

# Public Document Pack

## Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

### Bridgend County Borough Council



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

*Rydym yn croesawu gohebiaeth yn Gymraeg.  
Rhowch wybod i ni os mai Cymraeg yw eich  
dewis iaith.*

*We welcome correspondence in Welsh. Please  
let us know if your language choice is Welsh.*



#### **Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate**

Deialu uniongyrchol / Direct line /: 01656 643148 / 643147 / 643694

Gofynnwch am / Ask for: Democratic Services

Ein cyf / Our ref:

Eich cyf / Your ref:

**Dyddiad/Date:** Friday, 24 February 2023

Dear Councillor,

### **CORPORATE OVERVIEW AND SCRUTINY COMMITTEE**

A meeting of the Corporate Overview and Scrutiny Committee will be held Hybrid in the Council Chamber Civic Offices, Angel Street, Bridgend, CF31 4WB / remotely via Microsoft Teams - Civic Offices, Angel Street, Bridgend, CF31 4WB on **Thursday, 2 March 2023 at 10:00.**

### **AGENDA**

1. Apologies for Absence  
To receive apologies for absence from Members.
2. Declarations of Interest  
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members Code of Conduct adopted by Council from 1 September 2008 (including whipping declarations)
3. Approval of Minutes 5 - 24  
To receive for approval the minutes of 21/07/2022
4. Workforce, Recruitment and Retention 25 - 32  
Invitees:

Councillor Huw David – Leader of the Council

Councillor Jane Gebbie - Deputy Leader of Council and Cabinet Member for Social Services and Early Help

Councillor Hywel Williams - Cabinet Member for Resources

Mark Shephard - Chief Executive

Kelly Watson - Chief Officer Legal and Regulatory Services, HR & Corporate Policy

Debra Beeke - Group Manager – Human Resources and Organisational Development

Paul Miles - HR Service Centre Manager

John Hughes – Trade Union Representative - UNISON

**By receiving this Agenda Pack electronically you will save the Authority approx. £2.16 in printing costs**

Neil Birkin – Trade Union Representative - GMB  
Stephen Maclaren – Trade Union Representative - Unite

5. Corporate Plan Delivery Plan 2023 - 24 33 - 36  
Invitees:

Councillor Huw David – Leader of the Council  
Councillor Hywel Williams - Cabinet Member for Resources  
Councillor Rhys Goode – Cabinet Member for Wellbeing and Future Generations

Mark Shephard - Chief Executive  
Carys Lord - Chief Officer Finance, Performance and Change

Alex Rawlin - Corporate Policy and Public Affairs Manager

6. Disabled Facilities Grant - Progress Report and Position Statement 37 - 44  
Invitees:

Councillor Rhys Goode - Cabinet Member for Wellbeing and Future Generations

Carys Lord - Chief Officer Finance, Performance and Change

Martin Morgans - Head of Performance and Partnerships  
Lynne Berry - Group Manager Housing & Community

7. Conclusions/Recommendations

8. Forward Work Programme Update 45 - 108

9. Urgent Items

To consider any item(s) of business in respect of which notice has been given in accordance with Part 4 (paragraph 4) of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

Note: This will be a Hybrid meeting and Members and Officers will be attending in the Council Chamber, Civic Offices, Angel Street Bridgend / Remotely via Microsoft Teams. The meeting will be recorded for subsequent transmission via the Council's internet site which will be available as soon as practicable after the meeting. If you have any queries regarding this, please contact cabinet\_committee@bridgend.gov.uk or tel. 01656 643147 / 643148.

Yours faithfully

**K Watson**

Chief Officer, Legal and Regulatory Services, HR and Corporate Policy

Councillors:

H T Bennett  
F D Bletsoe  
P Davies  
RM Granville

Councillors

S J Griffiths  
M L Hughes  
M Jones  
RL Penhale-Thomas

Councillors

T Thomas  
G Walter  
A Williams  
AJ Williams

MINUTES OF A MEETING OF THE CORPORATE OVERVIEW AND SCRUTINY COMMITTEE  
HELD REMOTELY - VIA MICROSOFT TEAMS ON THURSDAY, 21 JULY 2022 AT 09:30

Present

Councillor A Williams – Chairperson

H T Bennett	F D Bletsoe	P Davies	RM Granville
S J Griffiths	M L Hughes	M Jones	RL Penhale-Thomas
T Thomas	G Walter	AJ Williams	

Apologies for Absence

Mark Shephard

Officers:

Lucy Beard	Scrutiny Officer
Deborah Exton	Deputy Head of Finance
Lindsay Harvey	Corporate Director Education and Family Support
Rachel Keepins	Democratic Services Manager
Meryl Lawrence	Senior Democratic Services Officer - Scrutiny
Carys Lord	Chief Officer - Finance, Performance & Change
Claire Marchant	Corporate Director Social Services and Wellbeing
Jessica Mclellan	Scrutiny Officer
Martin Morgans	Head of Performance and Partnership Services
Janine Nightingale	Corporate Director - Communities
Kelly Watson	Chief Officer Legal, HR and Regulatory Services

11. DECLARATIONS OF INTEREST

Cllr Heidi Bennett declared a personal interest in the report on Budget Monitoring 2022-23 - Quarter 1 Revenue Forecast as the organisation she works for was noted as a virement at paragraph 4.1.10 of that report

Councillors Alex Williams, Heidi Bennett, Paul Davies and Martyn Jones declared personal interests in the report on Council Performance Against its Commitments for the year 2021-22, as private landlords in the County Borough.

Councillor Tim Thomas declared a prejudicial interest in the report on Council Performance Against its Commitments for the year 2021-22, as a campaigns and public affairs officer for the National Residential Landlords' Association.

Councillor Freya Bletsoe declared a personal interest in the report on Council Performance Against its Commitments for the year 2021-22, as a family member of hers worked for the National Residential Landlords Association.

12. BUDGET MONITORING 2022-23 - QUARTER 1 REVENUE FORECAST

The Chief Officer for Finance, Performance and Change presented the report the purpose of which was to provide the Committee with an update on the Council's revenue financial position as at 30th June 2022.

A Member queried an underspend of £459,000 in the Communities Directorate as she was concerned that most constituent complaints arose in the that Directorate and that replies to Member Referrals commonly stated there was insufficient budget to undertake

the works required. She also queried how there was a £95,000 shortfall on budget reductions in Communities when an underspend of £459,000 was envisaged.

The Cabinet Member for Communities advised that the underspend was projected not confirmed.

The Corporate Director for Communities clarified that for 2021-22 there were delayed budget savings of £160,000, including a £100,000 saving for the Permitting Scheme, which had been proposed to charge utility companies that dig up roads, however Welsh Government had not endorsed the Scheme or responded to its proposal.

In relation to the Community Recycling Centre (CRC) in Pyle, the Director confirmed that a licence had not been received from Natural Resources Wales (NRC) and that it had been raised politically in view of the operational issues being caused.

She confirmed that with regard to the £150,000 in year budget reductions, £55,000 had been achieved but £95,000 could not be met due to two areas.

She advised that the first was the unsuccessful replacement of biodegradable food waste bags with plastic bags. She explained that food digested at a much faster rate than the biodegradable bags and that the company had therefore been taking the food out of the bag, putting it into the digester and throwing the bag away. She confirmed that the current bags cost £35,000 more than the single use bag but that a national debate about the micro particles that might be present have prevented the switching and the saving.

She advised that the second area where a saving of £60,000 had been unsuccessful was the commercial letting of a wing in Ravens Court, due to the continued occupation of the vaccination centre and Council occupied parts of the building itself. She advised that they were undertaking a future services model however until it was clear that the Council no longer required the accommodation, the wing could not be let.

The Corporate Director for Communities confirmed that the Quarter 1 projection was an underspend of £459,000. She referred the Member to page 17 of the Report pack which provided the breakdown of where potential under and overspends might occur in the Directorate to achieve the position of £459,000 underspend. She cautioned that the figure would change each Quarter.

She confirmed that there were current underspends on waste, with a 3.9% reduction on the monies paid for the material recycling centre. However, as the tonnage of waste collected was increasing, she anticipated that the underspend could be cancelled out during the year.

She highlighted that there had also been savings in the streetlighting budget from the introduction of LED lights with a projected a possible underspend of £271,000. However, the cost of energy was increasing exponentially and there was going to be a cost price inflation which needed to be monitored.

There was a projected overspend in Corporate Landlord due to shortfalls in occupancy in Bridgend market, the Science Park and the Innovation Centre representing a £230,000 income loss.

However, those shortfalls in the Corporate Landlord Department could be offset against the underspend of £157,000 due to vacancies which had not been recruited to successfully.

She confirmed that in most years, the Communities Directorate usually broke even with a small margin either slightly overspent or slightly underspent. However, she did not envisage the projected underspend by the end of the year, given the difficult Medium Term Financial Strategy (MTFS), without some very significant grants and revenue support.

A Member asked, in relation to the relocation of the Household Recycling Centre from Tythegston to Pyle, what the alternative one-off efficiencies were that were being considered to deliver a balanced budget position. In addition, he noted the Welsh Government announcement that all those aged over 50 would be eligible for a booster vaccination and queried whether it was envisaged that an income would be generated from Ravens Court owing to that. Finally, he asked whether the projected shortfall of £273,000 or 42.5% of the overall reduction target was an adequate position and, given the anticipated financial uncertainties whether it was a sustainable position.

The Corporate Director for Communities confirmed that the main aim was to deliver the £60,000 saving and so was working with NRW and Kier. By way of background, she said it was disappointing that when the application was made to NRC for an operator's licence for the CRC, designed to NRW's specifications, it should have taken 12 weeks but due to resource issues it was not considered for 9 months. She confirmed that the £60,000 was not due to the CRC at Pyle but rather the lease payment at Tythegston and that the Tythegston site could not be relinquished until the move to Pyle was achieved.

She confirmed that NRW had rejected the application due to a permitted request being necessary to use the fire service hydrant on the road outside which she stated was easily resolved so they had appealed and resubmitted to NRW to ask them to condition the licence rather than to reject it. She hoped to achieve some saving in year when the licence was received, and the CRC at Pyle could be opened but they had extended the licence at Tythegston to September with the ability to extend to April if needed.

With regard to the vaccination centre at Ravens Court, she confirmed that they had asked to continue occupation of those wings and there was a commercial rate rental income from that which would continue.

In relation to the projected shortfall of £273,000, the Corporate Director for Communities clarified that that sum was across the Council as a whole with the shortfall in the Communities Directorate being £95,000 based on the waste food bag and Ravens Court let she had outlined earlier.

A Member highlighted the helpful explanation provided by the Corporate Director for Communities regarding the projected £459,000 underspend but queried whether the confusion was due to the terminology 'projected outturn' and whether it should be reflected as 'run rate'.

The Corporate Director for Communities confirmed that in accountancy terms, there were projections but agreed that the situation was dynamic especially in Quarter 1 but that it was based on knowledge and the current situation.

The Chief Officer for Finance, Performance and Change advised that at the end of Quarter 1, several things required assumptions to be made based on the knowledge available at the time. This was revised regularly as more information became available and the situation within budgets became clearer.

The Member wanted the Committee to be clear on the distinction between run rate and projected outturn and the Chief Officer for Finance, Performance and Change confirmed that the use of certain terminology would be borne in mind in future reporting.

The Leader confirmed that it had only been confirmed in a meeting with Chief Executive of the Health Board that week that they wanted to continue the use of Ravens Court and highlighted it as a good use of forecasting in the report. In addition, he reiterated that the financial position would look different in future Quarters to Quarter 1 and, particularly with the pandemic and inflation, forecasting was difficult with the uncertainties and factors outside the Council's control.

A Member queried, with reference to paragraph 4.1.6 of the report, whether any figures were available regarding how much of the £1 million carried into 2022-23 approved by Corporate Management Board (CCMB) to support free car parking had been used. In addition, she noted the significant budget pressured identified from vacancies and sought a statement regarding the percentage of vacancies and steps being taken to alleviate the pressure.

The Leader confirmed that the vacancy rate had increased significantly with Social Care being one of the areas with the highest vacancies. Within the last month, there were a series of recruitment fairs in Sarn, Pyle and Bridgend and an ongoing campaign promoting vacancies. Particularly in social care, market supplements had been considered and introduced where there was a business case, to try and tackle vacancies repeatedly advertised. He highlighted how that reflected the overall tightening of the labour market which was more competitive and saw employers having to compete for staff in way not seen for a long time.

The Deputy Leader highlighted that recruitment had been taking place for some time across the county borough and acknowledged the difficult position in social care. She impressed on Members the need for social workers, that some teams were working at over 50% vacancy rate and that there were more agency staff than would be preferred. She also highlighted the increasing need to review HMRC rates for travel currently at 45 pence per mile and that Bridgend pays a higher rate of 47 pence per mile. She stated that the position should be that people went to work to earn money to pay bills and contribute to society.

The Deputy Leader continued that all Directorates were losing staff to other organisations who pay more. The Welsh Local Government Association (WLGA) were doing work around the issue.

The Chief Officer – Legal & Regulatory Services, HR & Corporate Policy confirmed that work was being done on HR processes and vacancy rates but highlighted that the difficulty was Council wide with impacts felt throughout. She highlighted that the Council was looking at different ways and initiatives to look for and recruit staff. She advised that she could provide Members with information regarding current recruitment issues, vacancy rates and data regarding repeat advertisements for job vacancies.

In relation to the free car parking, the Corporate Director for Communities confirmed that the offer of 3 free hours at the Rhiw in Bridgend and John Street in Porthcawl had been extended and that the income lost was between £36,000 and £40,000 per month. This was seasonal and dependent on time of year, therefore, annually the sum was around £400,000. However, the income received from all car parks across the borough was in the region of £1.3 to 1.4million which was significant, particularly with the anticipated difficult MTFs. She concluded that the hardship fund enabled the offer of the free car parking covering the lost income in the region of £400,000.

A Member referenced paragraph 4.1.9 of the report; that the MTFs included a £500,000 budget pressure allocation with £60,000 for Multi-Agency Safeguarding Hub (MASH)/Information, Advice and Assistance (IAA) and safeguarding. She highlighted

that safeguarding issues had risen significantly and that the team were overstretched and sought clarification on the allocation sufficiency.

The Corporate Director for Social Services and Wellbeing assured that the £60,000 allocation related to specific managerial resources and supervision resources within the service. The service previously had one team manager but now had two substantive team managers. She clarified that the pressure was in addition to a pressure which had already been approved as part of the MTFs and was approved as part of a bigger budget pressure for children's social care that had included four additional social workers.

She highlighted that MASH and IAA had been designed and set up around 5 years ago based on 200 contacts per month with the service but that they were now seeing 600. The service was being managed through earmarked reserves, to ensure sufficient capacity to sustainably meet demand and keep caseloads at a reasonable level for the workforce. Some external expert support had been engaged to work over the summer period on a business case and an indicative budget pressure had been put forward for next year; the detail around the size of that budget pressure would come through the business case work.

A Member suggested that all should use the page numbers on the public Agenda pack so that the public may also follow.

A Member asked whether the budget had been set on the current workforce with a number of vacancies, or what the full complement of staff should be.

The Chief Officer for Finance, Performance and Change confirmed that the budget would have been set on the Establishment, i.e., the number of posts within the authority. The report highlighted a budget underspend in certain areas as a result of vacancies because all posts were fully costed in the base budget.

A Member noted that one of the biggest pressures faced was in relation to inflation which he noted was headed towards 10% by the end of year. He queried what the expectation was that the Council would receive further in year requests from external contractors, particularly in the Communities Directorate, and what were the plans to mitigate it. He referenced a case where an external contractor had requested an increase in relation to highway resurfacing and queried whether the Council would be able to deliver what it expected to deliver if there were further requests in relation to inflationary increases.

The Chief Officer for Finance, Performance and Change confirmed that they were hearing from suppliers and providers in particular with regard to the inflation issue and primarily around fuel costs. However, she confirmed that this also impacted on the Capital Programme. She advised that the requests were being dealt with as well as possible and as they came in. Whilst needing to remain mindful of the pressures on suppliers, a balance would be needed between either a reduction in service to meet the additional costs or an additional budget pressure. She suggested that each case needed consideration individually to ensure maximisation of the contract whilst remaining mindful of money and efficiency.

