



Gwasanaeth Democraidd
Democratic Service
Swyddfa'r Cyngor
CAERNARFON
Gwynedd
LL55 1SH

Cyfarfod / Meeting

PWYLLGOR CRAFFU GWASANAETHAU
SERVICES SCRUTINY COMMITTEE

Dyddiad ac Amser / Date and Time

10.00 a.m. DYDD IAU, 21 CHWEFROR 2013
10.00 a.m. THURSDAY, 21 FEBRUARY 2013

Lleoliad / Location

Siambr Arfon
Swyddfa Ardal Arfon
Penrallt
CAERNARFON
Nodwch y lleoliad, o.g.y.dd. / Please note the venue

Pwynt Cyswllt / Contact Point

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Dosbarthwyd: 14.02.13

**PWYLLGOR CRAFFU GWASANAETHAU
SERVICES SCRUTINY COMMITTEE**

AELODAETH / MEMBERSHIP (18)

Plaid Cymru (9)

Y Cynghorwyr / Councillors

Huw Edwards
Chris Hughes
Linda Ann Wyn Jones
Dyfrig Siencyn

Alan Jones Evans
Elin W. Jones
Liz Saville Roberts
Ann Williams

Hefin Williams

Annibynnol / Independent (5)

Y Cynghorwyr / Councillors

Eryl Jones-Williams
Dewi Owen

Beth Lawton
Eirwyn Williams

Elfed Williams

Llais Gwynedd (3)

Alwyn Gruffydd

Llywarch Bowen Jones

Peter Read

Llafur / Labour (1)

Y Cynghorydd / Councillor Sion Wyn Jones

Aelodau Ex-officio / Ex-officio Members

Cadeirydd ac Is-Gadeirydd y Cyngor / Chairman and Vice-Chairman of the Council – Y Cynghorwyr / Councillors Selwyn Griffiths a / and Huw Edwards

**AELODAU CYFETHOLEDIG / CO-OPTED MEMBERS:
Hefo pleidlais ar faterion addysg yn unig /
With a vote on education matters only**

Y Parchedig / Reverend Robert Townsend
Yr Eglwys yng Nghymru / The Church in Wales

Mrs Rita Price
Yr Eglwys Gatholig / The Catholic Church

Mr Dylan Davies
Cynrychiolydd Rhieni Llywodraethwyr Meirionnydd /
Representative for Meirionnydd Parent Governors

Mr John Fraser Williams
Cynrychiolydd Rhieni Llywodraethwyr Arfon /
Representative for Arfon Parent Governors

Ms Rhian Roberts
Cynrychiolydd Rhieni Llywodraethwyr Dwyfor /
Representative for Dwyfor Parent Governors

A G E N D A

1. APOLOGIES

To receive apologies for absence.

2. DECLARATION OF PERSONAL INTEREST

To receive any declaration of personal interest.

3. URGENT BUSINESS

To note any items that are a matter of urgency in the view of the Chairman for consideration.

4. MINUTES

The Chairman shall propose that the minutes of the meeting of this Committee held on 10 January 2013, be signed as a true copy.

(Copy enclosed – Cream paper)

5. GWYNEDD COUNCIL'S RESPONSE TO THE PEMBROKESHIRE JOINT INSPECTORATES' REVIEW REPORT

Cabinet members: Cllr. Sian Gwenllian / R H Wyn Williams

To consider a joint report by the Corporate Director (ITJ) and the Statutory Director for Social Services on the above.

(Copy enclosed – White Paper)

6. ANNUAL WORK PROGRAMME

To submit the latest version of the work programme.

(Copy enclosed – Yellow paper)

SERVICES SCRUTINY COMMITTEE

10.01.13

Present:

Councillor Dyfrig Siencyn – Chairman
Councillor Peter Read - Vice-chairman

Councillors: Huw Edwards, Christopher Hughes, Elin Walker Jones, Linda Ann Wyn Jones, Llywarch Bowen Jones, Siôn Wyn Jones, Eryl Jones-Williams, Beth Lawton, Dewi Owen, Liz Saville Roberts, Ann Williams, Eirwyn Williams, Elfed Wyn Williams and R. Hefin Williams.

Co-opted Members (with a vote on education issues only): Mr Dylan Davies, Parent Governors' Representative, Meirionnydd

Officers: Ann Lloyd Jones (Senior Manager Adult Services), Dafydd Bulman (Gwynedd Telecare Development Manager), Stephen Barnard (Human Resources and Organisational Development Manager), Vera Jones (Democratic Services Manager), Gareth James (Members Support and Scrutiny Manager) and Glynda O'Brien (Members Scrutiny Support Officer).

Apologies: Councillors Alwyn Gruffydd, Alan Jones Evans and Selwyn Griffiths (ex-officio Member), R H Wyn Williams (Cabinet Member - Care), Paul Thomas (Cabinet Member - Gwynedd Iach), Rev Robert Townsend (Church in Wales), Mrs Rita Price (Catholic Church), Mrs Rhian Roberts (Parent Governors Representative - Dwyfor), Morwena Edwards (Head of Social Services, Housing and Leisure).

1. WELCOME

The Chairman noted that it was pleasing to welcome Councillors Huw Edwards and Peter Read to the meeting following a recent period of absence due to illness.

2. ATTENDANCE OF CABINET MEMBERS

(a) Before dealing with the scrutiny items, disappointment and discontent were expressed by Members of the Scrutiny Committee that Cabinet Members were not in attendance at the meeting to respond to the Committee's queries stemming from the scrutiny items. Members felt very disgruntled and this proved how worthless the Scrutiny Committees were in their view.

(b) In response, the Chairman explained that he was aware beforehand of the absence of relevant Cabinet Members and they had apologised personally to him as they could not attend due to other important commitments. Consequently, the Chairman had decided to proceed with the Scrutiny Committee despite the fact that Cabinet Members were not available.

(c) Committee Members stressed that in future it should be ensured that Cabinet Members did attend and that no other meetings / training were organised to conflict with the Scrutiny Committees.

Resolved: To request that the Democratic Services Manager informs the Managers/Heads to ensure that they do not organise meetings/training on Scrutiny Committees dates in future.

3. DECLARATION OF PERSONAL INTEREST

Councillor Eryl Jones Williams declared a personal interest in care issues as his wife received care and he would withdraw from the Chamber if matters regarding this interest were discussed.

4. MINUTES

The Chairman signed the minutes of the previous meeting of this committee held on 15 November 2012, as a true record.

5. FLEXIBLE WORKING

(a) A progress report was submitted on the next steps to be taken following the completion of the pilot project in Meirionnydd in October 2011.

(b) The Senior Adult Services Manager reported that the intention of the above scheme was to proceed with better joint working between Health Board staff and Council social workers and identify savings by reducing travel costs. Centres were established as part of the scheme within health buildings in Meirionnydd, namely the hospitals of Alltwen, Blaenau Ffestiniog and Tywyn and Surgeries at Bala and Barmouth. This meant more staff in the communities and as a result not as much space was required at the offices in Cae Penarlâg. This also meant that nurses could gain access to Council systems and receive accurate and swift information.

