support provider with the 2 referrals involved the same vulnerable adult, naming 2 different staff members. The first allegation reported was neglect and related to medication error by staff. Following an investigation the outcome was inconclusive. There was additional training provided to the staff member. The provider reviewed their policies and an individual protection plan was put in place to improve safeguarding measures for the individual.
- 2.4 The second referral alleged emotional/psychological abuse when it was alleged that the staff member had spoken in an inappropriate manner with the alleged victim. The outcome of the investigation was disproved but the staff member was dismissed following other concerns relating to practice and a referral to DBS completed.

Report to:	Partnerships Scrutiny Committee
Date of Meeting:	25 February 2016
Lead Officer:	Scrutiny Co-ordinator
Report Author:	Scrutiny Co-ordinator
Title:	Scrutiny Work Programme

1. What is the report about?

The report presents Partnerships Scrutiny Committee with its draft forward work programme for members' consideration.

2. What is the reason for making this report?

To seek the Committee to review and agree on its programme of future work, and to update members on relevant issues.

3. What are the Recommendations?

That the Committee considers the information provided and approves, revises or amends its forward work programme as it deems appropriate.

4. Report details

- 4.1 Article 6 of Denbighshire County Council's Constitution sets out each Scrutiny Committee's terms of reference, functions and membership, whilst the rules of procedure for scrutiny committees are laid out in Part 4 of the Constitution.
- 4.2 The Constitution stipulates that the Council's scrutiny committees must prepare and keep under review a programme for their future work. By reviewing and prioritising issues, members are able to ensure that the work programme delivers a member-led agenda.
- 4.3 For a number of years it has been an adopted practice in Denbighshire for scrutiny committees to limit the number of reports considered at any one meeting to a maximum of four plus the Committee's own work programme report. The aim of this approach is to facilitate detailed and effective debate on each topic.
- 4.4 In recent years the Welsh Government (WG) and the Wales Audit Office (WAO) have highlighted the need to strengthen scrutiny's role across local government and public services in Wales, including utilising scrutiny as a means of engaging with residents and service-users. Going forward scrutiny will be expected to engage better and more frequently with the public with a view to securing better decisions which ultimately lead to better outcomes for citizens. In future the WAO will measure scrutiny's effectiveness in fulfilling these expectations.

- 4.5 Having regard to the national vision for scrutiny whilst at the same time focussing on local priorities, the Scrutiny Chairs and Vice-Chairs Group (SCVCG) has recommended that the Council's scrutiny committees should, when deciding on their work programmes, focus on the following key areas:
- budget savings;
 - achievement of the Corporate Plan objectives (with particular emphasis on the their deliverability during a period of financial austerity);
 - any other items agreed by the Scrutiny Committee (or the SCVCG) as high priority (based on the PAPER test criteria – see reverse side of the 'Member Proposal Form' at Appendix 2) and;
 - Urgent, unforeseen or high priority issues

4.6 Scrutiny Proposal Forms

As mentioned in paragraph 4.2 above the Council's Constitution requires scrutiny committees to prepare and keep under review a programme for their future work. To assist the process of prioritising reports, if officers are of the view that a subject merits time for discussion on the Committee's business agenda they have to formally request the Committee to consider receiving a report on that topic. This is done via the submission of a 'proposal form' which clarifies the purpose, importance and potential outcomes of suggested subjects. No officer proposal forms have been received for consideration at the current meeting.

- 4.7 With a view to making better use of scrutiny's time by focussing committees' resources on detailed examination of subjects, adding value through the decision-making process and securing better outcomes for residents, the SCVCG has decided that members, as well as officers, should complete 'scrutiny proposal forms' outlining the reasons why they think a particular subject would benefit from scrutiny's input. A copy of the 'member's proposal form' can be seen at Appendix 2. The reverse side of this form contains a flowchart listing questions which members should consider when proposing an item for scrutiny, and which committees should ask when determining a topic's suitability for inclusion on a scrutiny forward work programme. If, having followed this process, a topic is not deemed suitable for formal examination by a scrutiny committee, alternative channels for sharing the information or examining the matter can be considered e.g. the provision of an 'information report', or if the matter is of a very local nature examination by the relevant Member Area Group (MAG). In future no items will be included on a forward work programme without a 'scrutiny proposal form' being completed and accepted for inclusion by the Committee or the SCVCG. Assistance with their completion is available from the Scrutiny Co-ordinator.