The Leader confirmed that the area of concern was being raised with Welsh Government as it was a challenge faced by all local authorities across Wales and the UK. He stated that UK Government needed to reflect that in additional funding, within year, for Welsh Government that could be passported to local authorities. He acknowledged that Welsh Government were helping where possible and highlighted that they had increased the grant funding for the updated 21st Century School Modernisation

Programme by £12 million. The increase was, in part, to reflect higher targets regarding the net zero carbon agenda but was also a reflection of much higher construction costs.

A Member asked, given the tight margins within Directorates to make some of the budget reduction proposals, what consideration had the Cabinet had given to rolling back some of the discretionary services provided by the Council to only offer statutory services, if no additional funding was forthcoming, in year, from the UK Government. Alternatively, would there be any scope within the MTFS budget reduction contingency reserve to absorb some of the pressure that would arise from inflationary pressures, Brexit pressures, Covid-19 legacy and other costs referred to continue with the delivery of the current service.

The Leader advised that all discretionary services were important to the community and relieved pressures on statutory services, saving money in long and short term. He said the biggest and most obvious example were the leisure services with Bridgend having the biggest GP referral scheme in Wales which enabled people to stay healthier and more independent for longer, saving on people's care needs. Therefore, he did not want to make the mistake of cutting back on key discretionary services to deliver a short-term budget savings which would cost communities. He would be very resistant to the simplistic cutting of services that were not deemed statutory but acknowledged that the labelling of services as statutory was not straight-forward following the Well-being of Future Generations (Wales) Act and other legislation whereby services that would traditionally have been labelled as discretionary were arguably helping to deliver on key legislation.

The Chief Officer for Finance, Performance and Change confirmed that there was some money within the contingency fund that could be used to absorb some of the pressures. However, reserves could only be used as a one-off. Therefore, if the pressure was a one-off that would abate over time, reserves could be used if the pressure was to be built into the base budget as an ongoing cost, then decisions would need to be made with regards to level of service.

A Member noted that with inflation set to rise to over 10% by the end of the year that anything below a 10% pay increase for staff would effectively represent a pay cut. He sought an indication on the progression of discussions locally with trade union colleagues and with Welsh Government.

The Deputy Leader advised not going against NJC bargaining framework, the national negotiating position. She agreed that staff needed an appropriate pay rise but suggested that it needed to be fully funded by Westminster with a consequential budget required for synergy across public services in Wales. She stated that staff were the biggest resource and the most valuable thing and therefore needed to be valued appropriately.

The Leader reiterated support for a pay rise for staff which kept pace with inflation. However, as pay is negotiated at a national level, pay increases had to be fully funded by central government. He acknowledged that workers were experiencing the cost-of-living crisis and highlighted how an overall pay increase would with the difficulties being faced in relation to recruitment and retention.

A Member asked, with reference to paragraph 4.2.5 and 4.2.7 of the report, what alternative reduction proposals were being considered.

The Corporate Director for Education and Family Support confirmed adult community learning was a significantly appreciated part of service delivery. Recently, the Welsh Government terms and conditions on the use of grant money for admin and management purposes had changed and capped at 3% which necessitated a change.



Therefore, a regional approach was required. He confirmed that they worked closely with Bridgend College, a key partner in Bridgend and also across the Central South Consortium area, working closely Rhondda Cynon Taf. One thing being considered what how other providers could provide the services for adults in Bridgend, maintaining the same high quality and maintaining the MTFs commitments.

A Member noted the projected overspend of £220,000 in relation to learner support at paragraph 4.3.1 of the report and sought clarity on the position that it was due to learners awaiting placements at Heronsbridge or Ysgol Bryn Castell (YBC). She queried whether this was as a result of capacity issues and whether these would be resolved when Heronsbridge was moved.

The Corporate Director for Education and Family Support confirmed that some year groups in YBC were at capacity. In the last two years, he noted the significant changes to emotional, social and behavioural challenges presented by some learners in schools and stated that when bespoke or tailored provision was required for those learners, they did not have capacity in some areas in YBC. Therefore, a graduated response was required to support the needs of those learners and to provide additional staff with the skills and experience to support those needs. In the short term, he confirmed that they were working with YBC's governing body and the Principal Education Psychologist to look at how to expand capacity at YBC and would be looking at an independent review in the new school year of capacity to ensure needs of all children across the local authority as safely and as well as possible.

He confirmed that one key area was for the new Heronsbridge school to expand provision which would alleviate some of the needs going forward. He reflected that Bridgend was lucky to have two excellent special schools and wanted to ensure the provision was maintained for all learners at the same level of efficacy available currently.

A Member noted a recent Cabinet meeting had approved Hackney Carriages to increase their charges and, with reference to the rising cost of fuel, queried whether the projected overspends in home to school transport were realistic and whether the increase to Hackney Carriage charges could act as a precedent for taxi firms calling for increased charges for contracts.

The Corporate Director for Education and Family Support agreed that it was an area of unprecedented challenges which had been the topic of discussion across local authorities in Wales. He highlighted the 33% increase per litre of fuel over the past six months which had proved to be very challenging for some transport providers. He acknowledged the statutory duty to provide home to school transport for eligible learners and recognised the good transport providers in Bridgend who worked closely with them to deliver the key service despite it being challenging for them.

He advised that the recent tender exercise had indicated that the cost in that area had gone up and the need for some pressure in that area and, because of the volatility, projection was challenging. However, with regard to the contracts, they had sought to build in the costs over the longer term to make sure that the volatility was minimised as far as possible for the Council.

A Member asked, with reference to paragraph 4.3.1 of the report regarding schools delegated budgets, what the total sum of the deficit balance was of the five primary and one secondary school and what central local authority support was provided to get them into a balanced position. In addition, he queried whether the grant funding which had been provided by central government, resulting in a number of schools being in a surplus position, mask the challenges faced by some schools and whether the local

authority would be looking to claw back some of that money or allow the schools to keep it and remain in a surplus position.

The Cabinet Member for Education confirmed that provided the school had a financial plan for the surplus, which the Corporate Director for Education and Family Support and his team would go through with the schools, funds would not be clawed back.

The Corporate Director for Education and Family Support reiterated that there was no intention to claw back surplus from schools confirmed that there was a financial scheme, a statutory document that need to be followed. He confirmed that his team went through the formal process of analysing all school budget positions and highlighted the importance of doing so to maximise the use of school budgets for the needs of learners.

He paid credit to Chairs of Governors, Governing Bodies and head teachers for the remarkable efforts they had made over the challenging past two years. Whilst grateful for the additional grants received these have provided issues in themselves. Whilst there was a healthy budget surplus position, they were working with schools to ensure that was spent for the benefit of all learners.

The Corporate Director for Education and Family Support agreed that there were five schools representing a deficit budget and whilst he did not have the total amount of projected schools' deficit budget to hand he agreed to provide this after the meeting.

However, what was important was to work closely with School Finance Officers on vacancy management and to ensure wherever possible, school budgets were managed, and grants maximised and to support schools effectively in conjunction with the School Budget Forum.

A Member noted, with reference to paragraph 4.3.2 of the report regarding out of county provision for residential care, the high budget and that the number of placements had risen from 13 to 16. She queried what was being done to bring the number of out of county placements back down to thirteen or less and whether the increase was a result of the staffing issues experienced.

The Corporate Director for Social Services and Wellbeing confirmed that the out of county residential budget was very volatile and demand led. Each child was assessed, and their care plan built on their individual needs. Some care plans would indicate an out of area placement was required because it was in the best interests of the child with some out of county placements being children living with family, connected persons or foster carers or in a specialist residential provision not available in the county borough.

Therefore, whilst a change of three might be seen as a concern, the budget was within what might be expected in a budget driven by the needs of children and young people and she confirmed that work was taking place nationally, regionally and locally across Wales to develop sufficiency of provision. She highlighted that many of the children who lived out of area, lived in neighbouring authorities or across South Wales, and that the authority made every attempt to keep children as connected as possible to the local area through schools and connection to families and aimed to return them safely to the area as need be.

The Corporate Director for Social Services and Wellbeing confirmed that whilst work would continue trying to reduce the number of children out of area, those placements would always be available if it was in the best interest of the child to do so.

The Deputy Leader added that some placements would be Court directed with the local authority having no say on where a child would be placed. In addition, she wished to

note that the only secure unit in Wales, Hillside, was in a neighbouring authority and that it was an exceptionally costly placement.

A Member noted and welcomed the projected overspend of £185,000 on equipment and adaptations as he felt there would be a degree of success in people being discharged from hospitals into their homes which were fit for purpose and where they could live independently. Whilst noting it as an 'invest to save model', he queried what contribution the Health Board were making into the service area and if they were not, whether they should.

The Corporate Director for Social Services and Wellbeing confirmed that this budget pressure was met by the investment of Winter Pressures monies from Welsh Government that come via the Health Board. However, she highlighted the partnership working with the Health Board to invest that into areas such as this which support hospital discharge and was confident of seeing some investment through this avenue later in the year. In terms of sustainable and recurring investment, she advised that investment in this area from the Health board was not seen as part of their recurring budget but hoped for a move towards more integrated budgets to meet the needs of people with health and care needs at the point that they present.

In relation to the savings associated with street lighting, a Member asked whether all Council owned streetlights had switched to energy efficient light bulb and if not, she queried whether some of the savings could be utilised to change all lights thereby further increasing the savings. In addition, in relation to unadopted lights, she asked whether there would be any pressure bringing those streetlights up to standard in readiness for adoption, or whether those lights would need replacement once adopted.

The Cabinet Member for Communities clarified that the projected underspend on street lighting was part of the overall picture and offsetting overspends. In relation to new developments, he understood that they were fitting new LED lights in accordance with the specification provided to them by the authority.

The Corporate Director for Communities confirmed that all new streetlights were LED specified. She also confirmed that around 90% of the borough's 16,000 streetlights had had the new bulbs fitted. However, she advised that she was concerned as the scheme to change the bulbs had been undertaken by use of a loan which would be repaid from the savings. Whilst the invest-to-save had been successful, the energy price inflation meant that the savings would narrow moving forward.

The Member understood that some developments were quite old and might not have received the current specifications. For example, Persimmon Homes had advised her that they were using different light bulbs to local authority.

The Corporate Director for Communities clarified that all adopted streetlights owned by the Council were included in the programme.

In relation to the projected underspend of £175,000 in Highways Services, a Member noted and understood that it was primarily due to staff working on capital schemes but queried if the capital schemes were completed or ongoing and, if it was to be an ongoing prioritisation, whether there was concern about day-to-day jobs within the service.

The Corporate Director for Communities confirmed that the underspend was because they were generating incomes by charging time to the Welsh Government for work on grant schemes such as, the Active Travel Scheme, design of the Penprysg Bridge and the 20mph Scheme.

A Member noted with concern the projected overspend of £265,000 in Fleet Services due to reduced productivity levels and queried how it was being mitigated.

The Corporate Director for Communities agreed that it was a concerning picture but that there was a good joint fleet services model between the Council and South Wales Police at Ty Thomas. She advised that there had been some issues with the charging regime as there had been a significant amount of sickness in the service area which resulted in a reduction in chargeable work; hence the projected overspend. However, she stated that there was a more fundamental issue in that police and Council staff were trained to work on each other's vehicles but the police were going to regrade their officers to a much higher rate. Whilst both would be trained to work on a plethora of different vehicles, including electric and hydrogen, there would be a disparity in grading. She confirmed that this was the second year where there was a projected overspend as a result of not getting enough income in to cover the cost of the service. There was to be a fundamental review of how the service operated and the service was financed with South Wales Police. She confirmed that she was content to bring the matter back to discuss with Scrutiny for monitoring.

A Member noted that homelessness was a key corporate priority and a corporate risk for the Council. He asked whether the underspend masked the pressures in that area.

The Chief Officer for Finance, Performance and Change confirmed that some money had been received from the hardship fund to help with ongoing costs into the year and agreed that although an underspend was reported, there were pressures within the budget, such as temporary accommodation costs. She agreed that budget pressures and significant service pressures were anticipated on that budget.

A Member queried, with reference to Appendix 2, whether the language used was consistent across all Directorates. He noted in Communities there was reference to 'should be achieved' which was marked as green in some areas and 'achieved' and queried whether that was a projected status.

The Chief Officer for Finance, Performance and Change confirmed that it related to the projected status for the year but agreed that the narrative could be tighter to be clear on what had been achieved and what was still to be achieved for the remainder of the year.

A Member asked, in relation to Appendix 3, what was included in the £1.634 million underspend in the Council Wide Budgets.

The Chief Officer for Finance, Performance and Change advised that it included a number of things but highlighted the Council Tax Reduction Scheme and that a lot of work would be done to ensure that people were aware of available support.

A Member highlighted the impact of the volatility of the price of fuel on services, providers and the Council budget and recommended the need to be mindful of this going forward when scrutinising related reports.

Following detailed consideration and discussions with Officers and Cabinet Members, the Committee made the following Recommendation:

1. The Committee highlighted the impact of the volatility of the price of fuel on services, providers and the Council budget and recommended the need to be mindful of this going forward when scrutinising related reports.

and the Committee requested:

2. Information regarding current recruitment issues, vacancy rates and data regarding repeat advertisements for job vacancies.
3. The total amount of projected schools' deficit budget for 2022-2023.

13. **COUNCIL PERFORMANCE AGAINST ITS COMMITMENTS FOR THE YEAR 2021-22**

Chief Officer for Finance, Performance Monitoring and Change presented the report the purpose of which was to provide the Committee with an overview of the Council's performance for the year 2021-22 and compared performance against the commitments made to deliver the well-being objectives in the Corporate Plan 2018-23, reviewed for 2021-22.

A Member was concerned about the things the framework did not measure and highlighted that there were very few measures noted in relation to the Council's response to climate emergency. He was also concerned that the report did not provide sufficient detail regarding staffing vacancies or the responses of staff to the engagement survey. He was also concerned that the report did not measure resident satisfaction to the services provided by the Council. He confirmed that he had 39 areas which he felt needed to be addressed but given the brevity of time, proposed to submit those in writing. However, he asked what could be done to reflect the views of residents in the performance indicators.

Chief Officer for Finance, Performance Monitoring and Change confirmed that the report measured performance against the previous year's Corporate Plan and that some issues raised had become more important for residents since then and which would take a stronger place in Corporate Plan being drafted. She confirmed that the way in which performance was measured was being reviewed to consider wider issues. Self-assessment was being introduced which would be subject to engagement by Members and people in Bridgend. She also highlighted that financial and workforce issues impacted on the Council's performance and hoped to bring all strands together to provide Members with an overview of all factors impacting on performance.

The Member encouraged Officers to consider Future Generation Commissioner's recommendations for local authorities for potential future commitments and performance indicators.

The Chairperson underlined that where there was new legislation which put additional pressure on service demand, it was crucial that consequential funding from central government followed. He asked what the Executive what the immediate priorities were and what areas they would be prepared to suffer if funding was no forthcoming.

The Deputy Leader confirmed that it was not her intention for any service provision to suffer and that she would continue to lobby for fair funding. She reiterated that non-statutory provisions saved money in the long term and whilst the funding position was unknown advised that further cuts were unacceptable for residents and workforce.

In relation to the percentage of people presenting as homeless or potentially homeless, for whom the Local Authority has a final legal duty to secure suitable accommodation being 19.2%, a Member asked what the percentage represented in terms of the number of people. In addition, she noted the percentage of households threatened with homelessness successfully prevented from becoming homeless was 30.5% and queried why the target was 60%.

The Head of Partnerships confirmed that, during the pandemic, WG guidance around homelessness changed. Before Covid-19, the DOPS39 indicator was expected to be as

low as possible as it was hoped to keep people from requiring statutory intervention. In relation to the PAN012 indicator which was 67% for 2020-21, he confirmed that it had been mitigated by alternative means, such as, support with bonds and leveraging the private rental sector.