(c) Support was received from the Human Resources Department and the Human Resources Manager explained that the pilot scheme had been successful from the viewpoint of staff. There was no evidence in terms of financial savings in travelling costs, however, notional savings were anticipated in the maintenance costs of two offices in Meirionnydd, approximately £10,000 per annum. It was noted that the cost of establishing the service did not fall on the service but was funded centrally. However, there was evidence that a similar scheme had worked in other authorities with significant savings in terms of travelling costs. In corporate terms, the next step was to submit a report to the Cabinet for consideration to extend the scheme across the Council. The scheme would be funded from a central fund and approximately 200 posts that could be part of the scheme were identified and in turn this would create savings for the Council.

(ch) It was noted that the pilot scheme had expired in Meirionnydd and the practice had been accepted as a permanent arrangement. It was proposed in due course, to extend the scheme across Adult Services in the areas of Arfon and Dwyfor.

Members were given an opportunity to scrutinise the contents of the report and they highlighted the following points:

(i) In response to a query regarding the impact of the scheme's operation on clients, the Senior Adult Services Manager reported that generally people were happy with the scheme and there was no deterioration in service and it was felt that there was better cooperation between the workers.

(ii) Following the above query, it was noted that it would be beneficial for the Scrutiny Committee to receive a further report outlining the measure of the success of the scheme to users.

(iii) Concern was noted following a recent consultation of the service that approximately 76% of customers were unhappy when telephoning Social Services due to the lack of reply, unable to find files etc were noted and it was asked how this would have an impact on the above scheme. The Member was aware of individual examples where an assessment had been undertaken over the phone with a client and the client had not received any feedback. It was stressed that if staff work from home a procedure had to be in place to enable users to telephone them and that equipment was available to divert calls and save messages.

(iv) In response to the above, the Senior Adult Services Manager noted that it was necessary to update the telephone arrangements at Penrallt and also to re-consider the organisation of the Advice and Assessment Team who receive initial telephone calls, located at the Call Centre at Penrhyndeudraeth in order to take advantage of the technology there.

(v) In terms of costs to establish the flexible working scheme in the areas of Arfon and Dwyfor, at the moment it was not possible to be specific regarding the costs, however, the likelihood was that the costs would be similar to the system in Meirionnydd, and the savings would be more.

(vi) The importance that the scheme operated effectively was stressed and that it was not a means of wasting money.

(vii) In response to a query regarding assurance that an user could gain access to appropriate officers who work as part of the scheme. The Senior Adult Services Manager explained that workers who work from home had access to mobile phones. In addition, users could telephone the office in Dolgellau and leave messages with an arrangement that the messages were transferred to officers working from home.

(viii) It was suggested that the Cabinet Member – Care should be requested to submit a progress report regarding the above scheme to the Scrutiny Committee outlining the impact of the policies on service users.

(ix) In response, the Human Resources Manager explained that the intention was to submit a report to the Cabinet for approval to establish a corporate scheme to extend flexible working across all the Council's departments. Following this, the Scheme's operation would be prioritised with the scheme in the Arfon and Dwyfor area being part of those priorities.

(x) In the same manner, information was requested regarding the number of existing Social Services clients since the start of the Council, following the reorganisation of local government with the information to include:

- The open cases

- Permanent cases which receive an annual review
- Cases in residential/nursing homes

Resolved: (a) To accept and note the contents of the report together with the above observations.

(b) To request the Cabinet Member- Care submits a progress report to this Scrutiny Committee on the developments of the Flexible Working scheme to include the information outlined in (viii) and (ix) above in order that members are part of the process.

(c) To request that the Cabinet Member – Care provides a report to all the Members of the Scrutiny Committee outlining the information requested in (x) above.

6. ENABLEMENT SCHEME AND TELECARE CALLS

A report was presented as a response to several questions asked regarding the Enablement Scheme and Telecare Calls.

(A) Enablement Scheme

The Telecare Service Development Officer noted that 342 individuals received a period of enablement in Gwynedd during 2011/12 and a target of 425 individuals was set for 2012/13 and by the end of the 2nd quarter 232 individuals had been referred via the enablement arrangements. It was added that the service needed to undertake further work to understand the difference in the performance between areas, such as:

- The nature of the referrals
- The response to the cases
- Other factors, e.g. the support available in communities

He noted further that the Service had not asked users about their experiences and it was proposed to undertake this during the year. During 2011/12 a small number of complaints had been received, however, by the end of the 2nd quarter 2012/13 no further complaints had been received.

Members were given an opportunity to scrutinise the contents of the report regarding the above and they highlighted the following points:

(i) A lack of assessment of individuals who arrive home following treatment in Hospitals outside Gwynedd and consequently it appeared that the patients did not receive home care immediately having come home from hospital. The need for Health Boards such as Hywel Dda and Hospitals such as Broadgreen, Manchester to conduct assessments of the patients prior to sending them home in order that they receive the enablement scheme provision immediately having arrived home. The result is that Social Services have to undertake an assessment which means a reduction in the enablement scheme period.

In response, the Senior Adult Services Manager stated that the relationship between the Service and Hospitals outside the County was difficult and the Service would appreciate further discussions with the hospitals regarding how to solve the problem. The officer was of the opinion that a full assessment was not required prior to sending a patient home after treatment, and that some sort of service could be offered to them. She was of the view that the enablement period was an assessment period in itself to see where support can be offered. It was felt that assessments were valuable if they are undertaken in patients' homes. The importance of holding discussions between the Hospitals and Social Services to prevent patients from slipping through the net and consequently not receiving assessments before being sent home.

Stemming from the above, the Chairman noted the importance via the Scrutiny Committee to contact the Health Boards outside the county to express concern regarding the above and request how arrangements could be improved to alleviate problems outlined regarding the assessments of patients sent home from hospital.

(ii) In response to a query regarding who decides what is the period of enablement provision, the Senior Adult Services Manager explained that the Enablement Officer noted during the visit the tasks the patient required with the final decision being the responsibility of the Provider Unit regarding the hours provided.

(iii) In response to an enquiry regarding qualifications/training to carers, the Senior Developmental Manager (Provider Unit) stated that over 50% of the staff had been trained up to Level 2 NVQ and higher and additional training would be organised regarding the enablement scheme. In terms of bilingualism and the use of Welsh, it was noted that there was an expectation for staff to be bilingual, however, difficulties had been encountered in Meirionnydd to attract bilingual staff.

(iv) Stemming from the above response, several Members noted concern regarding the fact that patients did not receive visits from individuals who spoke Welsh considering the pressure there was on the service to try and keep individuals in their own communities and the sensitive and fragile nature of some patients. In addition, concern was expressed that the Council had no arrangements to shadow staff and up to 6 individuals could visit a patient and therefore there was no progression in the service they receive.