Cabinet Forward Work Programme

- 4.8 When determining their programme of future work it is useful for scrutiny committees to have regard to Cabinet's scheduled programme of work. For this purpose a copy of the Cabinet's forward work programme is attached at Appendix 3.

Progress on Committee Resolutions

- 4.9 A table summarising recent Committee resolutions and advising members on progress with their implementation is attached at Appendix 4 to this report.

5. Scrutiny Chairs and Vice-Chairs Group

- 5.1 Under the Council's scrutiny arrangements the Scrutiny Chairs and Vice-Chairs Group (SCVCG) performs the role of a coordinating committee. The Group met on 21 January 2016. No specific items were referred to this Committee for consideration. The Group is scheduled to meet again on 3 March 2016.
- 5.2 At the above meeting the SCVCG decided to undertake a self-evaluation of the Council's scrutiny function with a view to identifying its strengths and weaknesses ahead of the production of this year's Annual Report. A questionnaire for this purpose was issued to councillors and officers on 8 February and we would appreciate their completion and return to the Scrutiny Co-ordinator as soon as possible please to enable the responses to be analysed and the findings to be fed into the Annual Report, and reflected in the Scrutiny Improvement Action Plan. If you require any assistance with completing the questionnaire please contact the Scrutiny Co-ordinator.

6. How does the decision contribute to the Corporate Priorities?

Effective scrutiny will assist the Council to deliver its corporate priorities in line with community needs and residents' wishes. Continual development and review of a coordinated work programme will assist the Council to deliver its corporate priorities, improve outcomes for residents whilst also managing austere budget cuts.

7. What will it cost and how will it affect other services?

Services may need to allocate officer time to assist the Committee with the activities identified in the forward work programme, and with any actions that may result following consideration of those items.

8. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision? The completed EqIA template should be attached as an appendix to the report.

No Equality Impact Assessment has been undertaken for the purpose of this report as consideration of the Committee's forward work programme is not deemed to have an adverse or unfair impact on people who share protected characteristics.

9. What consultations have been carried out with Scrutiny and others?

None required for this report. However, the report itself and the consideration of the forward work programme represent a consultation process with the Committee with respect to its programme of future work.

10. What risks are there and is there anything we can do to reduce them?

No risks have been identified with respect to the consideration of the Committee's forward work programme. However, by regularly reviewing its forward work programme the Committee can ensure that areas of risk are considered and examined as and when they are identified, and recommendations are made with a view to addressing those risks.

11. Power to make the decision

Article 6.3.7 of the Council's Constitution stipulates that the Council's scrutiny committees must prepare and keep under review a programme for their future work.

Contact Officer:

Scrutiny Coordinator

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Note: Items entered in italics have not been approved for submission by the Committee. Such reports are listed here for information, pending formal approval.

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
14 April Council Chamber, Russell House, Rhyl & visit to SPoA	Cllr. Bobby Feeley	1. Independence of Older People	To consider the Council's proposal to respond the Wales Audit Office's national report on the Independence of Older People	An understanding of the issues involved and their potential implications for the Council will assist the Committee to make recommendations with respect to future service delivery	Phil Gilroy	By SCVCG December 2015
	Cllr. Bobby Feeley Members to visit SPoA following meeting	2. Single Point of Access	To consider the progress made with the establishment of the Single Point of Access Service	Identification of any problems associated with the Service and actions to address them	Phil Gilroy/Cathy Curtis-Nelson	April 2014 (rescheduled September 2014 and by SCVCG December 2015)
26 May						
7 July	Cllr. David Smith	1. Community Safety Partnership [Crime and Disorder Scrutiny	To detail the Partnership's achievement in delivering its 2015/16 action plan and its progress to date in delivering	Effective monitoring of the CSP's delivery of its action plan for	Alan Smith/Liz Grieve/Sian Taylor	July 2015