When the guidance changed to anyone who presented was homeless, there was a statutory duty to care, that saw the temporary housing budget move from £78,000 to £2.7 million. He acknowledged that without the support of organisations such as the Wallich and Pobl, they would be unable to support rough sleepers and citizens in need of the service.

He confirmed that there were 218 households residing in temporary accommodation, comprising 386 people, 137 of which were children. He acknowledged that the PAM012 and DOPS39 national indicators did not show the whole picture but outlined the pressure in housing. He confirmed it was at maximum capacity and that the biggest challenge was residential units to support people in transition away from temporary accommodation. He concluded that he would prefer the PAM012 indicate to show as green and the DOPS39 to be below target to mitigate the need for statutory intervention and providing accommodation.

The Member asked whether work that was being done to support children leaving care at age 18 to move seamlessly into other accommodation rather than having to prevent as homeless was in place and that those adults were therefore not included in the figures.

The Corporate Director for Social Services and Wellbeing advised that there was further work to be done between Housing and Social Services and recognised that it was counterintuitive that young people were required to present as homeless. An initial piece of work supported by a consultancy had given an indication of what needed to be done and some accelerated action was required around corporate parenting responsibilities and whether care leavers could be given priority in allocation systems.

A Member noted with concern the high waiting times for Disabled Facilities Grants (DFG). He sought clarification whether the narrative for indicator PAM/015 (PSR002) included all persons or and whether there could be a better definition of the category to aid consideration of the figures. He also asked on the progress of moving to an in-house service. He also asked whether the service should continue to sit in the Chief Executive's Directorate or whether there was some merit in allying it more to the Social Services and Wellbeing Directorate.

The Head of Partnerships confirmed that PAM/015 was a Welsh indicator that covered all persons and accepted that the figures were not good enough. He was happy to provide further clarification around the indicator.

In relation to the progression to an in-house service, he confirmed that the agent model ceased on 1 April 2021 which meant that external agencies were not given the opportunity to take on DFGs as they were internalised. However, this caused a backlog which he anticipated would take 2 years to reduce in the new process. Internalisation meant taking end to end control from referral from social services to surveyor assessing and implementation with contractors. They had undertaken pre-market engagement with contractors and working with procurement and legal colleagues, had established a framework that was awaiting legal sign-off. He anticipated it going out to tender to contractors early September and confirmed that it was a circa £8 million framework over 4 years.

He confirmed that there was good joint working with social services as they were unable to do any work with the DFG itself without the official referral from social services once they had determined need.

The Corporate Director for Social Services and Wellbeing reassured Members that although there had been a difficulty with OT waiting times previously, the service had managed to achieve close to real time in dealing with referrals. The longest wait currently was from 12 June 2022 which was worse than it ordinarily would be due to some sickness in the service but she anticipated that it would improve again when back to full capacity.

In relation to empty properties and bringing empty properties back into use a Member noted that it had been a key commitment for some time but that there was no performance data available for 2021-22. She queried what the next steps were, when the performance data would be available and what more was being done to allow more ambitious and achievable targets in the future.

The Head of Partnerships confirmed that they worked in collaboration with Shared Regulatory Services on the Empty Homes Property Strategy with an Officer focused on empty properties. In the Strategy, the key focus is the top 20 empty properties causing significant difficulties in the community. He confirmed that there were around 150 ongoing cases and that the aim of Strategy was to work with empty property owners in a positive five stage process. If there was no positive movement, then statutory action could be taken although it was a long process which required time and investment.

He confirmed that the narrative explored what was meant by bringing an empty property back into use and discussed the process of single dwellings being converted to create an additional dwelling. He confirmed that the aspiration was to support empty property owners in terms of bringing their properties back into use hopefully for social housing or private rental sector where people can be signposted and moved.

The Member asked how long property owners were given to bring their properties back into reuse.

The Head of Partnerships confirmed that he could engage with an Officer from Shared Regulatory Services to provide a written response regarding the lengthy process of compelling property owners to bring their empty properties into reuse to include real case examples and timescales. However, he confirmed that there had been few Compulsory Orders with the preference to work with property owners.

In relation to empty properties, a Member asked whether it was possible to consider not only houses but large empty properties and whether large empty properties in town could be worked on or needed to remain as commercial premises.

The Head of Partnerships confirmed that the Empty Property Strategy was focused on residential but that they worked with Communities to utilise space above commercial properties for residential purposes rather than converting commercial units directly.

The Leader gave two examples of commercial properties being brought back into use; the Family Value store in Maesteg town centre where WG funding was used to bring the building back into use and a building on Nolton Street, occupied by La Cocina, which had been expanded on the ground floor and the 2<sup>nd</sup> and 3<sup>rd</sup> floor redeveloped for residential thus maintaining the vibrancy and footfall of commercial on the ground floor and making use above for residential. Further opportunities continued to be sought by

the Chief Executive's Directorate and the Housing team alongside the regeneration in Communities.

The Member noted that the Authority was placing residents in temporary hotel accommodation and queried what pressure was being applied to organisations such as Valleys to Coast who, she understood, had over 100 properties requiring work which could be used as housing if brought up to standard.

The Head of Partnerships confirmed that the focus in the report was on private sector landlords and that there was a forum whereby private landlords could meet with the authority and discuss a wide range of issues and concerns. He confirmed that Valleys to Coast did have a void related issue but that the Authority had been engaging with them to bring 35 properties back into use. He confirmed that there were 218 households in temporary accommodation at a cost of circa £2.7 million per annum to the Authority.

In relation to the time taken to issue Disabled Facilities Grants (DFG) to Adults and Children and Young People, the Member asked for an explanation as to why the targets were so high and why the issuing of the grants took that time.

The Head of Partnerships agreed that the targets were high and hoped to achieve delivery in 250-210 days. He confirmed that adaptations stopped due to Covid-19 and a lot of those jobs remained in the queue and the clock ticking with a number of complex jobs coming back into the Authority after the cessation of the agency model. Covid-19 and Brexit had skewed the statistics and whilst DFG's were now going through the new system, it was too early to report those figures. In terms of children figures he advised that there was work with the Princess of Wales Hospital and Occupational Therapists in terms of setting expectations and early engagement.

The Member noted with concern that Performance Indicator CED28 was shown as red for the number of engagements in survey. She queried if there was any indication as to how happy and engaged the workforce was and why they were not engaging in the survey.

Chief Officer – Legal & Regulatory Services, HR & Corporate Policy Kelly advised that there had been survey fatigue amongst staff. She also discussed the difficulties and practicalities of getting the survey to staff working from home and that whilst it was made available electronically, there was more effort required for returning paper versions which caused a reduction in numbers. She confirmed that alternative ways of engaging staff in a more meaningful way was being explored.

A Member noted that costs were increasing and hoped there was sufficient capital in the budget and consideration given to that when calculating the cost of DFGs so that there would not be a lag in works provided and people waiting longer for their grants.

The Head of Partnerships confirmed that the DFG budget was just under £2 million but that some had always been utilised in enablement from hospital to home. He acknowledged that the cost of raw materials was rising and confirmed that whilst there was a cap of £36,000, the average DFG was £7,500-£12,500 and he was not therefore concerned about the monetary position. However, he acknowledged the need to get the process right in terms of working with Social Services around the need of residents to deliver the DFGs.

The Member noted that the Authority was working in partnership with other Local Authorities on DFGs and asked whether any feedback on the work could be made available.



The Head of Partnerships confirmed that Neath Port Talbot had provided support to allow continuity of service by supplying surveying resources and support on internalisation of the service which would be ending at the end of the year. There was an in-house recruitment drive, work with corporate landlord to take on an apprentice and support from the private sector.

A Member noted the high level of sickness and absence due to MSD and stress, anxiety and depression, not work related, across the Authority and queried what support and signposting was available to ensure a return to work as soon as possible.

Chief Officer – Legal & Regulatory Services, HR & Corporate Policy confirmed that Care First, the commissioned counselling service could be accessed by staff themselves without involvement of their line manager and there was more bespoke counselling by experienced counsellors available for specific issues. If staff were off sick, a referral could be made to occupational health. In addition, there was a Wellbeing Officer appointed who would be running well-being initiatives to engage staff and managers.

A Member noted that a number of Social Services' performance targets were low due to recruitment issues and queried what was being done to improve recruitment.

The Corporate Director for Social Services and Wellbeing acknowledged that there continued to be significant challenges in key parts of the workforce. In relation to care and support workers in domiciliary care she confirmed that there were various recruitment events and marketing which had seen some incremental improvements but not to the target set of 22 additional posts. They had reviewed the job description to reflect duty of care workers which was the first step in the Market Supplement Policy and would make an application under that Policy if there was no improvement. She acknowledged that the pressure in terms of the number of hours care being provided had meant that there had been split shift working which was not attractive so there would be a review of rotas. There was also corporate work taking place around fuel costs and consideration being given to electric and fleet vehicles.

The other area of significant challenge was in children's social workers with the IAA team and safeguarding localities being particularly challenged. Having undertaken a review of job descriptions resulting in an increased grade for the most experienced social workers in adult and social care, they made a successful market supplement application. They were also undertaking work on the workforce charter addressing support for workers, opportunities to develop their career and lowering caseloads. However, there remained a significant level of vacancy and there was therefore, a strategic engagement of agency workforce to ensure quality and continuity of service and progression of international recruitment. Longer term, there was to be an increased number of secondees onto the social work course and from September onwards there would be social work trainees and secondees on the course. Whilst acknowledging that the challenge was UK wide, she highlighted that a recent survey by Care Inspectorate Wales found that 93% of workers in children's social care felt supported to do their job, which she asked Members to promote.

The Member noted the high level of sickness absence in the last two quarters and asked whether there had been any improvement in the level of sickness absence.

The Corporate Director for Social Services and Wellbeing acknowledged the significant issue of sickness, particularly in care and support at home services. She advised that the workforce was very tired and highlighted the pressures faced delivering face to face services throughout the pandemic and the recent extreme heat. The biggest areas of sickness were in MSD, with issues of NHS waiting times for treatment impacting on their manual handling and ability to work, and work and non-work-related stress. However,

they were working with human resources on corporate wide and bespoke wellbeing support.

A Member asked if updated literature promoting foster carer recruitment could be shared with Members. She also noted the red status of the percentage of assessments completed for children within statutory timescales and asked whether this would now improve and how it would be achieved.

The Corporate Director for Social Services and Wellbeing confirmed that literature regarding foster carer recruitment would be shared with all Members. She acknowledged the significant deterioration in performance in children's social care in the start of quarter 4 of the last year which had been managed through a critical incident in respect of IAA to ensure there was a very high level, timely and focused support to oversee the improvements which were evident and would be seen in the performance measures in subsequent quarters.

A Member noted the relatively low percentage of staff who had undertaken the Safeguarding e-learning module was 72% in the Education Directorate and 77% in the Social Services Directorate. He queried what was being done regarding the number of staff who had not completed the modules.

The Corporate Director for Social Services and Wellbeing acknowledged that it could be a challenge to get social workers to undertake the Corporate e-learning as they were already trained in safeguarding. However, to improve numbers undertaking the training, she advised that this was likely through monitoring the figure and with visibility of the performance indicator included on Directorate dashboards and should be addressed through individual supervisions and appraisals as well as by inclusion in the induction for new starters to the Council.

A Member noted on the Education and Family Support dashboard that most of the commitments had a blue status without any key performance indicators (KPI) data and queried when that data would be made available to ensure the commitments were on track.

The Corporate Director for Education and Family Support advised that on 27 June 2022, the WG published a new model for accountability in line with curriculum and ALN reform, the Evaluation, Improvement and Accountability Framework that provided the framework for KPIs and public assessment measures. The framework required schools to provide several things which would allow for the production for much clearer data sets. A summary of School Improvement Plans and School Development Plan would be published as the start and the end of the year and provided to governing bodies. The information would then be used to benchmark performance, on an individual and local authority level and KPIs provided based on that benchmark and targets modified.

The Corporate Director for Communities highlighted that it was year 3 of a 3-year Corporate Plan and that there would be a number of important initiatives and projects brought forward in the new Corporate Plan.

A Member noted the level of sickness was increasing and queried how the small teams coped when members were sick.

The Corporate Director for Communities confirmed that teams coped as well as they could and acknowledged the high sickness due to MSD due to manual handling work and the. Of concern was the stress related issues and staff wellbeing and she confirmed that during short term sickness, work was either covered by the existing team or that the

work remains until the member of staff returns to work. She also referenced the unprecedented number of referrals received and that there were very few staff specifically dedicated to these and indicated that extreme pressure was becoming the norm.

The Cabinet Member for Communities further highlighted the level and inappropriate tone of Member Referrals and the impact it was having on the wellbeing of Officers.

A Member noted the need to manage the expectations of Members who were being advised that they would receive a response to Member Referrals within 10 working. Another Member noted that the Communities Directorate was likely to receive more Member Referrals than others due to this being the area that the public see and queried whether there was sufficient support for wellbeing.

The Corporate Director for Communities confirmed that she had developed a four-point action plan for Member Referrals which had been delivered to Group Managers and could look to roll-out as a Member Development Session. She highlighted that Member Referrals had increased from 3045 referrals in 2021-22 which was up 1000 on the year before and that in 10 weeks since the election there had been 783 Member Referral and 1093 reported incidents which was unprecedented.

A Member advised that as part of his Community Council, they had asked for the grass cutting schedules for the area and been refused as circumstances could change and in relation to MR, he suggested that if it were complex issue that a holding letter be issued to Members advising of the need for time for investigations.

The Corporate Director for Communities confirmed that she was working on providing an acknowledgement to MR and providing any information possible. In addition, she would like to be able to provide grass cutting schedules and other community schedules on the Council's website.

Following detailed consideration and discussions with Officers and Cabinet Members, the Committee made the following Recommendation:

1. That the narrative for Welsh Government PAM/015 (PSR002) in Appendix A regarding Disabled Facilities Grants be expanded to clarify that it included all persons/groups.

And the Committee requested:

2. A written response regarding the lengthy process of compelling property owners to bring their empty properties into reuse to include real case examples and timescales.
3. Updated literature regarding Bridgend's promotion of foster care recruitment.

14. **NOMINATION TO THE PUBLIC SERVICE BOARD SCRUTINY PANEL**

The Scrutiny Officer presented the report, which requested the Committee to nominate one further Member to sit on the Public Service Board Scrutiny Panel, in addition to Councillor Freya Bletsoe and Councillor Simon Griffiths who were nominated at the previous meeting of the Committee held on 30 June 2022.

The Chairperson invited nominations, following which it was:

**RESOLVED:** That Councillor Graham Walter be nominated

by Corporate Overview and Scrutiny Committee to sit on the Public Service Board Scrutiny Panel.

15. **FORWARD WORK PROGRAMME UPDATE**

The Senior Democratic Services Officer – Scrutiny presented the Committee with the proposed draft outline Forward Work Programme (FWP) in Appendix A for discussion and consideration, requested any specific information the Committee identified to be included in the items for the next two meetings, including invitees they wished to attend, requested the Committee to identify any further items for consideration on the Forward Work Programme having regard to the selection criteria in paragraph 4.6 and asked the Committee to note that the Forward Work Programme for the Subject Overview and Scrutiny Committees would be reported to a meeting of COSC, following consideration in the recent cycle of SOSC meetings.

The Committee requested the following reports be added to the Committee's Forward Work Programme:

1. Homelessness, Housing and Empty Properties to include Housing Options for Care Leavers
2. Progress on the Performance of Disabled Facilities Grants, including the support arrangements provided by Neath Port Talbot due to end at the end of 2022.
3. Cost of Living Payment Scheme - once concluded a report on the operational delivery of the scheme / lessons learned.
4. Workforce Recruitment and Retention

16. **URGENT ITEMS**

None

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

2 MARCH 2023

### REPORT OF THE CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, HR, AND CORPORATE POLICY

#### WORKFORCE RECRUITMENT AND RETENTION

#### 1. Purpose of report

- 1.1 The purpose of this report is to provide Committee with information relating to the recruitment and retention of the council's workforce.