In response, the Senior Developmental Manager explained that the service did not have a shadowing procedure and it was noted that they had nearly 10,000 calls a week to undertake and unfortunately the resources did not stretch to offer shadowing arrangements. It was acknowledged that the arrangements meant that staff visited patients that had not been initially introduced to the family.

The Senior Adult Service Manager added that there was an agreement between the Service and external providers by Private Companies and it was expected that they trained staff in accordance with the expected standards.

(v) As a result of the lack of provision in the Welsh Language to service users in Meirionnydd, a Member expressed concern that the Council was failing in its principles as a County to provide a service through the medium of Welsh. Clarification was requested regarding what the Council did to promote the use of Welsh and attract bilingual staff into this field. The Member felt strongly that the use of Welsh should be reflected within the NVQ qualification and that the value of Welsh in the workplace should be discussed with Colleges providing training.

In response, the Senior Adult Service Manager noted that a strategy existed to develop the workforce which included the social care workforce. She was also aware that work was proceeding to look at how providers could be supported especially in the residential sector in order to attract more Welsh speakers.

A Member added that there were situations where patients, especially those suffering from dementia, could not speak English and it was asked what the arrangements were in such circumstances. It was stressed that some of the patients were vulnerable and were not willing to complain.

In response, the Senior Adult Services Manager explained that they had a brokerage arrangement to work out the patients' needs and generally they tried to provide a service for individuals in the language of their preference. However, there were cases where it was not possible to provide a Welsh Language service and a service from English speaking persons had to be depended upon and the only other option was to offer provision for the patient in a residential home whilst accepting that this would not be acceptable every time.

(vii) Stemming from the concerns highlighted by Members, it was suggested that a report should be received from the Cabinet Member to air the linguistic problem further in order to try and resolve this problem.

Resolved: (a) To accept and note the contents of the report.

(b) To request the Senior Adult Services Manager contacts the Health boards outside Gwynedd to express the concern of this Scrutiny Committee regarding the relationship between Hospitals and Social Services and how arrangements to receive patients' assessments for those sent home from hospital can be improved and the need for provision of the enablement scheme.

(c) To request the Cabinet Member submits a comprehensive report regarding training and use of the Welsh Language by the social care workforce.

(B) Telecare Scheme

In the context of the Telecare scheme, the Members highlighted the following points:

(i) Officers were questioned regarding the cost of the above scheme for users and the fact that many pensioners could not afford this service and shouldn't they therefore receive the service free of charge. In response, regarding the cost of the scheme to users, the Telecare Service Development Manager explained that it cost £3.20 per week and in light of the fact that the appliances were fairly expensive it was felt that it was fair to ask users to contribute to the cost. The charging policy for this service was part of the service business plan and the view was that it would be reasonable to charge for use. However, as a matter of order any individual was free to submit an appeal to the service regarding payment if they so wished.

(ii) Concern that the Betsi Cadwaladr University Health Board took advantage of schemes such as the above to send clients home from hospital earlier in order to

make savings. An application should be made to the Health Board for a contribution towards the costs of the scheme.

- (iii) That the system should be checked regarding the list of those individuals who had stated that they were willing to act as responders to any calls from users of telecare appliances, as more often than not they tended to be elderly themselves and were not able to respond to any emergency.

In response, the Senior Adult Services Manager explained that whilst accepting the need to look into the suitability of responders, it was the individuals that chose the responders and their tendency was to choose members of the family, who may be elderly themselves.

- (iv) In response to a query regarding expanding the Lleu Unit operated in Penygroes, the Senior Adult Services Manager explained that she had not received full feedback yet, however, she was confident that there would be more specific information available in approximately six months and it would be necessary to consider where similar units could be located in other areas. It was noted that approximately 50% of the individuals who had already attended the Unit had gone back home with a care package or were independent. She added that the users merited up to 6 weeks service free of charge.
- (v) A Member was concerned that if the provision of Units such as that operated at Penygroes was expanded then there would be an opportunity for the Betsi Cadwaladr University Health Board to refer to the service as a social service and was concerned that if it was expanded to the Blaenau Ffestiniog area that it would be an opportunity for the Health Board to close the Hospital.

Resolved: To accept and note the above.

7. PDA DEVICES

A report was presented by the Cabinet Member – Gwynedd Iach in response to a question on how effective the Community Care Workers PDA devices were across the county.

(a) The Senior Developmental Manager reported that approximately 46% of Community Care Service staff used mobile devices and they were effective and very valuable. The devices are used in order to receive information in relation to service users' care plans and also to monitor the start and finish time of visits..

(b) It was explained that the devices were connected to the Vodafone network provider and in general there were no problems with signal strength, however, it was understood that they did not work everywhere across the County. The Department worked continuously with the company that provides the software in order to seek ways to overcome the shortcomings, however, the solutions were limited without gaining access to a better mobile signal across Gwynedd.

During the ensuing discussion, the following points were highlighted by individual members:

- (i) The Senior Development Manager was asked for figures of the cost of ordering these devices as well as how much savings had been achieved as a result of their use.
- (ii) Disappointment was expressed especially as it was not possible to resolve the problem of receiving a signal to the PDAs across the whole of Gwynedd, and as a result areas in Meirionnydd were losing out.
- (iii) When will these equipment be updated for some more modern ones.

Resolved: (a) To accept and note the contents of the written response by the Cabinet Member.

(b) To request that the Senior Development Manager provides a formal answer to Memers in the context of (i) to (iii) above.

8. ANNUAL WORK PROGRAMME

(a) The latest version of this Scrutiny Committee's work programme was submitted.

(b) The Chairman reported that an application had been received to convene the Scrutiny Investigation Working Group on Education Quality on 22 January 2013 to discuss a summary of the Authority's Self-Assessment of the Education Authority for an ESTYN survey that will take place during the week 11 March 2013, and to offer opening observations to the Education Service. The Scrutiny Committee was asked if they were happy for the working group to act in this way adding that there was an opportunity for all the Members of the Scrutiny Committee to receive a copy of the Self-Assessment if they wished and to offer comments and refer directly to the Education Service.

(c) The Chairman reported that he had recently attended a useful and informative meeting of the Education Scrutiny Chairs Network in Wales. One of the items raised at that meeting was Safeguarding Children /Adults and linked to this the need was discussed and stressed for Councils, as Scrutineers, to discuss and respond to the review of the Joint Inspections of interagency practices and arrangements to safeguard and protect children stemming from the case in Pembrokeshire. The Chairman was of the view that it would be appropriate for this Scrutiny Committee to receive details of the above investigation and to discuss it further at the next Committee preparatory meeting to be held on 17 January 2013.

(ch) A request was made for the Cabinet Member - Care for information regarding the developments of the Betsi Cadwaladr University Health Board consultation plans.