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
		Committee]	its action plan for 2016/17. The report to include financial sources and the progress made in spending the allocated funding.	2015/16 and its progress to date in delivering its plan for 2016/17 will ensure that the CSP delivers the services which the Council and local residents require		
6 Oct 2016	Cllr. Julian Thompson-Hill	1. Commercial Partnership for the Revenues and Benefits Service	To review the Partnership's progress and in particular the new business element of the proposal and the Welsh Language service provision	An evaluation: (i) of whether the financial and commercial benefits of the partnership agreement have been realised; and (ii) that the service is delivering the level of service expected which conforms to the Council's relevant policies in lines with the Heads of	Rod Urquhart/Jackie Walley	December 2014 (by County Council in line with Cabinet's recommendation – allocated to the Committee by the SCVCG January 2015)

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
				Terms Agreement		
24 November	Cllr. Bobby Feeley	1. Protection of Vulnerable Adults Annual Report 2014/15	To consider the POVA annual report, and information in place to meet the statutory requirements of the Social Services and Well-being Act 2014 and an evaluation of the financial and resource impact of the Supreme Court's 2014 Judgement on deprivation of liberty on the Service and its work	An evaluation of whether the Authority is meeting its statutory duty with respect to adult safeguarding and has sufficient resources to undertake this work along with the additional work in the wake of the Supreme Court's judgement	Phil Gilroy/Alaw Pierce/Nerys Tompsett	November 2015
	Cllr. David Smith	2. CCTV Partnership	To detail the governance arrangements for the partnership and the partnership's effectiveness in delivering the service since its establishment, including its impact in fighting crime (report to include Police statistics on crime incident numbers, no of views by them and the outcomes of them viewing	Assurances that the partnership has appropriate governance arrangements to safeguard all member organisations, to deliver an effective service and to be fully self-funding and sustainable in	Graham Boase/Emlyn Jones/Graham Smith	January 2016

Meeting	Lead Member(s)	Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
			footage)	the long term		

Future Issues

Item (description / title)	Purpose of report	Expected Outcomes	Author	Date Entered
HASCAS Report on Tawelfan (Spring 2016 date tbc dependent upon the report's publication)	To consider HASCAS' findings with respect to the failings in care and treatment of patients on the ward	The identification of lessons learnt from what happened at Tawelfan for the purpose of safeguarding the Council and residents against such failings in care in future	HASCAS/BCUHB/Nicola Stubbins	By SCVCG October 2015
Citizens Panel (spring 2016)	To outline the proposed composition of the Panel and the recruitment and appointment process for appointing its members	The formation of a fair and equitable Panel which will form part of the governance arrangements for the Social Service and Health Programme Board and ensure that citizens and service-users views are heard and acted upon	Nicola Stubbins/Wendy Jones (CVSC)	November 2014
Update following conclusion of inquiry undertaken by the National Crime Agency in to historic abuse in North Wales Children's' Care Homes	To update the Committee of the outcome of the National Crime Agency (NCA) investigation in to the abuse of children in the care of the former Clwyd County Council, and to determine whether any procedures require revision.	Determination of whether any of the Council's safeguarding policies and procedures need to be revised in light of the NCA's findings	Nicola Stubbins	November 2012

For future years

Information/Consultation Reports

Information / Consultation	Item (description / title)	Purpose of report	Author	Date Entered