#### 2. Connection to corporate well-being objectives/other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:
- **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study, and visit, and to ensure that our schools are focussed on raising the skills, qualifications, and ambitions for all people in the county borough.
  - **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human, and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

#### 3. Background

- 3.1 It is critical for the council to be able to recruit and retain a sufficient number of employees with the right skills to deliver council services and priorities. This is increasingly important at a time of growing pressures on services.
- 3.2 Councils are continuing to report recruitment difficulties and like many employers across the UK, are operating in a challenging recruitment market, with high vacancy rates and skills gaps in some key areas of services. Retention of employees is also a challenge and particularly where there is competition from other employers.
- 3.3 There are significant challenges recruiting to certain vacant posts in a variety of services and professional areas across the Directorates. As indicated, this situation is not unique to local government, other public services are facing similar challenges and problems exist in the private sector also. Many labour market reports reference the fact that recruitment is incredibly difficult at this time.
- 3.4 Vacancy rates and recruitment outcomes fluctuate across the council. The situation is fluid and variable across services and different job roles and professions. The

issues differ and therefore the solutions and actions must be fit for purpose as one size does not fit all.

- 3.5 It must also be noted, however, that despite such difficulties, the council is attracting and recruiting talented and skilled individuals. There are some signs of improving candidate numbers from those wishing to work for the council. This has resulted in competitive selection processes and recruitment successes.
- 3.6 Nevertheless, recruitment and retention are recognised risks for the council and reflected in its Corporate Risk Register. This report will outline some of the challenges and strategies established to date. It is recognised that these will need to be further progressed as part of the council's workforce planning arrangements. A new workforce strategy is being developed with recruitment and retention being a priority area.

#### **4. Current situation/proposal**

##### **Workforce Information**

- 4.1 Workforce reports are prepared for Corporate Management Board (CMB) in addition to quarterly reports to Directorate Management Team meetings (including: workforce analysis on headcount trends and turnover; absence; and performance management).
- 4.2 To provide some context, **Appendix 1** provides data on the council's workforce: headcount trend from 2019/2020 to 31 December 2022; percentage of employees by Directorate and Schools; working hours, and age profile characteristics.
- 4.3 Staff turnover (calculated by the numbers leaving the organisation as a percentage of the average headcount) for 2021/2022 was 13.09% (402 individuals), and whilst this is not considered particularly high, the impact will depend upon the nature of these posts and ability and time taken to recruit the relevant skills, given competition in the market.
- 4.4 During the period 1 April 2022 to 31 December 2022 over 20% of adverts did not attract any applicants, i.e., 204 from 982. Internal candidates account for 50% of all appointments made (300 of 603), which is a good indicator of skills development, retention, and commitment to growing people.

##### **Recruitment Advertising**

- 4.5 Recruiting managers have a range of guidance, training and support available to assist them in the recruitment process. All vacancies are advertised on the council's jobs pages. Posts that are also being advertised externally can be placed on a range of websites including the Guardian Jobs Webpage which is a commissioned package.
- 4.6 Adverts can also be placed on a variety of social media platforms. HR can provide guidance based on the post being advertised. The aim is to reach an appropriate audience for each vacancy. Through social media, a wide range of active and passive candidates can be accessed.

- 4.7 Bespoke recruitment websites exist for certain sectors, for example, education and social care and links are made to national recruitment campaigns, such as “We Care Wales.” The Welsh Government Apprenticeship Vacancy Service (AVS) is also used when appropriate.
- 4.8 Whilst the number of adverts does not reflect numbers of posts being advertised (in some cases, these relate to multiple vacancies), the level of recruitment advertisements has increased significantly. Compared with 2018/19, there were 125% more adverts placed in 2021/2022, i.e., from 529 to 1193, with a further increasing trend this year.
- 4.9 There is of course a limit to which jobs should be readvertised without considering alternative options, albeit it may be appropriate to continue to assess the market periodically, given changing circumstances of jobseekers and applicant availability in the market.

### **Attraction**

- 4.10 In a challenging competitive recruitment market, it is important that the council promotes what it has to offer its employees. For many candidates, salary is not the only factor considered when accepting a job offer. Availability of career and development prospects are relevant, as are opportunities for a flexible work life balance.
- 4.11 The council’s jobs site has recently been updated and new pages developed to promote the council as an employer and the county borough - “Living and Working in Bridgend County Borough”. It sets out the range of benefits the council can offer.
- 4.12 Dedicated recruitment campaigns have been created for social work and social care, as part of the recruitment and retention programmes led by the service and in collaboration with colleagues in Communications, Marketing and HR. These have included the promotion of key roles through articles, interviews and videos involving employees.
- 4.13 Job fairs and careers events can also be a good opportunity to highlight what employment opportunities the council has to offer. In September 2022, the annual jobs fair, hosted by the council and Department for Work and Pensions, also focused on careers, with officers from all council Directorates and secondary school pupils in attendance.

### **Managing hard to fill posts**

- 4.14 Traditionally there have been posts in certain professional groups in local government which have been hard to fill, e.g., lawyers, social workers, engineers, ICT. This position is now more widespread and includes areas where this has not previously been the case, including business support, accountancy, and catering. There are options that can be explored but these will need to be considered in the context of the specific role.
- 4.15 Temporary cover options include the use of agency workers, offering internal interim arrangements via honoraria, or acting up, and commissioning pieces of work. These

are not permanent solutions but may help whilst more creative solutions are explored.

- 4.16 Skills mix in teams can be reviewed. It is important that person specifications accurately reflect the job responsibilities. For some roles, qualifications and registration with a professional body is an essential requirement, whereas on other roles alternative experience may be sufficient.
- 4.17 A market supplement policy was approved by Council in October 2021 as a means of tackling recruitment and/or retention issues by temporarily increasing the pay awarded to a post, without altering the determined job evaluation grade. Market supplements are considered based on a robust business case and must be the absolute exception rather than the rule.
- 4.18 There are dedicated recruitment and retention projects in the Social Services and Wellbeing Directorate, where the two highest priorities for the social care workforce are the retention and recruitment of domiciliary care workers and children's social workers. The project boards chaired by the Corporate Director of Social Services and Wellbeing, are supported by a workforce officer hosted in HR. Current priorities include the recruitment of international social workers and a refreshed approach to recruitment of support at home care workers.

### **Retention**

- 4.19 It is vitally important that there is also a focus on retention, to ensure that employees have a positive experience of the council as an employer and feel their skills are valued, have career and development opportunities, and are treated fairly. Management arrangements, employee support, and working conditions will influence employees' decisions on whether to remain working for the council.
- 4.20 Staff surveys and employee feedback are good means of understanding the views and opinions of the workforce. The findings of the most recent survey are imminent and will help to shape organisational development.
- 4.21 Exit interviews are a means of gathering the views and opinions of those who are leaving the council. The destination of the leaver and contributing factors can be explored. Best practice suggests that such interviews are undertaken by individuals who are not in the direct line management. Such interviews are being undertaken for children's social workers and whilst this arrangement is effective, a council wide approach is required.
- 4.22 This can be achieved by introducing exit questionnaires as an online survey for all leavers. A protocol is being developed for consultation with trade union representatives and managers. Meanwhile options for sending the questionnaires and collecting responses are being explored. The aim is for implementation from 1 April 2023.

### **Workforce planning – grow your own schemes**

- 4.23 Investing in growing your own schemes offers medium term recruitment options. There are many benefits of this approach which include developing qualified,



skilled, and experienced candidates for permanent roles. The council offers apprenticeships and graduates schemes, in addition to a programme to grow our own social workers, via secondments and traineeships. These offer a positive approach to workforce planning.

4.24 The council has appointed over 144 apprentices, 81 of whom have subsequently secured permanent employment with the council, and 26 are still undertaking their apprenticeship. This programme has been particularly successful in ICT, Procurement, Social Care and Building Control, where there were skills gaps and recruitment challenges. For example:

- 14 ICT apprentices have secured permanent roles within the last 8 years, with some securing senior positions or undertaken further development such as degree programmes.
- The Procurement Team have appointed 3 procurement apprentices; one has been successful in gaining a permanent role, while the other 2 are currently training.
- Of the 3 social care apprentices, 2 have secured permanent employment with the other 1 still on programme.
- Development and Building Control have taken on 2 apprentices in recent years both subsequently securing permanent employment.

4.25 Schools are encouraged to raise awareness of apprenticeships as a positive career choice. Officers have engaged with pupils through attending options days/evenings; schools careers fairs; skills sessions with pupils on application and interviewing skills.

4.26 Several graduates are now in post across the council, whilst options for the 2023 social work training intake are being considered.

## **5. Effect upon policy framework and procedure rules**

5.1 As this is an information report, there is no effect upon the policy framework and procedure rules.

## **6. Equality Act 2010 implications**

6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty, and the impact on the use of the Welsh language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services, and functions. This is an information report; therefore, it is not necessary to carry out an EIA in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

## **7. Well-being of Future Generations (Wales) Act 2015 implications**

7.1 It is considered that there will be no significant or unacceptable impacts upon the achievement of the well-being goals/objectives under the Act as a result of this report.

## **8. Financial implications**

8.1 There are no financial implications arising from this report as it is an information/update report.

## **9. Recommendation**

9.1 That the Committee considers this report and provides comments on the recruitment and retention challenges faced and the action being taken to improve the situation.

**Kelly Watson**

**Chief Officer, Legal and Regulatory Services, HR, and Corporate Policy**

**23 February 2023**

**Contact officer:** Debra Beeke  
Group Manager HR/OD

**Telephone:** (01656) 643212

**Email:** DebraBeeke@bridgend.gov.uk

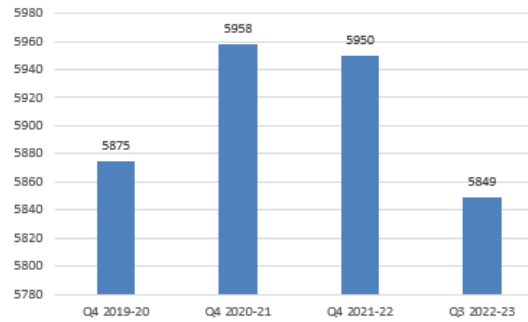
**Postal address:** Civic Offices,  
Angel Street  
Bridgend  
CF31 4WB

**Background documents:** None

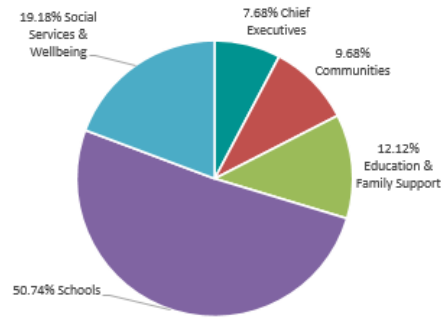
Appendix 1

## Q3 Workforce Information - 2022/2023

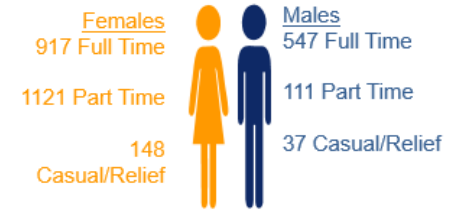
Headcount



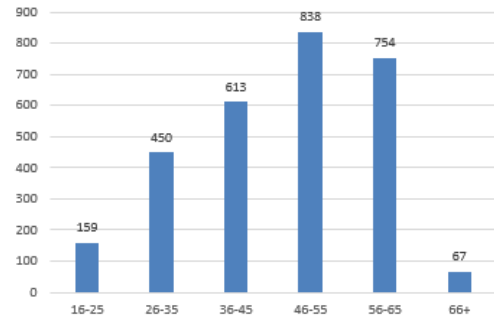
Percentage of Employees per Directorate (Headcount)



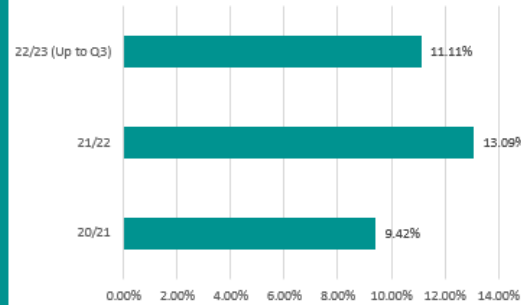
Gender & Working patterns (excluding schools, based on headcount)



Age Profile (excluding schools)



Staff Turnover (excluding schools)



Advertising Information (excluding schools)

- There were 982 adverts between 01.04.2022 – 31.12.2022
- 204 adverts had no applicants.
- There were 3,060 applications from 2,166 applicants.
- 603 appointments, of which 300 are internal.

This page is intentionally left blank

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

2 MARCH 2023

#### REPORT OF THE CHIEF EXECUTIVE

#### CORPORATE PLAN DELIVERY PLAN 2023 - 24

### 1. Purpose of report

- 1.1 The purpose of this report is to present the Corporate Overview and Scrutiny Committee (COSC) with early thinking on the Corporate Plan Delivery Plan 2023-24, evaluate options and consider timescales for development and publication.

### 2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report proposes arrangements to support the new wellbeing objective proposed in the Corporate Plan to replace the following corporate well-being objectives under the Well-being of Future Generations (Wales) Act 2015:-
- **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
  - **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
  - **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

### 3. Background

- 3.1 The Corporate Plan 2023-28 will be considered by full Council at its meeting on 1 March 2023.
- 3.2 The Corporate Plan research showed that around half of Welsh local authorities do not include Performance Indicators (PIs) in their corporate plans at all, instead developing annual delivery plans to cover PIs and targets. This has many benefits, as detailed below, and it was proposed to COSC that this be the approach taken for Bridgend County Borough Council (BCBC):
- Providing less rushed timescales for producing the Corporate Plan
  - Enabling the Council to produce a shorter, more accessible Corporate Plan with less technical detail

- Allowing flexibility to change the course of action when needed
- Allowing for additional engagement and involvement of staff, trade unions and members (particularly scrutiny members) in the development of performance indicators in March and April 2023.

3.3 This report provides ideas, options and timescales on the first annual delivery plan 2023-24.

#### 4. Current situation/proposal

4.1 There are many areas to consider in the development of the first annual delivery plan 2023-24. Some of the key issues include:

- What is the audience for the report
- Size and style of the report
- How to drive forward the new ways of working
- How to drive forward the new wellbeing objectives and commitments and how best to measure progress
- Existing problems the Council is seeking to address in the report
- Timescales for the report

4.2 **Audience** – It is proposed that the Corporate Plan Delivery Plan should be resident focused but not resident facing. The key focus will be on providing accountability and assurance, so the main audiences for the plan will be officers, particularly heads of service and Corporate Management Board (CMB) and members, particularly Cabinet and Scrutiny members but also the full Council. It is proposed that a secondary audience will be regulators, Welsh Government, Welsh Local Government Association (WLGA) and the Future Generations Commissioner.

4.3 **Size and style** - the Council needs to balance comprehensive coverage of the new ways of working and wellbeing objectives with a manageable, accessible report. Plans from other local authorities in Wales range from around 2 to 100 pages and vary from simple reports using plain English to highly complex and technical reports.

4.4 **How best to drive forward the new ways of working** – the Council needs a clear way of driving forward the new ways of working and measuring progress against them. Most of the ways of working do not lend themselves to developing performance indicators (although where they do – for example on customer service – we will highlight these opportunities). Other ways of driving forward the new ways of working could include having lead officers for each one, undertaking scrutiny deep dives and recommendations on each, or developing a programme of linked projects to support them.

4.5 **How best to measure progress on the wellbeing objectives** - there are various approaches across Corporate Plans and Delivery Plans in Wales. Measurement styles include –

- Objectives with a range of unconnected commitments and PIs
- Objectives with a long list of PIs
- Objectives with linked and complementary aims, commitments and PIs
- Objectives with commitments, PIs, results and status

It is proposed that the Policy and Performance team look more widely for helpful approaches in coming weeks.