(d) In response to a query by a Member regarding a report on safety when dealing with asbestos in Council buildings, the Members' Support and Scrutiny Manager noted that the Corporate Scrutiny Committee dealt with such matters as part of their scrutiny investigation.

Resolved: (a) Approve:

- (i) For the Scrutiny Investigation Working Group into the Quality of Education to consider and discuss a summary of the Education Authority's Self-Evaluation on 22 January 2013.**

- (ii) That all the members of this Scrutiny Committee receive a copy of the Self-Evaluation giving them an opportunity to refer any individual observations if they wish directly to the Education Service.**

(b) To request that the Cabinet Member – Care submits background information regarding developments of the Betsi Cadwaladr University Health Board consultation plans to the next preparatory meeting of this Scrutiny Committee to be held on 17 January 2013.

The meeting commenced at 10.00am and concluded at 12.20pm.

NAME OF SCRUTINY COMMITTEE	Services Scrutiny Committee
DATE	21 February 2013
TITLE	Gwynedd Council's Response to the Pembrokeshire Joint Inspectorates' Review Report
AUTHOR(S)	Iwan T. Jones, Corporate Director Morwena Edwards, Statutory Director of Social Services

I. PURPOSE OF THE REPORT

- 1.1. This report summarises the main developments within Gwynedd Council in responding to the report of the joint inspectorates' review of child protection in Pembrokeshire and responds to specific points at the request of the Scrutiny Committee.

2. BACKGROUND

- 2.1. In August 2011 a report was published jointly by Estyn and the Care and Social Services Inspectorate Wales in relation to child safety arrangements in Pembrokeshire.
- 2.2. Inspectors expressed concern about the corporate response to the allegations of professional abuse and the arrangements for safeguarding children within the Pembrokeshire Council Education Services.
- 2.3. This resulted in intervention by the Assembly Government. In addition, a letter was sent jointly by the Minister for Education and Skills and the Deputy Minister for Children and Social Services to the Leader of every Council calling for a review of arrangements to manage allegations of professional abuse within every Local Authority. Every Authority was also asked to ensure that procedures were in place to ensure that all staff who work with children and young people are CRB checked.
- 2.4. The key main messages raised in the Joint Inspectorates' review of arrangements in **Pembrokeshire** were as follows:
- A lack of supervision by elected members and officers, on the highest level within the authority, of the management and treatment of cases of alleged professional abuse in the education services;
 - That the lack of strategic leadership and governance in relation to safeguarding and protecting children reflected specific failings within the culture of the authority as a whole;
 - An over-dependency on informal briefing sessions;
 - A lack of effective quality assurance systems;
 - Very little evidence of the rights-based approach of safeguarding children in education services;
 - The absence of a clear audit trail [keeping records] of making decisions and reporting on all levels across the system in the authority was a prominent feature of the investigation. Nobody had a clear overview of safeguarding and child protection matters in the education service;
 - Major cases of professional abuse had not been subject to scrutiny and challenging through the usual channels;
 - There was an absence of risk assessments of individuals who could have posed a risk of significant harm to children;
 - Rough treatment and inappropriate use of suspension and behaviour management techniques had been a prominent feature in a number of cases investigated;

- Some staff working with children did not have the required CRB or written references in place;
- The monitoring of Service Level Agreements was not adequately robust;
- Level 1 [basic introductory safeguarding training] was not adequate/commensurate with the additional levels of some staff members' additional safeguarding responsibility [e.g. a designated school governor, elected members, designated managers].

2.5. In December 2012 [17/12/12] Estyn and the Wales Audit Office published the 'Report of the quality of local authority education services for children and young people in Pembrokeshire Council'. It judges the education services as unsatisfactory because:

- performance in primary schools does not compare well with the performance of similar schools in other authorities across Wales;
- too many primary schools in the lower half compared with similar schools on the free school meals benchmarks;
- the authority's arrangements for supporting and challenging schools are not thorough enough;
- **the authority has not made adequate progress in the management and government of safeguarding by incorporating the changes that officers and elected members have done to practices to provide adequate assurance that the necessary improvements have been delivered;** and
- that the authority has not responded with enough speed to the increasing level of empty spaces in the secondary sector.

2.6. Specifically in terms of promoting welfare and safeguarding children, it is further judged that:

- despite a comprehensive action plan to respond to significant concerns about the quality of safeguarding, the authority has **spent too much time taking restorative steps to deal with the deficiencies noted in inspection reports, without getting to grips with the cultural issues** [i.e. lack of leadership/lack of scrutiny of quality/roles and responsibilities of senior manager unclear/lack of effective challenging/over-dependency on informal briefing sessions etc.] which had resulted in the unsatisfactory judgement in the reports in the first place;
- despite the improvements in safeguarding noted by the authority in its self-evaluation and by the inspectorates, the local authority has given **itself too positive a judgement** – namely that it had improved significantly;
- **the authority focused too much on fulfilling tasks [within the reporting system] without analysing the impact of changes in practice on service level** and without noting improvements in knowledge, attitudes or competencies of teachers and officers when dealing with managing safeguarding well enough. This has been a weakness which has prevented progress in this field.

2.7. **Estyn judged that the authority fell into the category of needing special measures.**

3. THE COUNCIL'S RESPONSE

3.1. As part of the response to the Ministers' letter, a Strategic Panel – Safety of Children and Young People was established within the Council, with members including the Lead Member for Children and Young People (Cllr. Sian Gwenllian) and the Cabinet Member for Social Services (Cllr. R. H. Wyn Williams). Other members of the Panel are the Corporate Director (Iwan T. Jones), Statutory Director for Social Services (Morwena Edwards), Head of Human Resources Department, Head of Democracy and Legal Department and Head of Education Department.

- 3.2. The Panel had a key role in order to ensure that clear corporate arrangements were in place to implement the recommendations of the Pembrokeshire report.
- 3.3. To that end, an Independent Adviser was commissioned in order to implement the project plan and to ensure that clarity existed regarding the way in which the Authority would respond to the recommendations.
- 3.4. In order to co-ordinate necessary actions, along with resolving responsibility for operational matters arising from the Project Plan, a Project Group has been established with members including Senior Managers and Managers from the relevant Services. The Chairman of the Project Group is Geraint Owen, Senior Manager – Human Resources. The Project Group will be accountable for its work to the Strategic Panel and will regularly submit reports regarding the progress against the Project Plan to the Strategic Panel.
- 3.5. Given the impact of the recent changes in guidance/legislation and the conclusions of the scoping exercise, **six zones or work streams [Management Sub-plans]** are prioritised as follows:
1. **That Children and Young People are protected from professional abuse and harm through a safe and well trained workforce.**

Significant progress: e.g. Audit of all cases/referrals of professional abuse completed. Full report with recommendations before the next Strategic Panel.
 2. **That Children and Young People are protected from professional abuse and harm through corporate governance and clear and transparent reporting arrangements.**