15/02/16 - RhE

Note for officers – Committee Report Deadlines

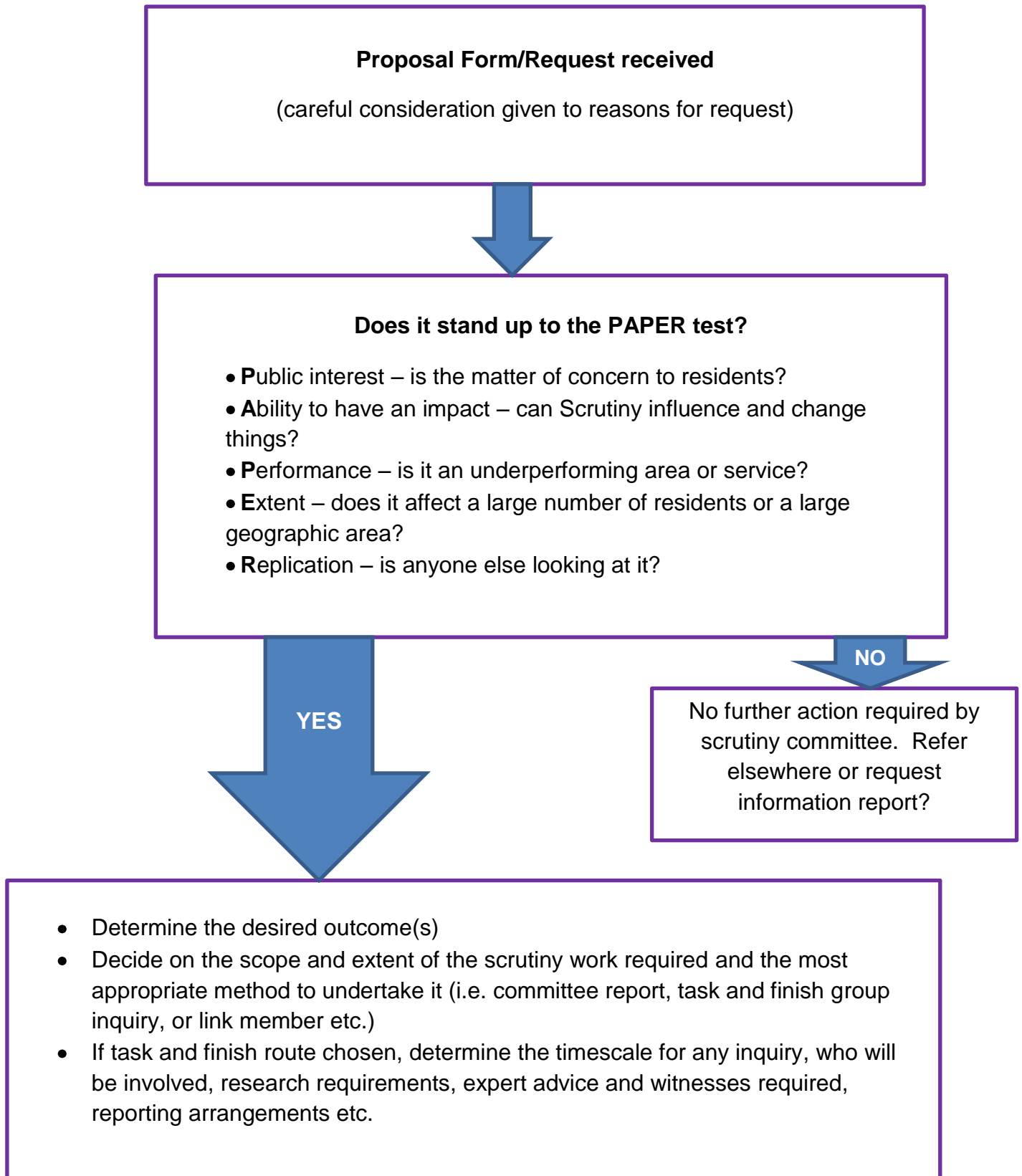
Meeting	Deadline	Meeting	Deadline	Meeting	Deadline
14 April	31 March	26 May	12 May	7 July	23 June

Partnerships Scrutiny Work Programme.doc

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Member Proposal Form for Scrutiny Forward Work Programme	
NAME OF SCRUTINY COMMITTEE	
TIMESCALE FOR CONSIDERATION	
TOPIC	
What needs to be scrutinised (and why)?	
Is the matter one of concern to residents/local businesses?	YES/NO
Can Scrutiny influence and change things? (if 'yes' please state how you think scrutiny can influence or change things)	YES/NO
Does the matter relate to an underperforming service or area?	YES/NO
Does the matter affect a large number of residents or a large geographical area of the County (if 'yes' please give an indication of the size of the affected group or area)	YES/NO
Is the matter linked to the Council's Corporate priorities (if 'yes' please state which priority/priorities)	YES/NO
To your knowledge is anyone else looking at this matter? (If 'yes', please say who is looking at it)	YES/NO
If the topic is accepted for scrutiny who would you want to invite to attend e.g. Lead Member, officers, external experts, service-users?	
Name of Councillor/Co-opted Member	
Date	