**4.6 Problems with the current approach** – a number of issues have been identified with the Council’s existing approach, both by members, regulators and self-assessment that could be addressed or solved by the new performance framework. Some of the key issues are:

- Binary commitments (completed or not completed) without clear and agreed milestones
- A system of trend arrows and R, A, Y, G ratings that not everyone fully understands
- PIs that don’t fully represent or measure the wellbeing objectives
- Too many annual PIs and lots with long time lags
- PIs without clear and agreed guidance / rationale for calculation and inconsistent verification processes
- PIs without targets / baseline data
- A lack of outcome focused PIs
- A lack of performance information we can benchmark

**4.7** To address the identified issues, it is proposed that –

- The council should choose commitments / PIs carefully to ensure they fully measure each wellbeing objective
- Commitments must be long term, with clear milestones over the year
- Each PI must have clear and agreed data and measurement systems, verification processes and responsible officers
- PIs with long data time lags are avoided
- PIs that can be compared with others and over time, with baseline data and clear annual targets are preferable
- R, A, Y, G ratings must be agreed and awareness raising provided for officers working on performance data
- Having multiple tiers of performance data is avoided
- A better balance of input, output and outcome measures is developed

**4.8 Timescales** – many local authorities are at a similar point in the development of their Corporate Plan delivery plans. Some have delayed the development this year due to late budget settlements. In line with previous years, the Council’s performance system will be updated in July (following Q4 2022/23 reporting) so it is proposed that following Corporate Overview and Scrutiny Committee, a further development session is planned with COSC members in late April / early May to discuss an early working draft document, and a final draft be brought to the Committee’s meeting on 26 June 2023 in preparation for Cabinet and Council in July.

## **5. Effect upon policy framework and procedure rules**

- 5.1 Performance against the Corporate Plan forms part of the Council's Performance Management Framework. The Corporate Plan Delivery Plan 2023-24 will propose updates to the Performance Management Framework.

## **6. Equality Act 2010 implications**

- 6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. This is an information report, therefore it is not necessary to carry out an EIA in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

## **7. Wellbeing Future Generations (Wales) Act 2015 implications**

- 7.1 The wellbeing goals identified in the Act were considered when writing this report. It is considered there will be no significant or unacceptable impacts upon the achievement of the existing well-being goals as a result of this report.
- 7.2 The report proposes performance management arrangements for the wellbeing goals / objectives in line with the requirements of the Act.

## **8. Financial implications**

- 8.1 There are no financial implications arising from this report.

## **9. Recommendation**

- 9.1 The Corporate Overview and Scrutiny Committee is recommended to consider the key issues, comment upon the report and agree timescales for further engagement on the Corporate Plan Delivery Plan 2023-24.

**Mark Shephard**  
**CHIEF EXECUTIVE**  
**21 February 2023**

**Contact Officer:** Alex Rawlin  
Corporate policy and public affairs manager

**E-mail:** Alex.Rawlin@bridgend.gov.uk

**Postal Address:** Legal and Regulatory Services, HR and Corporate Policy  
Chief Executives Directorate  
Level 4, Civic Offices

**Background documents:** None



## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO THE CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

2 MARCH 2023

#### REPORT OF THE CHIEF OFFICER – FINANCE, PERFORMANCE AND CHANGE

#### DISABLED FACILITIES GRANT – PROGRESS REPORT AND POSITION STATEMENT

##### 1. Purpose of report

- 1.1 The purpose of this report is to update the Corporate Overview and Scrutiny Committee on actions taken to progress improvements to the Disabled Facilities Grant (DFG) service and provide information on the position to date.

##### 2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-
- 1. Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
  - 2. Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council’s well-being objectives.

##### 3. Background

- 3.1 Past reports to the Governance and Audit Committee, Cabinet and Cabinet / Corporate Management Board (CCMB) have outlined the critical need to re-shape and improve the delivery of the DFG service within Bridgend. Members of the Governance and Audit Committee received a report on 22<sup>nd</sup> April 2021 outlining the new model of service.
- 3.2 A further report to Governance and Audit Committee on 11<sup>th</sup> November 2021 provided an update on progress made in relation to the implementation of the new model, together with the actions taken to meet the recommendations of the Audit Wales report in 2017/18 on the Service Users Perspective. Of particular note within that report was a key recommendation regarding Council controls: *‘Council needs to be assured that it has appropriate controls in place to provide effective oversight of the adaptations process, given it is ultimately responsible for the delivery of the adaptation’*. The report also outlined information on the actions taken to respond to the Regional Internal Audit Service report in 2019/20 which had concluded that there was Limited Assurance in relation to the service.

- 3.3 On 1<sup>st</sup> April 2021, the Council ceased the provision of the agent delivery model and the functions for end-to-end delivery of DFGs and ceased providing contact details for local agents (external businesses that oversee works). However, the applicant still has the choice to go externally for DFG works to be delivered. As at this point, there were works already under the remit of various agents and a number of legacy jobs which were required to be fulfilled by agents as this work continued to be under their remit. Since then a number of cases have been returned to the Council as the agent was unable to fulfil the jobs due to their complexity. This meant that the DFG service dealt with additional numbers of unexpected and complex cases.
- 3.4 The report to Cabinet on 19<sup>th</sup> January 2021 outlined the potential risks with regards to the internalisation of the service and move to a new operating model which could mean that the Council is unable to achieve the aspirational targets which have been outlined in numerous reports. Risks identified at that time included the inability to recruit staff that would affect the timeline; delays in the new Framework Agreement or the ability to enter into the Collaboration Agreement with Neath Port Talbot County Borough Council (NPTCBC); and in general the availability of contractors and material costs.
- 3.5 A number of key actions were identified to develop the new operational model and this report provides an update on the progress made on these key components of change below and responds to the risks identified above.

#### **4. Current situation/proposal**

- 4.1 Although a number of actions have been progressed, some of the risks identified in paragraph 3.4 above have affected the speed of change and have required a number of mitigating actions to manage them. Below is an update on progress and risks.
- 4.2 Collaboration Agreement. As planned, the collaboration agreement with Neath Port Talbot County Borough Council ceased on the 31<sup>st</sup> October 2022. This was an interim arrangement only to allow the service to increase the staff numbers and experience within the team, and allow time to embed processes, whilst continuing delivery of the service. A range of circumstances has had an impact on achieving this position which are outlined below.
- 4.3 Staff Recruitment. Staff movement and an inability to recruit had been identified as a risk factor and this remains a high level risk to delivery. Staff movement and the lack of interest in posts when advertised has meant that the staff team has not been enlarged as planned. The service currently has 1 long term permanent member of staff and 1 newly appointed assistant who are being supplemented by agency workers. Although the recruitment processes will continue, it remains a concern that it is difficult to attract staff to some of the roles. To mitigate this as far as possible the following has been actioned:
- A re-evaluation of salary levels of the surveyors has been undertaken by the HR Job Evaluation team to make Bridgend competitive in this field and there has been upgrading of a number of posts;
  - Agency workers have been engaged;
  - External surveyors have been commissioned to support the service and operational delivery. This arrangement is through the South East Wales

Technical and Professional Procurement Framework (SEWTAPs) which started on 1<sup>st</sup> October 2022 and is in place until 31<sup>st</sup> March 2023 with an option to extend for a period of a further 12 months. The focus will be on the more complex large scale adaptations

4.4 Development and Implementation of a Contractors Framework. Market engagement with local contractors has been undertaken including 1:1 meetings and workshops and the information gathered from these meetings has been used to inform the Framework. External legal support for this work has been secured to review the Specification, and Framework Agreement prior to tendering. The Framework Agreement has now been finalised and a review of the Specification is currently being undertaken. The Delegated Authority is in place for the Chief Officer, Finance, Performance and Change to undertake the procurement process on completion of legal advice. As this work is nearing completion the target date for the procurement of the Framework is the end of March 2023 with Framework implementation as soon as possible.

4.5 Policy and Procedures. The removal of means testing for small and medium schemes has been adopted since April 2022. Small jobs are those that can be installed quickly such as rails/small ramps etc. Medium jobs are those that require home modification but not planning approval or building regulation approval such as shower, stairlifts etc. Large jobs are those that require major modification and require planning approval and building regulations such as extensions. Additional funding had been made available from Welsh Government to cover additional costs via the Enable Grant. An uplift of £89,973 on the core grant of £180,000 has been provided in 2022-23 for the additional purpose of compensating local authorities for loss of income by not requiring a contribution from service users for the provision of small and medium sized adaptations. The financial and operational impact of this change will be reviewed to understand more fully the implications of this policy. Other changes include -

- Sell to Wales is being used to tender jobs for the allocation of works to contractors
- New Schedule of Rates has been developed, which will be regularly reviewed to respond to increasing costs
- New procedure guidelines have been drafted and will be finalised on the implementation of the Framework
- Liaison is taking place with Welsh Government officers in relation to the Welsh Government Housing With Care grant funding which allows for the top up of funding for large schemes over and above the maximum grant level of £36,000. A grant of £43,490 has been secured for the remainder of the 2022-23 financial year with expenditure required by end of year. Steps are being taken to identify schemes to benefit from this funding for the 2023-24 financial year with a view to submitting a further funding application to Welsh Government by the 31<sup>st</sup> March 2023.
- Since April 2022 Valleys to Coast (V2C) has had access to the Property Adaptation Grant from Welsh Government. This will allow V2C to undertake adaptations on their own properties. Unlike other local Registered Social Landlords (RSL's), adaptations for V2C properties were previously processed via DFGs. The service will however continue to work with V2C.

- 4.6 Monitoring and Recording. Until all of the required tender documentation is established, works have been procured through the Sell to Wales system with contractors tendering for jobs. All contractors are required to be registered and verified on Constructionline (accreditation for the construction industry throughout the UK) to comply with rule 6.6 of the Council's Contract Procedure Rules (CPRs). The volume of cases dealt with under this process is dictated by the process and the capacity of the team to oversee each case. This process will continue until such time that the Framework is operational and to date 46 jobs have been commissioned through this route, with a further 5 pending, taking approximately 6 – 7 weeks between the issuing of tender documentation and the awarding of the contract. This has an impact on the number of average days taken to deliver a DFG and this will be significantly shortened once the Framework Agreement is in place.
- 4.7 Software System. A new software system has been commissioned which will support case and performance management alongside the key performance indicators required for Welsh Government and will inform the new performance indicators proposed below in paragraph 4.10. It is expected that the new software will be in place by April 2023.
- 4.8 Performance Indicators. The report on 22<sup>nd</sup> April 2021 to the Governance and Audit Committee reported the current measurement for the DFG service is PAM/015 – the average number of calendar days taken to deliver a new Disabled Facilities Grant. The report further outlined the aspirational targets set at that time of 240 days for 2021-22 and 210 for 2022-23 to reflect the foundational nature of the new service model. These were set on a number of presumptions that the pilot year of 2021-2022 would achieve the actions that had been outlined previously ie that the framework would be in place; that the staffing structure would be expanded; and that the challenges and impact of Covid would be significantly reduced.
- 4.9 These presumptions have not been met and the continued risk to service delivery is outlined in paragraph 4.13 below as performance has been affected by the issues raised in this report, not least staffing difficulties. In addition, the challenges presented during Covid such as the lack of available contractors and the rise in material costs has had an operational impact as the service, already under capacity, was required to catch up on delays and many jobs had to be re-priced and re-evaluated due to rising costs.
- 4.10 The average number of days taken to deliver a new DFG reported for 2021-2022 was 320 days. This has not met the improvement expected when the target performance indicators referenced in paragraph 4.8 above were identified. Efforts will continue to make significant improvements to the average number of days, however, it is considered that the PAM/015 is not an indicator of effort or milestones reached for each application. Further, larger complex cases and legacy cases being dealt with is having a disproportionate effect on the average days reported. In order to have further clarity and understanding of performance, additional informal performance indicators will be recorded. The new software, when operational, will support the collation and reporting of the following:
- Categorisation of jobs into small, medium, large, and average times for each category
  - Number of cases processed within a 6 month period of being received by the DFG team

- Number of cases cancelled and for what reason

4.11 Communication and integration. In order to involve applicants and provide greater information to applicants the service has adopted a joint approach on many levels. The housing dedicated Occupational Health Therapist (OT) continues to liaise and communicate with hospital OT's on childrens cases; the OT advises and assesses adaptation needs on homelessness and rehousing cases for the housing service; joint meetings are held with the applicant, DFG surveyor and contractor before work starts on the property to ensure that everyone is informed and kept up to date.

4.12 Further changes to the way the Council communicates and informs applicants will go hand in hand with the development of the software with the intention of simplifying processes, providing on-line information, and automating where possible letters and forms for ease of access.

4.13 In conclusion, the service has faced a number of challenges and has been prevented from making the changes as planned. There is progress being made on a number of levels which will have a positive effect in the near future. However, risks remain for the service:

- recruitment continues to be a pressure point which may cause an over reliance on agency or external support;
- material costs may increase to a level that will require constant review and re-pricing of works;
- The Framework Agreement may not attract contractors due to the economic benefits of working in the private sector; or the current economic climate and uncertainty may impact on the number of contractors available to do this work. If this proves to be the case further consideration will need to be given in relation to the best service model to ensure delivery.

## **5. Effect upon policy framework and procedure rules**

5.1 There is no effect on policy framework and procedure rules.

## **6. Equality Act 2010 implications**

6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

## **7. Well-being of Future Generations (Wales) Act 2015 implications**

7.1 The report contributes to the following goals within the Well-being of Future Generations (Wales) Act 2015:

- A prosperous Wales
- A resilient Wales
- A Wales of cohesive communities
- A globally responsive Wales

7.2 The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:-

Long term	Ensuring best use of available accommodation allowing individuals to live safely in their own homes
Preventative	Through a person centred approach preventing an individual escalating into hospital services
Involvement	Providing individuals the choice to remain in their home ensuring they are part of the process from start to finish managed through a single point of engagement
Integration	Ensure individuals can remain within their communities providing an array of benefits including stability through the maintaining of local support networks
Collaboration	Developing a Framework Agreement to support the DFG service. Working in partnership with Social Services to deliver the required adaptations necessary and appropriate to meet the needs of the individual.

## 8. Financial implications

8.1 There are no financial implications arising from this report.

## 9. Recommendation

9.1 It is recommended that the Committee:-

- Consider the report and make any comments on the progress to date to improve the DFG service and the current position.

**Carys Lord**  
**CHIEF OFFICER – FINANCE, PERFORMANCE AND CHANGE**  
**February 2023**

**Contact officer:** Martin Morgans  
Head of Partnerships  
Lynne Berry,  
Group Manager Housing

**Telephone:** (01656) 642154  
(01656) 643517

**Email:** [Martin.Morgans@bridgend.gov.uk](mailto:Martin.Morgans@bridgend.gov.uk)

[Lynne.Berry@bridgend.gov.uk](mailto:Lynne.Berry@bridgend.gov.uk)

**Postal address:** Civic Offices, Angel St, Bridgend CF31 4WB

**Background documents:** None

This page is intentionally left blank



## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

2 MARCH 2023

### REPORT OF THE CHIEF OFFICER – LEGAL & REGULATORY SERVICES, HR & CORPORATE POLICY

#### FORWARD WORK PROGRAMME UPDATE

#### 1. Purpose of report

1.1 The purpose of this report is to:

- a) Present the Committee with the Forward Work Programme attached as **Appendix A** for this Committee for consideration and approval;
- b) Request any specific information the Committee identifies to be included in the reports for the next two meetings, including invitees they wish to attend;
- c) Request the Committee to identify any further items for consideration on the Forward Work Programme having regard to the selection criteria in paragraph 4.3;
- d) Present the Recommendations Monitoring Action Sheet for this Committee attached as **Appendix B** to track responses to the Committee's recommendations made at the previous meetings;
- e) Present the Forward Work Programmes for the Subject Overview and Scrutiny Committees attached as **Appendices C, D and E** following consideration in their respective Committee meetings;
- f) Present the Recommendations Monitoring Action Sheets for the Subject Overview and Scrutiny Committees attached as **Appendices F, G and H** to track responses to recommendations made at their respective previous Committee meetings.