Significant progress: e.g. reporting arrangements to the Gwynedd and Môn Local Safeguarding Children Board confirmed. Clear corporate reporting arrangements in place when dealing with and managing allegations of professional abuse through the Strategic Panel to the Cabinet. The Panel's Terms of Reference in place.
 3. **Staff who continue to work with children and young people do so in compliance with statutory requirements and Gwynedd Council policy [i.e. in compliance with CRB and appropriate references in place];**

Significant progress but within the context of a low starting point/historic base. Situation statement completed. 20% of relevant staff without CRB. 64% of relevant staff without two references. Obvious concern remains but restorative plans in place. Additional resource supporting the process. Need to confirm the Council's policies in light of new legislation/guidance.
 4. **Staff and managers who work with children and young people are supported in their continuous professional development through safeguarding training on a level suitable to their role and responsibilities.**

Significant progress. Very significant number of relevant training courses commissioned.
 5. **Robust contractual arrangements in place where Gwynedd Council commissions or regulates work with children and young people from other agencies/bodies.**

Some services completing an audit. A request to commission an audit to monitor contracts within the work programme of Audit and Risk service. Submit the Output Report of the audit to the Audit Committee. Need to consider additional capacity in relation to ensuring

the quality of residential provision by external bodies. Social Services developing a business case.

6. An effective and integrated corporate database recording all staff employed by Gwynedd Council who work with children and young people.

Debatable Matters. Need to strike a balance between human rights/freedom act and maintaining a safe workforce. A brief and schedule agreed upon. Specific Task Group steering the work. To include a record of allegations against Council staff.

- 3.6. The general responsibility of operational management and implementing the Project Plan and its Management Sub-plans remains with the Heads of Service and senior managers across the council's services who have been co-opted onto the Project Group.
- 3.7. See **Appendix 1** namely all the action points within the Project Plan with progress status [RAG method is used]. The progress status of the action points have been agreed by the Strategic Panel [18/1/13]. Need to note in particular the final part of the progress status appendix, namely: 'Managing Change – Measuring the Impact of the Project Plan'. This final chapter strengthens the response and satisfies the main key issues from the Estyn and Wales Audit Office Inspectorate Report [published December 2012].
- 3.8. See **Appendix 2** namely 'Terms of Reference' of the Strategic Panel.

4. ISSUES/SPECIFIC QUESTIONS

4.1. The Project Plan addressing the main points of the Inspection by the Wales Audit Office and Estyn

Under the supervision and leadership of the Strategic Panel, the Strategic Panel and the work of the Project Group has certainly reinforced Gwynedd Council's response to the main key issues. Significant progress has been seen – but the low starting point, especially in relation to CRB checks and ensuring that references were in place, must be acknowledged.

Evidence of qualitative analysis i.e. measuring the impact of the work programme was a core part of the Project Plan. Services developing a 'health and safety' audit to measure the impact of the recent changes on service practices. Also, the Strategic Panel has certainly reinforced the incentive of lead members to challenge reports from officers and strengthen corporate reporting arrangements.

Establishing the Safety Strategic Panel and the Project Group is certainly a major step forward in order to co-ordinate safety matters across the Council.

As you know, the Statutory Director of Social Services has final and indivisible responsibility for protection matters. These arrangements will also try to support the Director to fully address the need to ensure that effective local arrangements are in place.

4.2. Monitoring and challenging all schools and using the full range of powers available to the authority to improve leadership and management in underperforming schools [Recommendation 3 of the Pembrokeshire Inspection]

In terms of safeguarding children, the Education Department has prioritised a comprehensive training programme for Head teachers, Teachers with designated responsibility for child protection and designated governors [Level2], updating the Education Policy – Safeguarding Children, updating the policy on 'Use of Suspension and Time Out' [with a training programme to follow] and securing adequate resources to identify and process CRB checks and ensuring that two references are in place. Have used powers to insist upon individual risk assessments [where no references are in

place] and announced a clear statement with an element of enforcement [via an individual letter] of the need to complete a CRB application form urgently.

4.3. Are there lessons to be learnt from the Pembrokeshire Inspection?

The lessons to be learnt are reflected in the six zones or work streams [see 3.5 above]. Care must continue to be taken not to be too generous in self-evaluations, or to focus too much on reporting on the tasks fulfilled without measuring the impact and ensuring an open and transparent corporate working culture which welcomes the challenging and scrutiny of standards.

4.4. Within the last four years, has the Education Department checked the CRB forms of every member of staff dealing with children, as well as governors?

Of the jobs identified with the need for a CRB check to date [Schools] all the forms have been received by the Education Department [with the exception of four members of staff not currently at work – two suspended and two on long-term sickness absence]. However, literally hundreds of these forms are currently being processed by the Disclosure and Barring Service [based in Liverpool].

To date, the response from governors has not been as good. Not all governors have submitted their forms. The Education Department is following restorative arrangements.

4.5. Within the last four years, has the Education Department checked the references of Head teachers and teachers and all staff dealing with children?

Education Department has been working on this matter since January 2013. Significant progress. Where no references are in place, a risk assessment form has been completed. An analysis with full assurances of the numbers is not yet available – references continue to reach the Education Department.

4.6. What are the arrangements regarding CRB checks for Year 10 pupils when attending work experience?

All employers/locations offering extended work experience to Year 10 + learners are checked through the Service Level Agreement with Careers Wales on behalf of Gwynedd and Anglesey. This includes CRBs.

4.7. What are the proposed changes in April in relation to CRB checks?

The most fundamental change will be the creation of a 'Safe Workforce' central data-base. The data-base will contain all staff working with children and vulnerable adults within the Council [i.e. who require CRB checks]. It will create a reminder for relevant managers to update CRBs [every three years] and will also be a record of allegations of professional abuse [where a Strategy Meeting, Part 4 of the All Wales Child Protection Guidelines is held]. This will clearly have restricted access. Human Resources will lead. At present, the system's 'brief/operational specification' is subject to external legal advice.

For the first time, the Gwynedd Council 'Safe Workforce' data-base will offer a comprehensive overview of staff working with children and vulnerable adults within the Council and of allegations of professional abuse [with the outcome of any investigation].

5. RECOMMENDATIONS

- 5.1. To approve the direction of the work to date in responding to the Inspectors' report into child safety in Pembrokeshire.