Consideration of a topic's suitability for scrutiny



Cabinet Forward Work Plan

Appendix 3

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
29 March	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Richard Weigh
	2	Corporate Plan Performance Report 2015/16 Q3	To consider progress against the Corporate Plan	Tbc	Cllr Julian Thompson-Hill / Liz Grieve
	3	Corporate Plan Projects – Progress Report	To consider progress made on projects in the Corporate Plan	Tbc	Cllr Julian Thompson-Hill / Liz Grieve / Sian Owen
	4	Officers Scheme of Delegation	To approve amendments to the scheme	Yes	Cllr Barbara Smith/Gary Williams/Lisa Jones
	5	Proposed Lease of Ty Nant, Prestatyn to Betsi Cadwaladr University Health Board	To approve grant of the lease to BCUHB for a new primary care centre	Yes	Cllr Julian Thompson-Hill / David Mathews
	6	Closure of TAIH	Tbc	Tbc	Peter Daniels
	7	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator
26 April	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Richard Weigh

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
	2	Future of Adult Provider Services	To consider the future of adult provider services.	Yes	Cllr Bobby Feeley / Phil Gilroy / Holly Evans
	3	Former North Wales Hospital, Denbigh - Compulsory Purchase Order	Authorisation to take possession of the site	Yes	Councillor David Smith / Graham Boase / Gareth Roberts
	4	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator
24 May	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Richard Weigh
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator
28 June	1	Finance Report	To update Cabinet on the current financial position of the Council	Tbc	Councillor Julian Thompson-Hill / Richard Weigh
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator
26 July	1	Finance Report	To update Cabinet on the	Tbc	Councillor Julian

Cabinet Forward Work Plan

Meeting	Item (description / title)		Purpose of report	Cabinet Decision required (yes/no)	Author – Lead member and contact officer
			current financial position of the Council		Thompson-Hill / Richard Weigh
	2	Items from Scrutiny Committees	To consider any issues raised by Scrutiny for Cabinet's attention	Tbc	Scrutiny Coordinator

Note for officers – Cabinet Report Deadlines

<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>
<i>March</i>	11 March	<i>April</i>	12 April	<i>May</i>	10 May

Updated 18/02/16 - KEJ

Cabinet Forward Work Programme.doc

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Progress with Committee Resolutions

Date of Meeting	Item number and title	Resolution	Progress
14 January 2016	5. Public Service Board	<p>RESOLVED – that the Partnerships Scrutiny Committee support:-</p> <p>(a) the proposal of Conwy and Denbighshire continuing with their joint arrangement and merge to become the Conwy and Denbighshire Public Services Board under the Wellbeing of Future Generations (Wales) Act (subject to proposals continuing for Conwy and Denbighshire to merge under a future local government reorganisation);</p> <p>(b) the proposal of Conwy and Denbighshire having a single Well-being Plan for both counties;</p> <p>(c) working towards a target publication date of November 2017 for the joint Conwy and Denbighshire Wellbeing Plan; and</p> <p>(d) the continuation of the existing scrutiny arrangements for the LSB/PSB and, subject to a decision on local government reorganisation, to introduce Joint Informal Arrangements as outlined in Option 4 of Appendix 2 from May 2017.</p>	Lead Member and officers advised of the Committee's recommendation
	6. Denbighshire CCTV Update	<p>RESOLVED – that subject to the above observations to:-</p> <p>(a) receive the report and support the work done by officers in delivering the identified savings and developing a new partnership model for CCTV provision starting on 1 April 2016; and</p> <p>(b) request that a further report be submitted in six</p>	

		<i>months' time detailing the governance arrangements for the CCTV partnership, outlining the partnership's effectiveness in delivering the service and the impact it was having on crime in the area it served.</i>	The requested report has been scheduled into the work programme for presentation to the Committee at its meeting on 24 November 2016 (see Appendix 1)
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