#### 2. Connection to corporate well-being objectives/other corporate priorities

2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:

- **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
- **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and

communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.

- **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

### 3. Background

- 3.1 The Council's Constitution requires Overview and Scrutiny Committees to each propose items for the Forward Work Programme having regard to the Council's Corporate Priorities and Risk Management framework.
- 3.2 The Corporate Overview and Scrutiny Committee has the additional role of having oversight and coordination of the Forward Work Programmes for the Subject Overview and Scrutiny Committees to develop and implement an effective overall Forward Work Programme for Scrutiny.

#### Best Practice / Guidance

- 3.3 The Centre for Governance and Scrutiny's (CfGS) Good Scrutiny Guide recognises the importance of the forward work programme. In order to 'lead and own the process', it states that Councillors should have ownership of their Committee's work programme, and be involved in developing, monitoring and evaluating it. The Good Scrutiny Guide also states that, in order to make an impact, the scrutiny workload should be coordinated to ensure that it contributes to the delivery of corporate objectives, and that work can be undertaken in a timely and well-planned manner.
- 3.4 Forward Work Programmes need to be manageable to maximize the effective use of the limited time and resources of Scrutiny Committees. It is not possible to include every topic proposed. Successful Scrutiny is about looking at the right topic in the right way and Members need to be selective, while also being able to demonstrate clear arguments for including or excluding topics.
- 3.5 The CfGS's guide to work effective work programming 'A Cunning Plan?' makes the following reference to the importance of good work programming:

*'Effective work programming is the bedrock of an effective scrutiny function. Done well it can help lay the foundations for targeted, incisive and timely work on issues of local importance, where scrutiny can add value. Done badly, scrutiny can end up wasting time and resources on issues where the impact of any work done is likely to be minimal.'*

#### Corporate Overview and Scrutiny Committee Draft Forward Work Programme

- 3.6 Following the approval of the schedule of Scrutiny Committee meeting dates at the Annual Meeting of Council on 18 May 2022, the standing statutory reports to this Scrutiny Committees upon: the Corporate Plan the Medium Term Financial Strategy, Performance, the Corporate Plan, the Medium Term Financial Strategy

(MTFS) and Budget, Performance and Budget Monitoring, etc. were mapped to the appropriate timely meeting dates into a draft Forward Work Programme.

- 3.7 The draft Forward work programme for this Committee was prepared using a number of difference sources, including:
- Corporate Risk Assessment;
  - Directorate Business Plans;
  - Previous Scrutiny Committee Forward Work Programme report topics / Minutes;
  - Committee / Member proposed topics;
  - Policy Framework;
  - Cabinet Work Programme;
  - Discussions with Corporate Directors;
  - Performance Team regarding the timing of performance information.
- 3.8 There are items where there is a statutory duty for Policy Framework documents to be considered by Scrutiny, e.g. the MTFS including draft budget proposals scheduled for consideration in January 2023, following which the Committee will coordinate the conclusions and recommendations from each of the Subject Overview and Scrutiny Committees in a report on the overall strategic overview of Cabinet's draft Budget proposals to the meeting of Cabinet in February 2023.
- 3.9 An effective FWP identifies the issues that the Committee wishes to focus on during the year and provide a clear plan. However, at each meeting the Committee will have an opportunity to review this as the Forward Work Programme Update will be a standing item on the Agenda, detailing which items are scheduled for future meetings and be requested to clarify any information to be included in reports and the list of invitees. The FWP will remain flexible and will be revisited at each COSC meeting with updates from each SOSC FWP and any updated information gathered from FWP meetings with Corporate Directors.

#### **4. Current situation/proposal**

- 4.1 The Committee approved its Forward Work Programme at its meeting on 30<sup>th</sup> June 2022 and has reviewed and added to it at subsequent meetings.
- 4.2 The Subject Overview and Scrutiny Committee Forward Work Programmes and Recommendations Monitoring Action Sheets are also being reported to the Committee for coordination and oversight of the overall FWP, following consideration by their respective Subject Overview and Scrutiny Committees. The SOSC FWP's and Recommendations Monitoring Action Sheets will be included in the standing FWP Update report as updated by each SOSC meeting.

#### Identification of Further Items

- 4.3 The Committee are reminded of the Criteria Form which Members can use to propose further items for the FWP which the Committee can then consider for prioritisation at a future meeting. The Criteria Form emphasises the need to consider issues such as impact, risk, performance, budget and community perception when identifying topics for investigation and to ensure a strategic responsibility for Scrutiny and that its work benefits the Authority. There are a

number of questions and processes that can help the Committee come to a decision on whether to include a referred topic, some of which are set out below:

#### Recommended Criteria for Selecting Scrutiny Topics:

PUBLIC INTEREST:	The concerns of local people should influence the issues chosen for scrutiny;
ABILITY TO CHANGE:	Priority should be given to issues that the Committee can realistically influence, and add value to;
PERFORMANCE:	Priority should be given to the areas in which the Council is not performing well;
EXTENT:	Priority should be given to issues that are relevant to all or large parts of the County Borough; or a large number of the Authority's service users or its population;
REPLICATION:	Work programmes must take account of what else is happening in the areas being considered to avoid duplication or wasted effort.

#### Reasons to Reject Scrutiny Topics:

- The issue is already being addressed / being examined elsewhere and change is imminent.
- The topic would be better addressed elsewhere (and can be referred there).
- Scrutiny involvement would have limited / no impact upon outcomes.
- The topic may be sub-judice or prejudicial.
- The topic is too broad to make a review realistic and needs refining / scoping.
- New legislation or guidance relating to the topic is expected within the next year.
- The topic area is currently subject to inspection or has recently undergone substantial change / reconfiguration.

#### Corporate Parenting

- 4.4 Corporate Parenting is the term used to describe the responsibility of a Local Authority towards looked after children and young people. This is a legal responsibility given to local authorities by the Children Act 1989 and the Children Act 2004. The role of the Corporate Parent is to seek, for children in public care, the outcomes every good parent would want for their own children. The Council as a whole is the 'corporate parent', therefore all Members have a level of responsibility for the children and young people looked after by Bridgend.
- 4.5 In this role, it is suggested that Members consider how each item they consider affects children in care and care leavers, and in what way can the Committee assist in these areas.
- 4.6 Scrutiny Champions can greatly support the Committee in this by advising them of the ongoing work of the Cabinet-Committee and particularly any decisions or changes which they should be aware of as Corporate Parents.

- 4.7 The Forward Work Programme for COSC is attached as **Appendix A** for the Committee's consideration.
- 4.8 The Recommendations Monitoring Action Sheet for the previous meetings is attached as **Appendix B**, to track responses to the Committee's recommendations at the previous meetings.
- 4.9 The Forward Work Programmes for the Subject Overview and Scrutiny Committees are attached as **Appendices C, D and E** for coordination and oversight of the overall Forward Work Programme.
- 4.10 The Monitoring Action Sheets for the Subject Overview and Scrutiny Committees are attached as **Appendices F, G and H** to track responses to recommendations made at their respective previous Committee meetings.

## **5. Effect upon policy framework and procedure rules**

- 5.1 The work of the Overview & Scrutiny Committees relates to the review and development of plans, policy or strategy that form part of the Council's Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental wellbeing in the County Borough of Bridgend.

## **6. Equality Act 2010 implications**

- 6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

## **7. Well-being of Future Generations (Wales) Act 2015 implications**

- 7.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

- Long-term - The approval of this report will assist in the planning of Scrutiny business in both the short-term and in the long-term on its policies, budget and service delivery.
- Prevention - The early preparation of the Forward Work Programme allows for the advance planning of Scrutiny business where Members are provided an opportunity to influence and improve decisions before they are made by Cabinet.
- Integration - The report supports all the wellbeing objectives.

- Collaboration - Consultation on the content of the Forward Work Programme has taken place with the Corporate Management Board, Heads of Service and Elected Members.
- Involvement - Advanced publication of the Forward Work Programme ensures that stakeholders can view topics that will be discussed in Committee meetings and are provided with the opportunity to engage.

## 8. Financial implications

8.1 There are no financial implications directly associated with this report.

## 9. Recommendations

9.1 The Committee is recommended to:

- Consider and approve the Forward Work Programme for this Committee attached as **Appendix A**;
- Identify any specific information the Committee wishes to be included in the reports for the next two meetings, including invitees they wish to attend;
- Identify any further items for consideration on the Forward Work Programme having regard to the selection criteria in paragraph 4.3;
- Note the Recommendations Monitoring Action Sheet for this Committee attached as **Appendix B** to track responses to the Committee's recommendations made at the previous meetings;
- Note the Forward Work Programmes for the Subject Overview and Scrutiny Committees attached as **Appendices C, D and E** following consideration in their respective Committee meetings;
- Note the Recommendations Monitoring Action Sheets for the Subject Overview and Scrutiny Committees attached as **Appendices F, G and H** to track responses to recommendations made at their respective previous Committee meetings.

Kelly Watson  
**Legal & Regulatory Services, HR & Corporate Policy**  
 24 February 2023

**Contact Officers:**

Meryl Lawrence  
 Senior Democratic Services Officer - Scrutiny

Lucy Beard  
 Scrutiny Officer

Jessica McLellan  
 Scrutiny Officer

**Telephone:** (01656) 643515 / 643613 / 643263

**Email:** [scrutiny@bridgend.gov.uk](mailto:scrutiny@bridgend.gov.uk)

**Postal address:** Democratic Services - Scrutiny  
Bridgend County Borough Council  
Civic Offices  
Angel Street  
Bridgend  
CF31 4WB

**Background documents:** None.

This page is intentionally left blank



**Forward Work Programme 2022-23  
Corporate Overview and Scrutiny Committee:**

**APPENDIX A**

<b>Date of Meeting:</b>	<b>Report Topics:</b>
Thursday 30 June 9.30am	<ul style="list-style-type: none"> <li>- Election of Chairperson report;</li> <li>- Call In of Cabinet Decision: Recycling and Waste Service Post 2024</li> <li>- Revenue Budget Outturn 2021-22</li> <li>- Corporate Parenting Champion Nomination report;</li> <li>- Nomination to the Public Service Board Scrutiny Panel report;</li> <li>- Draft Forward Work Programme</li> </ul>
Thursday 21 July 9.30am	<ul style="list-style-type: none"> <li>- Budget Monitoring 2022-23 – Quarter 1 Revenue Forecast</li> <li>- Council's Performance against its Wellbeing Objectives for 2021 - 22 (Year End Performance)</li> <li>- Nomination to the Public Service Board Scrutiny Panel report</li> </ul>
Monday 5 September 10am	<ul style="list-style-type: none"> <li>- Director of Social Services Annual Report 2021/22</li> </ul>
Thursday 27 October 10am	<ul style="list-style-type: none"> <li>- Budget Monitoring 2022-23 – Quarter 2 Revenue Forecast</li> <li>- Temporary Accommodation</li> </ul>
Monday 14 November 4pm	<ul style="list-style-type: none"> <li>- Housing / Homelessness Report to include RSL and third sector invitees</li> </ul> <p>Combined meeting of COSC and SOSOC 3</p>
Thursday 15 December 10am	<ul style="list-style-type: none"> <li>- Q2 Performance Report 2022-23</li> <li>- Cost of Living Payment Scheme Rollout</li> <li>- Re-Development of Maesteg Town Hall</li> <li>- Interim Budget Research and Evaluation Panel Report</li> </ul>
Wednesday 18 January 10am TBC	<ul style="list-style-type: none"> <li>- Draft Medium Term Financial Strategy 2023-24 to 2026-27 and Budget Proposals</li> </ul>
Tuesday 31 January 10am	<ul style="list-style-type: none"> <li>- Budget Monitoring 2022-23 - Quarter 3 Revenue Forecast</li> <li>- New Corporate Plan 2023 – 2028</li> <li>- Capital Strategy 2023 – 24 onwards</li> <li>- Scrutiny Recommendations on Medium Term Financial Strategy 2023-24 to 2026-27 and Draft Budget Consultation Process</li> </ul>
Thursday 2 March 10am	<ul style="list-style-type: none"> <li>- Workforce, Recruitment and Retention</li> <li>- <b>Progress on the Performance of Disabled Facilities Grants</b></li> <li>- <b>Delivery Plan for Corporate Plan</b></li> </ul>
<b>To be scheduled as part of 2023/24 AFWP</b>	<ul style="list-style-type: none"> <li>- Cessation of Ukrainian Refugee Host Sponsorship</li> <li>- Lessons Learned from Re-Development of Maesteg Town Hall</li> <li>- Digital Strategy Review</li> </ul>

This page is intentionally left blank

**CORPORATE OVERVIEW AND SCRUTINY COMMITTEE - RECOMMENDATIONS MONITORING ACTION SHEET**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
30 June 2022	Call-in of Cabinet Decision: Recycling and Waste Service Post 2024	<p>The Committee concluded that the Decision would not be referred back to Cabinet but made a number of recommendations:</p> <p>a) That any future consideration of the Waste contract be presented to the Corporate Overview and Scrutiny Committee at a suitable time so as to enable pre-decision scrutiny and effective input into any forthcoming decision. The Committee requested that this incorporate any specialist advice that is commissioned for the future waste service model, before referring on to Cabinet, as mentioned at paragraph 9.5 of the Cabinet report;</p> <p>b) That going forward, contingency measures as well as a deeper look at other possible options for waste</p>	Scrutiny / Cabinet	Recommendations formally reported to Cabinet 18 October 2022 for consideration and response to be provided to COSC.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		<p>service provision is fully and openly considered and deliberated;</p> <p>c) That the other options that were considered in order for Cabinet to arrive at the current decision for a short-term waste contract from 2024 to 2026, be published in the public domain to ensure full openness and transparency.</p>		
30 June 2022	Revenue Budget Outturn 2021-22	The Committee requested information be provided on the nature and source of insurance claims in 2021-22.	Scrutiny / Chief Officer Finance, Performance and Change	<b>ACTIONED</b> – response and information circulated 2 September 2022.
30 June 2022	Revenue Budget Outturn 2021-22	The Committee requested information be provided demonstrating the Revenue Reserves held by Directorate.	Scrutiny / Chief Officer Finance, Performance and Change	<b>ACTIONED</b> – response and information circulated 2 September 2022.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
21 July 2022	Budget Monitoring 2022-23 - Quarter 1 Revenue Forecast	The Committee highlighted the impact of the volatility of the price of fuel on services, providers and the Council budget and recommended the need to be mindful of this going forward when scrutinising related reports.	Scrutiny / Committee Members	<b>ONGOING</b> - Recommendation to be actioned by the Scrutiny Team and the Committee.
21 July 2022	Budget Monitoring 2022-23 - Quarter 1 Revenue Forecast	The Committee requested information regarding current recruitment issues, vacancy rates and data regarding repeat advertisements for job vacancies.	Scrutiny / Chief Officer Legal, Regulatory and Human Resources	<b>ACTIONED</b> – response and information circulated 21 October 2022.
21 July 2022	Budget Monitoring 2022-23 - Quarter 1 Revenue Forecast	The Committee requested the total amount of projected schools' deficit budget for 2022-2023.	Scrutiny / Corporate Director – Education and Family Support	<b>ACTIONED</b> – response and information circulated 21 July 2022.
21 July 2022	Council Performance Against its Commitments for the Year 2021-22	The Committee recommended that the narrative for Welsh Government PAM/015 (PSR002) in Appendix A regarding Disabled Facilities Grants be expanded to	Scrutiny / Chief Officer Finance, Performance and Change	<b>ACTIONED</b> – response and information circulated 21 October 2022.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		clarify that it included all persons/groups.		
21 July 2022	Council Performance Against its Commitments for the Year 2021-22	The Committee requested a written response regarding the lengthy process of compelling property owners to bring their empty properties into reuse to include real case examples and timescales.	Scrutiny / Chief Officer Finance, Performance and Change / Head of Performance & Partnerships	<b>ACTIONED</b> – response and information circulated 21 October 2022.
21 July 2022	Council Performance Against its Commitments for the Year 2021-22	The Committee requested updated literature regarding Bridgend’s promotion of foster care recruitment.	Scrutiny / Corporate Director -Social Services and Wellbeing	<b>ACTIONED</b> – response and information circulated 9 December 2022.
5 September 2022	Director of Social Services Annual Report 2021-22	<p>The Committee recommended that the Report:</p> <ul style="list-style-type: none"> <li>(a) should include data and graphics to demonstrate the impact of staffing pressures on the Directorate.</li> <li>(b) make reference to the Corporate Risk Register</li> </ul>	Scrutiny / Corporate Director -Social Services and Wellbeing	<b>ACTIONED</b> - Recommendations circulated. Corporate Director for Social Services and Wellbeing acknowledged and reflected recommendations (b) and (c) in an amended Report formally reported to Council on 19 October 2022 and confirmed that recommendation (a) would be