ITJ/EWJ/lis
13.02.13

Project Management Plan: Response to Pembrokeshire Joint Inspection Report**Progress Status: January 2013****Status Key:****Red – Requires remedial action.****Orange – Progress with some delay.****Green – On the right track.****Blue – Completed.**❖ **Priority indicator.****1. Robust multi agency arrangements are in place for the handling and management of allegations into professional abuse.**

Action	Who [Lead Responsibility]	When	Comments	Result	Status
a] Review and implementation of revised guidance: use of restraint and 'time out'.	Delyth Molyneux	March 2013	Need to ensure Cyngor Gwynedd's behaviour management policies are understood and endorsed. Adopted by Schooled Boards of Governors.	Children with additional needs safeguarded.	
b] Implementation of [1a] above supported by training of relevant staff	Delyth Molyneux	April 2013	Programme in place. To prioritise Pupil Referral Units [Bryn Ffynon and Llwybrau Ni Units] and Special Schools [Hafod Lon and Pendarar].	Good practice implemented	
c] Undertake audit of all individual cases /referrals of professional abuse during last six months. Focus upon: Timeliness of	Marian Parry Hughes	January 2013	To include in Audit Programme : Children's Services	Aware of arrangements. Continuous learning. In a position to take remedial action if necessary.	❖

referrals Attendance at Part 4 Strategy Meetings Recording and Communication of outcome. Assessment of Risk- Individuals Voice of the Child Identification of Trends					
ch] Introduce and complete 'Monitoring Forms - Part 4 Strategy Meetings'	Marian Parry Hughes	January 2013		Overview of outcomes in place - over time.	

2. Clear reporting arrangements in the handling and management of allegations into professional abuse to the Chief Executive, portfolio leads, Cabinet and LSCB.

Action	Who [Lead Responsibility]	When	Comments	Result	Status
a] All individual allegations of professional abuse reported to the LSCB	Marian Parry Hughes	October 2012	LSCB decision made to receive information upon – number of allegations, which profession and outcome of the process with reporting on issues of concern in relation to delay or deficiency in practice. To include in Child Protection Co- Ordinators Quarterly Report. No wish to create a separate Professional Abuse Sub	Clear reporting arrangements to the LSCB in the management of allegations of professional abuse.	

			Group Evidence of scrutiny /quality assurance?		
b] Quarterly Report summarizing handling and management of allegations of professional abuse to the Strategy Panel.	Marian Parry Hughes	April 2013	Informal briefings not sufficient. Will be anonymous information. Report will include timeliness of referrals, attendance at Part 4 Strategy Meetings, recording and communication of outcome, assessment of risk- individuals, voice of the child, and identification of trends. Focus upon scrutiny and quality assurance.	Clear reporting arrangements to the portfolio leads in the management of allegations of professional abuse	
c] Copy of Quarterly Report [2b above] to relevant Heads of Service	Marian Parry Hughes	January 2013		Clear reporting arrangements to Heads of Service in the management of allegations of professional abuse.	
ch] Project Strategy Panel to confirm corporate reporting arrangements	Members of Strategy Panel	6 th Nov 2012	Terms of Reference confirmed. Needs further consideration if to extend Terms of Reference to include all matters relating to safeguarding children.	Clear corporate reporting arrangements in the management of allegations of professional abuse.	❖

3. Staff who continue to work with children and young people do so in compliance with statutory requirements and Cyngor Gwynedd policy [i.e. are CRB compliant with appropriate references in place].

Action	Who [Lead Responsibility]	When	Comments	Result	Status
a] Review and up date Council policy in the light of recent amendments by Home Office/CRB and Implementation of Protection of Freedoms Act 2012	Geraint Owen	January 2013	Will define which posts require either a Standard or Enhanced CRB. How often CRB check required depends upon sector guidance and standards. The norm is every 3 years for posts in a regulated activity. Suggest every 4 years for School Governors given appointments cycle.	Council consistently compliant with current statutory requirements and recognised standards.	❖
b] Council policy distributed and managers/administrators/CRB signatories supported through 'corporate awareness raising workshops'	Geraint Owen	March 2013	'Awareness raising workshops' programme in place. Sessions to take place on 29/1/13 and 31/1/13	Support for managers in place to ensure compliance with statutory requirements and recognised standards.	
c] To ensure CRB check arrangements are undertaken	Owen Owens Marian Parry Hughes Gwenno Williams Catrin Thomas Geraint Owen Mari Powell-Jones [Relevant Managers]	Dec 2013		Council maintains / supports a safe workforce	❖
ch] To ensure that CRB check arrangements	Geraint Owen. Mari Powell-Jones.	April 2013	Additional resources in place.	Council maintains a safe workforce	

are renewed every three years.			Purpose/policy agreed		
d) To ensure two references are in place [character and professional]	Owen Owens Marian Parry Hughes Gwenno Williams Catrin Thomas Geraint Owen Mari Powell-Jones [Relevant Managers]	March 2013	Focus upon nature of post rather than historical date of appointment	Council maintains / supports a safe workforce	
dd) Each service area to conduct an audit of 'gaps' within their workforce in relation to posts currently held that require CRB and references in place -- but none recorded.	Owen Owens Marian Parry Hughes Gwenno Williams Catrin Thomas Geraint Owen Mari Powell-Jones [Relevant Managers]	Dec 2012	Some services [e.g. Education Dept, Youth Service, Care Provision] have already undertaken a major review/audit of their position and have plans in place to take remedial action. Services who have not undertaken such an audit need to clarify with Human Resources responsibility and capacity to complete such a review.	Council maintains / supports a safe workforce. Services aware of 'gaps' and Response Action Plan in place	
e) Application of Cyngor Gwynedd's safe recruitment policies to be audited through attendance of Human Resources personnel at random sample of Interview Panels over a 6 month period.	Geraint Owen	March 2013	Human Resources are responsible for the order and administration of the appointments process. Human Resources staff do not attend interviews. Evidence of consistent	Council maintains / supports safe recruitment with evidence of compliance with statutory requirements.	

			application of safe recruitment processes required/content of interviews/panel membership etc		
f] To ensure Cyngor Gwynedd's policies are compliant with All Wales Child Protection Procedures in so far as they relate to management and handling of allegations of professional abuse.	Geraint Owen Llyr Bryn Roberts Ian Roberts	Feb 2012	To include consideration of referral to Vetting and Barring Scheme [Independent Safeguarding Authority]. Use of Individual risk assessments. Raise awareness of essential action required during investigation [suspension, re-location, communication, recording etc]	Council maintains / supports a safe workforce and protects children from professional abuse.	
ff] To ensure use of individual risk assessments-professional abuse	Delyth Molyneux Gwenno Williams Catrin Thomas Geraint Owen Marian Parry Hughes Mari Powell Jones	March 2013	Some managers note lack of confidence to complete individual risk assessments of alleged offenders of professional abuse. Related to [3f] above. Develop/amend template.	Managers completing individual risk assessments [professional abuse] – risk of significant harm to children.	

4. Staff and managers who work with children and young people are supported in their continued professional development through safeguarding training at a level appropriate to their role and responsibilities.

Action	Who [Lead Responsibility]	When	Comments	Result	Status
a] All staff who work with children and	Carey Cartwright [planning].	March 2013	Includes School Governors. Considerable	Children's workforce undertaking	

<p>young people should undertake basic safeguarding awareness training [Level 1] as part of their induction [through Corporate Training Matrix]. Also made available to current staff as 'refresher training' every 5 years.</p>	<p>Llyr Bryn Roberts [contents]</p>		<p>progress has been made in the roll-out of basic safeguarding awareness training. However some gaps remain. At this level use of e – learning [e.g. Edu – Care] may be sufficient. Need to consider whether completion/attendance at such training is mandatory..</p>	<p>safeguarding awareness training. Recognise the need to refer/how to respond in individual cases. Included in Cyngor Gwynedd corporate training matrix.</p>	
<p>b) All staff and managers with added safeguarding responsibilities are supported in their professional development through Level 2 training.</p>	<p>Delyth Molyneux Owen Owens Gwenno Williams</p>	<p>Training programme in place March 2013</p>	<p>Includes Designated School Governor responsible for Child Protection and Designated Officers / Managers responsible for oversight of child protection within their organization. Some Level 2 Training has taken place [e.g. Youth Service]. However-significant gaps remain. For definition of content of Level 1 and Level 2 Training see 'Continued Professional Development' Doc issued and endorsed by LSCB.</p>	<p>Designated managers with additional safeguarding responsibilities undertaking Level 2 training. Recognise need to refer/how to respond to individual cases.</p>	

c] All managers with specific responsibilities for handling and management of allegations of professional abuse are supported in their continued professional development through Level 3 training	Ian Roberts	Dec 2013	To commission through the LSCB. Level 1 and 2 Training may not specifically and in detail address professional abuse. Bespoke Level 3 Training required with focus upon handling and management of professional abuse. Those attending would need to have completed Level 1 and Level 2 Training.	Designated managers with additional and specific responsibilities for dealing with and managing allegations of professional abuse undertake Level 3 training.	
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5. Robust contractual arrangements are in place where Cyngor Gwynedd commissions or regulates work with children and young people from other agencies/bodies.

Action	Who [Lead Responsibility]	When	Comments	Result	Status
a] Direct evidence required from agencies/bodies that safe recruitment, appropriate safeguarding training and CRB compliance in place.	Owen Owens Senior Children's Partnerships Manager [Relevant Managers]	March 2013	Considerable progress has been made in ensuring that Service Level Agreements are in place. However – simple paper renewal of contract not sufficiently robust. Evidence required on a 'need to know' basis e.g. sample of CRB certificates,	Effective procurement arrangements. Evidence of compliance with current statutory requirements and recognized standards from outside bodies.	

			content and number/date attending safeguarding training. Emphasis on contract monitoring. Now part of the Internal Audit Unit's work programme		
b] Confirmation required of name of designated manager responsible for safeguarding within outside agencies /bodies commissioned.	Owen Owens Morwena Edwards Senior Children's Partnerships Manager [Relevant Managers].	March 2013	Ensures clear line of accountability. Part of the Internal Audit Unit's work programme.	Evidence of compliance with current statutory requirements and recognized standards from outside bodies. Robust contract monitoring arrangements	
c] To collate evidence focused upon quality of residential provision by outside agencies/bodies /private agencies to children with additional needs.	Marian Parry Hughes Aled Gibbard. Delyth Molyneux Owen Owens	June 2013	High cost placements. Link to North Wales Commissioning Hub. Includes scrutiny of Inspection Reports, collation of information from Independent Reviewing Officers / statementing process where appropriate. Placement visit to scrutinize contract compliance – particularly in relation to use of behaviour management techniques. Capacity to complete?	Evidence of compliance with current statutory requirements and recognized standards from outside bodies. Robust contract monitoring arrangements- children with additional and complex needs.	

			Commission external capacity?		
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6. Effective and integrated corporate data base which records all staff employed by Cyngor Gwynedd and working with children and young people.

Action	Who [Lead Responsibility]	When	Comments	Result	Status
a] Review and adapt 'System Swyddi' to include all staff who work with children and young people and require a CRB check.	Mari Powell-Jones	March 2013	Complete overview of relevant details of all staff employed by Cyngor Gwynedd and working with children and young people [and vulnerable adults] required through corporate and central data base. Consistent approach required for all staff. Clearly a major undertaking – subject to separate though linked 'Project Plan'. Strategic approval required. Resource implications? May require additional resource or realignment of current capacity to ensure long term integrity of the system.	Corporate data base providing full overview of all staff employed by Cyngor Gwynedd working with children and young people	
b] Identify and list relevant	Geraint Owen	January 2013	Need to be compliant with	Corporate data base providing full	❖

posts that require a CRB check			new guidance/definition for CRB's [see 3a above]. Departments to confirm relevant post holders.	overview of all staff employed by Cyngor Gwynedd working with children and young people.	
c] Develop data base to include 'fields' for CRB - reminders for renewal, references, allegations of professional abuse and outcome, referral to Vetting and Barring Scheme	Geraint Owen	March 2013	Some fields will require restricted access. Legal advice required.	Full overview of professional abuse all staff employed by the Council working with children and young people. Reminder of the need to renew CRB to managers.	
ch] Pilot testing/Identify Gaps	Alwyn E. Jones Geraint Owen	April-June 2013	Need to identify and confirm council services subject to pilot.	Effective and efficient data base.	
d] Implementation	Alwyn E. Jones Geraint Owen	Dec 2013	Subject to review and result of pilot exercise.	Data base operational.	

Change Management – Measure the Effect of the Project Plan

Action	Who [Lead Responsibility]	When	Comments	Result	Status
a] Annual audit programme / Information Hub has been established within services to analyse the effects of the changes [above] to normal on service level.	Delyth Molyneux. Owen Owens. Catrin Thomas. Geraint Owen. Gwenno Williams.	March 2013	Audit to include improvements in information on staff and officer attitude and competence in dealing and safeguard managing of children and young people. Need for an element of external challenge, participation / opinion of	Council maintains / supports a safe workforce and protects children from professional abuse through a workforce that prioritise continued learning, recognises gaps and measures the effects of remedial action.	

			children and young people, peer evaluation, safety 'health check'.		
b] Implementation Plan in place following audit of all individual cases / referrals of professional abuse during the last 12 months	Marian Parry Hughes Delyth Molyneux Geraint Owen	March 2013		Continuous learning. Evidence of the effect of remedial action.	
c] Confirm the Strategic Panel's Work Programme 2013-14	Strategic Panel Members	April 2013	Need to ensure firm corporate leadership. The Strategic Panel reinforces reporting arrangements. Co-ordinate response to Estyn's inspection [March 2013] Include a Development Day to deal with defects / gaps identified. Include analysis of cultural issues that may lead to unsatisfactory opinions.	Level of awareness for safeguarding amongst elected members, heads and key partners has increased. Services and elected members have been empowered to improve desirable outcome for children and young people that need to be safeguarded.	