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		<p>when referring to the Critical Incident instigated in 2022.</p> <p>(c) should reflect not only the increase in demand on Social Care but also the complexity and nature of referrals being made (particularly in Children's Social Care).</p>		<p>incorporated, as far as possible, into Director of Social Services Annual Report 2022-23.</p>
<p>5 September 2022</p>	<p>Director of Social Services Annual Report 2021-22</p>	<p>The Committee recommended that they write a letter, in support of the Deputy Leader, to the Welsh Government Minister for Social Services regarding budgetary pressures.</p>	<p>Scrutiny / Chair of COSC</p>	<p><b>ACTIONED</b> – Letter sent to Welsh Government Minister for Social Services.</p>
<p>5 September 2022</p>	<p>Director of Social Services Annual Report 2021-22</p>	<p>The Committee requested a written response regarding the Adult, Children and Wellbeing Quality Standards detailing the up to date/current position on each of the 'Next Steps' outlined in the Report.</p>	<p>Scrutiny / Corporate Director -Social Services and Wellbeing</p>	<p>Recommendations circulated requesting response - to be provided. Chased.</p>
<p>5 September 2022</p>		<p>The Committee requested a copy of the letter sent by the Deputy</p>	<p>Scrutiny / Deputy Leader and</p>	<p><b>ACTIONED</b> – response and</p>

**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>
	Director of Social Services Annual Report 2021-22	Leader to the Welsh Government Deputy Minister for Social Services regarding workforce concerns.	Cabinet Member for Social Services and Early Help	information circulated 21 October 2022.
5 September 2022	Director of Social Services Annual Report 2021-22	The Committee requested Information regarding the Discharge Hub at the Princess of Wales Hospital and information on how Care and Repair support the service.	Scrutiny / Corporate Director -Social Services and Wellbeing / Head of Adult Social Care	<b>ACTIONED</b> – response and information circulated 22 February 2023.
5 September 2022	Director of Social Services Annual Report 2021-22	The Committee requested information on the innovative ways in which the Council is recruiting staff.	Scrutiny / Corporate Director -Social Services and Wellbeing	<b>ACTIONED</b> – response and information circulated 9 December 2022.
5 September 2022	Director of Social Services Annual Report 2021-22	The Committee requested confirmation of whether Social Services plan to engage primary school children in survey work to set wellbeing baselines for the Council’s review of play sufficiency, as they had done with the secondary school children.	Scrutiny / Corporate Director -Social Services and Wellbeing / Group Manager Sports and Physical Activity	Recommendations circulated requesting response - to be provided. Chased.



**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>
27 October 2022	Budget Monitoring 2022-23 Q2 Revenue Forecast	The Committee fully supports the Council's discussions with the UK Government regarding further funding or continuation of the 'Homes for Ukraine' Scheme and noted the impact of the 6-month sponsorship period implemented through the Scheme coming to an end and the risk of refugees becoming homeless. The Committee agreed to monitor this as part of their FWP.	Scrutiny / Chair of COSC / Chief Officer – Finance, Performance and Change	<b>ACTIONED:</b> Item has been added to the FWP for the Committee to be scheduled in the next municipal year. Scrutiny Team liaising with Chair of COSC and Chief Officer – Finance, Performance and Change regarding optimal scheduling.
27 October 2022	Budget Monitoring 2022-23 Q2 Revenue Forecast	The Committee requested that when the Council look to make a press release regarding the upcoming budget consultation that Officers be mindful of improving communication to residents and improving understanding of the budget and purpose of reserves held.	Scrutiny / Corporate Policy & Public Affairs Manager	<b>ACTIONED:</b> Recommendation on the communication of purpose of reserves was included in COSC recommendations on the draft MTFS 2023-2027 formally reported to Cabinet 7 February 2023 for response.
27 October 2022	Budget Monitoring 2022-23 Q2 Revenue Forecast	The Committee proposed that BREP consider how the budget is set for the Social Services and Wellbeing (SSWB) Directorate to reflect the demographics of the County Borough, the level of demand and the statutory duties of the Directorate.	Scrutiny/BREP	<b>ACTIONED</b> – BREP actioned.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
27 October 2022	Budget Monitoring 2022-23 Q2 Revenue Forecast	The Committee requested that early indications of each Directorate's proposed draft budgets be presented to BREP with potential options for budget reductions at the next related meeting each Director has been invited to attend.		<b>ACTIONED</b> – BREP actioned.
27 October 2022	Budget Monitoring 2022-23 Q2 Revenue Forecast	The Committee requested that they received greater detail on the reasons for the 56.2% variance and significant overspend in the Planning and Development section of the Communities Directorate which the Committee noted was an understaffed department.	Scrutiny / Chief Officer – Finance, Performance & Change / Corporate Director - Communities	Recommendations circulated requesting response - to be provided. Chased.
27 October 2022	Budget Monitoring 2022-23 Q2 Revenue Forecast	The Committee requested a written response from the Corporate Director -Social Services and Wellbeing on the following:  a. The reliability of agency workers and providers; b. The cost difference between an agency worker compared to a full time Social Worker;	Scrutiny / Corporate Director -Social Services and Wellbeing	Recommendations circulated requesting response - to be provided. Chased.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		c. On average, how many agency workers work in the SSWB Directorate; and d. The average length of stay for agency workers in the SSWB Directorate.		
27 October 2022	Temporary Accommodation	The Committee recommended that a review be conducted on the procurement of temporary accommodation and how to secure its longevity and that this be reported back to the Committee at an appropriate time.	Scrutiny / Head of Partnerships	Recommendations circulated requesting response - to be provided. Chased.
27 October 2022	Temporary Accommodation	The Committee requested information on the package of support that is provided to families and individuals relocated to temporary accommodation with particular consideration of the impact on the welfare of children who are relocated away from family and friends and whether they have to change school.	Scrutiny / Head of Partnerships	Recommendations circulated requesting response - to be provided. Chased.
15 December 2022	Quarter 2 Performance Report 2022-23	The Committee Recommended that to ensure the time of the Corporate Overview and Scrutiny Committee (COSC) is used to maximum benefit, that the Subject Overview and Scrutiny	Scrutiny / Committee Members	<b>ONGOING</b> - Recommendation to be actioned by the Committee.

**APPENDIX B**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>
		Committees should scrutinise in detail matters in the remit of those respective Committees.		
15 December 2022	Quarter 2 Performance Report 2022-23	The Committee Recommended that the Task and Finish Group considering fixed and permanent exclusions look at and identify best practice in terms of management of pupil behaviour.	Scrutiny / Corporate Director – Education and Family Support	Recommendations circulated requesting response - to be provided.
15 December 2022	Quarter 2 Performance Report 2022-23 - Communities	The Committee requested how many Community Asset Transfers have been completed between April and September 2022.	Scrutiny / Corporate Director – Communities	Recommendations circulated requesting response - to be provided.
15 December 2022	Quarter 2 Performance Report 2022-23 - Communities	The Committee requested with reference to the Performance Indicator DCO16.9 CP WBO3 on page 48 of the agenda reports pack, to what does the £275,000 remaining capital receipts relate.	Scrutiny / Corporate Director – Communities	Recommendations circulated requesting response - to be provided.
15 December 2022	Quarter 2 Performance Report 2022-23 - Communities	The Committee requested the budget breakdown of the remaining £9,000,000 not committed to contracts.	Scrutiny / Corporate Director – Communities	Recommendations circulated requesting response - to be provided.
15 December 2022	Quarter 2 Performance Report 2022-23 – Education and Family Support	The Committee requested an update on the number of and themes surrounding fixed and permanent exclusions.	Scrutiny / Corporate Director – Education and Family Support	Recommendations circulated requesting response - to be provided.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
15 December 2022	Quarter 2 Performance Report 2022-23 - Education and Family Support	The Committee requested an update following the Cabinet Member for Education’s meeting with the Welsh Government Minister to discuss the unattractive limited hours offered in school catering contracts and whether a person seeking to fill the position would have their benefits affected or lost.	Scrutiny / Corporate Director – Education and Family Support	Recommendations circulated requesting response - to be provided.
15 December 2022	Cost of Living Payment Scheme Rollout	The Committee requested an update on the likely commencement of the Digital Strategy review and that it be placed on the Forward Work Programme for COSC as a pre-decision item.	Scrutiny / Chair of COSC / Chief Officer – Finance, Performance and Change	<b>ACTIONED:</b> Item has been added to the FWP for the Committee to be scheduled in the next municipal year. Scrutiny Team liaising with Chair of COSC and Chief Officer – Finance, Performance and Change regarding optimal scheduling.
15 December 2022	Cost of Living Payment Scheme Rollout	The Committee requested that when there are difficulties in rolling out schemes such as the Cost of Living Payment Scheme, that Members be briefed so that they may cascade information to the public and help manage their expectations.	Scrutiny / Chief Officer – Finance, Performance and Change	Recommendations circulated requesting response - to be provided.
15 December 2022	Re-Development of Maesteg Town Hall	The Committee requested a written response regarding a	Scrutiny / Corporate	Recommendations circulated requesting response - to be provided.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		recovery programme to include: <ul style="list-style-type: none"> <li>a. whether the project can be frontloaded with additional workers to complete the project in a shorter timescale; and</li> <li>b. if so, how much it would cost; or</li> <li>c. whether it would be better to keep costs to a minimum; and</li> <li>d. the time of delivery/delays against costs for frontloading.</li> </ul>	Director – Communities	
15 December 2022	Re-Development of Maesteg Town Hall	The Committee requested assurance that there will be no further delays or expenditures incurred for the project.	Scrutiny / Corporate Director – Communities	Recommendations circulated requesting response - to be provided.
15 December 2022	Re-Development of Maesteg Town Hall	The Committee requested following completion of the project, that a lessons learned report be placed on the Forward Work Programme for COSC.	Scrutiny / Chair of COSC / Corporate Director - Communities	<b>ACTIONED:</b> Item has been added to the FWP for the Committee to be scheduled in the next municipal year following completion of the project. Scrutiny Team liaising with Chair of COSC and Corporate Director - Communities regarding optimal scheduling.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
18 January 2023	Medium Term Financial Strategy 2023-24 to 2026-27	The Committee made recommendations, comments, and requests.	Scrutiny / Chair of COSC	<b>ACTIONED:</b> Recommendations formally reported to COSC and onward to Cabinet 7 February 2023 for consideration and response to be provided to COSC.
31 January 2023	Budget Monitoring 2022-23 – Quarter 3 Revenue Forecast	The Committee Recommended whilst acknowledging that the PSVAR Regulations prevent commercial places on school transport, that the prospect of commercial places be at the forefront of discussions with new providers due to the rising number of frustrated parents prepared to pay for transport.	Scrutiny / Corporate Director – Education and Family Support	Recommendations circulated requesting response - to be provided.
31 January 2023	Budget Monitoring 2022-23 – Quarter 3 Revenue Forecast	The Committee Recommended that all national legislative commitments need to be fully funded.	Scrutiny / Chair of COSC	<b>ACTIONED:</b> Included in the recommendations formally reported to COSC and onward to Cabinet 7 February 2023 for response.
31 January 2023	Budget Monitoring 2022-23 – Quarter 3 Revenue Forecast	The Committee requested detail of what is entailed in the supplies and services budgets, with reference to paragraph 4.2.6 of the report, that there had been ‘a review of the budgets within the Education and Family Support Directorate took place during quarter 3 with replacement	Scrutiny / Corporate Director – Education and Family Support	Recommendations circulated requesting response - to be provided.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		savings identified from supplies and services budgets’.		
31 January 2023	Budget Monitoring 2022-23 – Quarter 3 Revenue Forecast	The Committee requested sight of the risk register relating to the significant shift of £15.352 million due to the Social Services Directorate projecting an overspend of £9.421 million at year end compared to compared to the 2021-22 outturn position of a £5.931 underspend.	Scrutiny / Corporate Director – Social Services and Wellbeing	Recommendations circulated requesting response - to be provided.
31 January 2023	Budget Monitoring 2022-23 – Quarter 3 Revenue Forecast	The Committee requested, with reference to the table showing the projected variances in the three service areas in Children’s Social Care, the budget allocated to each.	Scrutiny / Chief Officer – Finance, Performance & Change / Corporate Director – Education and Family Support	Recommendations circulated requesting response - to be provided.
31 January 2023	Corporate Plan 2023-2028	The Committee Recommended that consideration be given to accessible promotion and communication of the Corporate Plan to the public with consideration given to the digitally challenged, older residents and those with sight difficulties.	Scrutiny / Corporate Policy and Public Affairs Manager	<b>ACTIONED</b> – response and information circulated 21 February 2023.
31 January 2023	Corporate Plan 2023-2028	The Committee Recommended that consideration be given to engaging Town and Community	Scrutiny / Corporate Policy	<b>ACTIONED</b> – response and information circulated 21 February 2023.



**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		Councils to promote and distribute the Corporate Plan in local community centres and other hubs.	and Public Affairs Manager	
31 January 2023	Corporate Plan 2023-2028	The Committee Recommended that consideration be given to the infographics of Council Tax and Council spend being sent out with the Council Tax Demand letters.	Scrutiny / Corporate Policy and Public Affairs Manager	<b>ACTIONED</b> – response and information circulated 21 February 2023.
31 January 2023	Corporate Plan 2023-2028	The Committee requested mock-up infographics showing a breakdown of Council spend by per day, per household and per person for the Committee to comment on which would be most helpful to residents.	Scrutiny / Corporate Policy and Public Affairs Manager	<b>ACTIONED</b> – response and information circulated 21 February 2023.
31 January 2023	Corporate Plan 2023-2028	Concerns were expressed over the usefulness of Key Performance Indicators (KPIs) without objectives and key results (OKRs) and the Committee requested the Annual Action Plan which it heard would contain that information and if not available, an indication when it will be.	Scrutiny / Corporate Policy and Public Affairs Manager	<b>ACTIONED</b> – response and information circulated 21 February 2023.
31 January 2023	Capital Strategy 2023-24 Onwards	The Committee Recommended that fleet services consider leasing vehicles and machinery rather than purchasing them outright to determine whether this	Scrutiny / Corporate Director – Communities	Recommendations circulated requesting response - to be provided.

**APPENDIX B**

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		could provide savings on maintenance and replacements and that evidence of this be provided in a written response to the Committee.		
31 January 2023	Capital Strategy 2023-24 Onwards	The Committee requested a Member's Briefing to assist Members' understanding of the Capital Strategy.	Scrutiny / Chief Officer - Finance, Performance and Change	Recommendations circulated requesting response - to be provided.
31 January 2023	Scrutiny Recommendations on Medium Term Financial Strategy 2023-24 to 2026-27 and Draft Budget Consultation	The Committee Recommended that all four Scrutiny Committees' recommendations be presented, unamended, to Cabinet as COSC's recommendations.	Scrutiny / Chair of COSC	<b>ACTIONED:</b> Recommendations formally reported to COSC and onward to Cabinet 7 February 2023 for consideration and response to be provided to COSC.
31 January 2023	Scrutiny Recommendations on Medium Term Financial Strategy 2023-24 to 2026-27 and Draft Budget Consultation	The Committee Recommended that there be an additional recommendation from COSC that there be a communication to residents to improve understanding of the purpose of reserves and earmarked reserves held by the Council.	Scrutiny / Chair of COSC	<b>ACTIONED:</b> Recommendations formally reported to COSC and onward to Cabinet 7 February 2023 for consideration and response to be provided to COSC.