Strategic Panel: Safety of Children and Young People, Gwynedd Council Terms of Reference [Final Draft]

1. INTRODUCTION

- 1.1. Section 28 of the Children Act 2004 places a duty on local authorities to make arrangements to ensure that they fulfil their functions in a way which considers the need to safeguard and promote the welfare of children.
- 1.2. The following reflects the 'Statutory Guidelines on the Functions and Accountability of Directors of Social Services' [published by the Welsh Assembly Government – June 2009]. Although every member of staff has a responsibility to safeguard and promote the welfare of children, it is the Statutory Director of Social Services who remains the senior officer in the council with full and final accountability for safeguarding children.
- 1.3. The following does not change the Constitution of Gwynedd Council. The intention is to reinforce existing reporting arrangements.

2. TERMS OF REFERENCE OF THE GWYNEDD COUNCIL SAFETY STRATEGIC PANEL

- 2.1. The aim of the Panel is to ensure that robust arrangements for the safety of children and adults are in place within Gwynedd Council.
- 2.2. The Panel will act on a Strategic level in order to:
 - Convince relevant Lead Members (Lead Member for Children and Young People and Cabinet Member for Social Services, Health) that the Council's procedures are robust where matters of safety of children and adults are in question;
 - Bring together interdepartmental work in the safety field and ensure effective corporate communication;
 - Support the functions and duties of the Statutory Director within the Council;
 - Resolve any possible barriers to having effective and successful procedures in place;
 - Receive and consider information about trends in relation to allegations of professional abuse, and adopt action plans to respond should the needs arise;
 - Receive and challenge information about the progress against commissioned work programmes (priority will be given in the short-term to the work programme to respond to the Pembrokeshire joint inspectorates' review report);
 - Consider and understand the implications of Serious Case Reviews and ensure that the Council responds effectively to recommendations within such reviews;
 - Accept and challenge the Annual Report of the Statutory Director.

3. CHAIRSHIP

- 3.1. Deputy Leader and Cabinet Member for Children and Young People.

4. FREQUENCY OF MEETINGS

- 4.1. Meetings every six months [to be reviewed in March 2013].

5. GOVERNANCE AND ACCOUNTABILITY

- 5.1. The Strategic Panel is accountable to Gwynedd Council Cabinet. The Chair has the right to refer matters to the Cabinet if not satisfied.
- 5.3. The 'Project Group – Responding to the Pembrokeshire Joint Inspection Report' is accountable to the Strategic Panel.
- 5.4. Business Management [i.e. creating a work programme, meeting agendas, secretariat, central communication point, organising additional professional advice if needed] through the function of the Corporate Director.

6. MEMBERSHIP

Name	Title
Cllr. Siân Gwenllian	Deputy Leader and Cabinet Member for Children and Young People.
Cllr. R.H. Wyn Williams	Cabinet Member – Care [lead member for Social Services, Health, Strategic]
Iwan Trefor Jones	Corporate Director
A Morwena Edwards	Statutory Director of Social Services
Marian Parry Hughes	Senior Manager – Children Services [Social Services]
Dewi R. Jones	Head of Education Department
Alwyn E. Jones	Head of Human Resources Department
Geraint Owen	Senior Manager - Human Resources
Dilys A. Phillips	Head of Democracy and Legal Department
Ian Vaughan Roberts	Business Manager - Gwynedd and Anglesey LSCB

Scrutiny Forward Work Programme June 2012 onwards – Version 2.00
(07.02.13)

Note – this is a live agenda which is regularly updated

A Corporate Scrutiny Committee

	Item	Preparatory Meeting Date	Scrutiny Committee Date
1	Community Strategy	14.06.12	19.07.12
2	Savings Strategy	14.06.12	19.07.12
3	Systems Thinking (Scrutiny Investigation)	14.06.12	31.01.13
4	Improvement Plan	06.09.12	02.10.12
5	Rural and Urban Balance	06.09.12 02.10.12	13.12.12 07.03.13
6	Partnerships and Collaboration Assessing the progress	19.12.12	
7	Sustainable Procurement	19.12.12	31.01.13 07.03.13
8	The Council's Strategic Plan		
9	The Council and the Public Engagement Arrangements		
10	Workforce Keeping the morale of workers high in a difficult period		
11	Collaboration with Anglesey		
12	Carbon Footprint Policy Assessing the achievement		
13	Emergency Planning Assessing the progress of the SAC Report		

B Communities Scrutiny Committee

	Item	Preparatory Meeting Date	Scrutiny Committee Date
14	Housing Supply and Affordability	18.07.12	04.09.12
15	Housing Scrutiny Investigation	18.09.12	05.02.13
16	Bypass	30.10.12	04.12.12
17	Waste Strategy	30.12.12	04.12.12
18	Transport Consistency of provision for Students across the County	30.12.12	04.12.12
19	Wind Energy Consultation arrangements	30.12.12	04.12.12
20	Empowering Communities Local collaboration with partners		
21	Bangor Pride Consider progress and lessons to be learnt and shared across the County		
22	Using Empty Properties Consider the impact of policies by the Council and its partners		
23	Parking Fees Consider consistency across the County		
24	Use of Cycling Routes Consider the progress on standard and use		
25	Parc Glynllifon and Parc Padarn Consider progress		
26	Allotments Challenge what has been achieved on the relevant existing policies and by-laws		
27	Marine Conservation Zones		

28	Apprenticeship Scheme Consider the progress		
29	Condition of Rural Roads Consider problems and possible solutions		
30	Tourism Assessing the impact on the Gwynedd economy		
31	Refuse Collections Information required		
32	Management of Overnight Caravanning Information required		
53	Social Housing	30.12.12	05.02.13
54	Static Caravan Occupation Period	19.02.13	

C Services Scrutiny Committee

	Item	Preparatory Meeting Date	Scrutiny Committee Date
33	Youth Service Progress on the Review Improvement Programme	25.06.12	31.07.12
34	Education Strategy Consider progress thus far Establish a Working Group to support the Cabinet Member Confirmation of the implications	25.06.12	31.07.12 13.09.12 15.11.12
35	Scrutiny Investigation into the Quality of Education	25.06.12	
36	Change in Healthcare in North Wales – Betsi Cadwaladr Health Board		13.09.12
37	Leisure Centres Consider progress on the Strategic Review	11.10.12	15.11.12

38	Physical Disability Commissioning Plan Consider Progress of the Plan	11.10.12	15.11.12
39	Disability and Autism Consider information	11.10.12	15.11.12
40	Older People Commissioning Plan Consider 'Dignity in Care' information	11.10.12	15.11.12
41	Looked After Children		
42	Land transferred to Cartrefi Cymunedol Gwynedd	22.11.12	10.01.13
43	Local Provision of Services		
44	Pathway to Employment		
45	Telecare and Equipment to Support People	22.11.12	10.01.13
46	Intensive Intervention – Supporting Families		
47	Young People Progress on providing opportunities for those who are unemployed to gain access to work experience and employment		
48	Child Poverty Plan		
49	Support for Carers		
50	Corporate Parent Panel		
51	Matters from the 2011-12 Improvement Plan - Health Improvement Schemes (Page 79) - Language Improvements (Page 84- 86) -		
52	Pembrokeshire Children Services Report	17.01.13	21.02.13