**Forward Work Programme  
Subject Overview and Scrutiny Committee 1:**

**APPENDIX C**

<b><u>Date of Meeting:</u></b>	<b><u>Report Topics:</u></b>
Monday 4 July 9.30am	<ul style="list-style-type: none"> <li>- Corporate Parenting Champion Nomination report;</li> <li>- Nomination to the Public Service Board Scrutiny Panel report;</li> <li>- Draft Outline Forward Work Programme</li> </ul>
Monday 12 September 2.30pm	Meeting postponed for national period of mourning
Monday 10 October 11am	Pupil Attendance, Exclusions, Health and Safeguarding
Thursday 1 December 11am	Welsh in Education Strategic Plan (WESP)
Thursday 19 January 11am	Medium Term Financial Strategy 2022-23 to 2025-26 and Inflationary Pressures
Monday 13 March 11am	<ul style="list-style-type: none"> <li>- New Framework for Evaluation, Improvement and Accountability to Support the Curriculum for Wales</li> <li>- <b>Annual Local Authority Scrutiny Report - Central South Consortium 2021-22</b></li> </ul>
<b>To be scheduled as part of 2023/24 AFWP</b>	Upgrading of older school facilities that are not being replaced under School Modernisation.
Information report to be provided	English Language Schools' catchment areas / capacity.
Information report to be provided	Early Help Service Pressures

This page is intentionally left blank

**Draft Outline Forward Work Programme  
Subject Overview and Scrutiny Committee 2:**

**APPENDIX D**

<b><u>Date of Meeting:</u></b>	<b><u>Report Topics:</u></b>
Mon 11 July 9.30am	<ul style="list-style-type: none"> <li>- Corporate Parenting Champion Nomination report;</li> <li>- Nomination to the Public Service Board Scrutiny Panel report;</li> <li>- Draft Outline Forward Work Programme.</li> </ul>
Thurs 15 September 10am	Meeting postponed for national period of mourning
Thurs 3 November 10am	<ul style="list-style-type: none"> <li>- Care Inspectorate Wales (CIW) Performance Evaluation Report Of Childrens Social Care Services 23 - 27 May 2022</li> <li>- Call In of Cabinet Decision: Porthcawl Waterfront Regeneration: Appropriation of Land at Griffin Park and Sandy Bay</li> </ul>
Thurs 8 December 10am	<ul style="list-style-type: none"> <li>- Annual Report – Safeguarding of Children and Adults</li> <li>- Summary of Adult Services Inspection Reports</li> </ul>
Friday 20 January 1.30pm	<ul style="list-style-type: none"> <li>- Draft Medium Term Financial Strategy 2023-24 to 2026-27 and Budget Proposals</li> </ul>
Thurs 16 February 10am	<ul style="list-style-type: none"> <li>- <b>Adult Social Care Pressure Areas</b></li> <li>- <b>The Development of Learning Disability Services</b></li> </ul>
Mon 27 March 10am	<ul style="list-style-type: none"> <li>- <b>Child Practice Review and Progress with Action Plan</b></li> <li>- <b>CIW – Inspection Outcome Letter</b></li> </ul>
<b>To be scheduled as part of 2023/24 AFWP</b>	<ul style="list-style-type: none"> <li>- Early Intervention to Reduce Care Experienced Children and Key Pressures including Information, Advice and Assistance (IAA), Early Help and Edge of Care</li> <li>- Prevention and Wellbeing, Leisure (Halo) and Cultural Trusts (Awen) and Further Integration with BAVO.</li> <li>- Support for Young Carers and Adult Carers</li> <li>- Adult Mental Health</li> <li>- <b>Transition</b></li> <li>- Post 18 Housing and Financial Support for Care Experienced Children (Post Basic Income Pilot)</li> </ul>

This page is intentionally left blank

**Forward Work Programme  
Subject Overview and Scrutiny Committee 3:**

**APPENDIX E**

<b><u>Date of Meeting:</u></b>	<b><u>Report Topics:</u></b>
Monday 18 July 9.30am	<ul style="list-style-type: none"> <li>- Corporate Parenting Champion Nomination</li> <li>- Nomination to the Public Service Board Scrutiny Panel</li> <li>- Draft Outline Forward Work Programme</li> </ul>
Monday 26 September 4pm	<ul style="list-style-type: none"> <li>- Shared Prosperity Fund</li> <li>- Levelling Up Fund</li> </ul>
Monday 14 November 4pm	Housing / Homelessness Report to include RSL Invitees (Combined meeting of SOSOC 3 and COSOC)
Monday 12 December 4pm	Play Sufficiency Assessment
Monday 23 January 4pm	Draft Medium Term Financial Strategy 2023-24 to 2026-27 and Budget Proposals
Monday 20 February 4pm	Porthcawl Regeneration
Monday 17 April 4pm	<ul style="list-style-type: none"> <li>- <b>Homelessness Strategy</b></li> </ul>
<b>To be scheduled as part of 2023/24 AFWP</b>	<ul style="list-style-type: none"> <li>- <b>Bridgend 2030 Net Zero Carbon Strategy</b></li> <li>- <b>Local Biodiversity Action Plan</b></li> <li>- <b>Future Waste Services Work Streams</b></li> <li>- Corporate Joint Committees Regional Responsibilities</li> </ul>

This page is intentionally left blank



**Subject Overview & Scrutiny Committee 1**

**RECOMMENDATIONS MONITORING ACTION SHEET**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>
4 July 2022	Corporate Parenting Champion Nomination	Councillor Tim Thomas was nominated to represent Subject Overview and Scrutiny Committee 1 as an invitee to meetings of the Cabinet Committee Corporate Parenting.	Scrutiny / Chief Officer – Legal and Regulatory Services, HR and Corporate Policy	<b>ACTIONED</b> – Membership of Corporate Parenting Cabinet Committee updated and formally reported to Cabinet 19 July 2022.
4 July 2022	Nomination to the Public Service Board Scrutiny Panel	Councillor Richard Collins was nominated to sit on the Public Service Board Scrutiny Panel.	Scrutiny	<b>ACTIONED</b> – Membership of Public Service Board Scrutiny Panel updated and initial Briefing session arrangements underway.
4 July 2022	Forward Work Programme Update	With regard to the Pupil Attendance, Exclusions, Health and Safeguarding report scheduled for the meeting on 12 September, the Committee wished to look at: <ul style="list-style-type: none"> <li>• Pupil wellbeing from an attendance perspective and support in schools from Education Welfare Officers;</li> </ul>	Scrutiny / Corporate Director – Education and Family Support	<b>ACTIONED</b> - Feedback provided to Corporate Director – Education and Family Support to include focussed aspects in the scope of this report.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		<ul style="list-style-type: none"> <li>• How the Free school meal programme is being rolled out in schools across the county borough.</li> <li>• What support schools are getting particularly for care experienced children and are there effective lines of communication between schools and social services support.</li> <li>• In relation to increased referrals to Information Advice and Assistance (IAA) within the Multi-Agency Safeguarding Hub (MASH), the way in which referrals from schools to IAA are dealt with and the support in the team (and requested representatives from IAA / CAMHS in relation to pupil attendance /safeguarding), for the September report.</li> </ul>		
4 July 2022	Forward Work Programme Update	<p>The Committee recommended:</p> <ul style="list-style-type: none"> <li>• Wellbeing be revisited within a suitable time frame to monitor progress and support.</li> <li>• Sight of the Corporate Management Dashboard for the Education Directorate on a quarterly basis at the appropriate time.</li> <li>• The Committee requested that Pupil Wellbeing be included and monitored</li> </ul>	Scrutiny / Corporate Director – Education and Family Support	<b>ACTIONED</b> – response and information reports (EFS Mental Health Support and Performance Monitoring Update) circulated 29 November 2022.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		as part of the Directorate Performance Dashboard in future.		
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee Recommended that the Local Authority considers whether it can make safeguarding training mandatory for School Governors.	Scrutiny / Corporate Director – Education and Family Support / Group Manager Vulnerable Groups Support	<b>ACTIONED</b> – response and information circulated 16 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee Recommended that the Local Authority conduct a review of school pickup times by contracted transport providers and the impact on the safeguarding and well-being of pupils and staff.	Scrutiny / Corporate Director – Education and Family Support / Group Manager, Business Support	<b>ACTIONED</b> – response and information circulated 16 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee Recommended that the consistency of schools’ links visits by Police Liaison Officers be escalated to ensure contact and input with all schools.	Scrutiny / Corporate Director – Education and Family Support / Group Manager Vulnerable Groups Support	<b>ACTIONED</b> – response and information circulated 16 November 2022.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee Recommended that concern is expressed regarding communication delay when headteachers made safeguarding referrals and were waiting to receive information that they needed to receive quickly.	Scrutiny / Corporate Director – Social Services and Wellbeing / Deputy Head of Children’s Social Care	<b>ACTIONED</b> – response and information circulated 23 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee Recommended that the positives of wellbeing support in schools be shared across the county borough as best practice.	Scrutiny / Corporate Director – Education and Family Support	<b>ACTIONED</b> – response and information circulated 16 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee Recommended that the Corporate Director - Education and Family Support be requested to raise at the next Regional Partnership Board meeting the need for consistent community communication from the Health Board and a consistent message to schools for communicating with parents regarding Covid, to clarify the rules for whether pupils should attend.	Scrutiny / Corporate Director – Education and Family Support	<b>ACTIONED</b> – response and information circulated 16 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions,	The Committee Recommended that the human resource challenges are addressed	Scrutiny / Corporate	

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
	Health and Safeguarding	to enable provision of breakfasts in all schools, to meet the national legislative obligations set out by Welsh Government.	Director – Education and Family Support / Group Manager, Business Support	<b>ACTIONED</b> – response and information circulated 16 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee Recommended that concern is expressed regarding grants for school uniforms being monetary rather than voucher where the money is not being spent on uniforms, due to the cost-of-living pressures and children were attending school in old clothing or not in uniform.	Scrutiny / Corporate Director – Education and Family Support	<b>ACTIONED</b> – response and information circulated 16 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee requested a response on what wellbeing support was available for pupils taking examinations. and what support and information pupils could access regarding the War in Ukraine.	Scrutiny / Corporate Director – Education and Family Support / Group Manager Inclusion and School Improvement	<b>ACTIONED</b> – response and information circulated 16 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee requested what support and information pupils could access regarding the War in Ukraine.	Scrutiny / Corporate Director – Education and	<b>ACTIONED</b> – response and information circulated 16 November 2022.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
			Family Support / Group Manager Inclusion and School Improvement	
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee requested the consistent themes / concerns regarding exclusions and pupil non-attendance in secondary schools in more granular detail and the support mechanism in place to support the families.	Scrutiny / Corporate Director – Education and Family Support / Group Manager Vulnerable Groups Support	<b>ACTIONED</b> – response and information circulated 16 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee requested information regarding individual Schools’ waiting lists for counselling.	Scrutiny / Corporate Director – Education and Family Support / Group Manager - Family Support	<b>ACTIONED</b> – response and information circulated 16 November 2022.
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee requested exclusions data represented by percentage of pupil population per school / area.	Scrutiny / Corporate Director – Education and Family Support / Group Manager	<b>ACTIONED</b> – response and information circulated 16 November 2022.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
			Vulnerable Groups Support	
10 Oct 2022	Pupil Attendance, Exclusions, Health and Safeguarding	The Committee requested data regarding the extent of behaviour linked to undiagnosed mental health and ADHD, to include the waiting times for ADHD diagnosis and CAMHS.	Scrutiny / Corporate Director – Education and Family Support / Group Manager Inclusion and School Improvement	<b>ACTIONED</b> – response and information circulated 16 November 2022.
1 Dec 2022	Welsh in Education Strategic Plan (WESP)	That the Cabinet Member for Education raise with the Welsh Government Minister for Education whether there should be a change in legislation to allow for schools not in the Bridgend County Borough to be included in Bridgend catchment areas to ensure parents have availability close to their homes to transition their children from primary to secondary education.	Corporate Director – Education and Family Support / Cabinet Member for Education	Recommendation circulated requesting response - to be provided. Chased.
1 Dec 2022	Welsh in Education Strategic Plan (WESP)	A written response from the Cabinet Member for Education setting out how Members can feed into the Welsh in Education Forum to include detail on attending meetings and providing input.	Corporate Director – Education and Family Support / Cabinet Member for Education	Request circulated requesting response - to be provided. Chased.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
1 Dec 2022	Welsh in Education Strategic Plan (WESP)	A written response regarding the subgroups for the five-year Welsh in Education Strategic Plan (WESP) including an action plan and delivery timetable to enable the Committee to monitor in the future.	Scrutiny / Group Manager Learner Support	Request circulated requesting response - to be provided. Chased.
1 Dec 2022	Welsh in Education Strategic Plan (WESP)	The Governance and Action plan; visibility of projects mapped out to show routes of governance and how various projects will be monitored.	Director – Education and Family Support / Group Manager Learner Support	Request circulated requesting response - to be provided. Chased.
1 Dec 2022	Welsh in Education Strategic Plan (WESP)	An update, when appropriate, on the provision of Welsh Medium education in the South East of the County with input from the Corporate Director for Education and Family Support and written feedback from the Cabinet Member for Education following his meeting with the Welsh Government Minister for Education.	Director – Education and Family Support / Cabinet Member of Education	Request circulated requesting response - to be provided. Chased.
1 Dec 2022	Welsh in Education Strategic Plan (WESP)	Further information on the financial implications of the implementation of the WESP to include detail on what has been done thus far to source additional funding and from where and how future funding would be obtained to maintain the WESP Co-Ordinator position.	Director – Education and Family Support / Group Manager Learner Support	Request circulated requesting response - to be provided. Chased.
1 Dec 2022	Welsh in Education	Data on how many learners travel into County Borough from outside the catchment areas to attend the Welsh	Director – Education and Family Support /	Request circulated requesting response - to be provided. Chased.



Date of Meeting	Agenda Item	Action	Responsibility	Outcome
	Strategic Plan (WESP)	Medium Schools and more information on the support available to parents who would like their child(ren) to receive a Welsh Medium education or would like them to have the opportunity to develop the Welsh language in English Medium Schools.	Group Manager Learner Support	
1 Dec 2022	Welsh in Education Strategic Plan (WESP)	An update on the timescale for the refurbishment of Ysgol Gyfun Gymraeg Llangynwyd and its place in priority compared to all schools being considered for maintenance required.	Director – Education and Family Support	Request circulated requesting response - to be provided. Chased.
19 Jan 2023	Medium Term Financial Strategy 2023-24 to 2026-27	The Committee made recommendations, comments and requests.	Scrutiny / Chair of COSC	<b>ACTIONED-</b> Recommendations formally reported to COSC and onward to Cabinet 7 February 2023 for consideration and response to be provided to COSC.

This page is intentionally left blank

**Subject Overview and Scrutiny Committee 2**

**RECOMMENDATIONS MONITORING ACTION SHEET**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>
11 July 2022	Corporate Parenting Champion Nomination	Councillor Alan Wathan was nominated to represent Subject Overview and Scrutiny Committee 2 as an invitee to meetings of the Cabinet Committee Corporate Parenting.	Scrutiny / Chief Officer – Legal and Regulatory Services, HR and Corporate Policy	<b>ACTIONED</b> – Membership of Corporate Parenting Cabinet Committee updated and formally reported to Cabinet 19 July 2022.
11 July 2022	Nomination to the Public Service Board Scrutiny Panel	Councillor Paula Ford was nominated to sit on the Public Service Board Scrutiny Panel.	Scrutiny	<b>ACTIONED</b> – Membership of Public Service Board Scrutiny Panel updated and initial Briefing session arrangements underway.
11 July 2022	Forward Work Programme Update	The Chairperson proposed that a glossary of acronyms would assist Members.	Scrutiny	<b>ACTIONED</b> - response and information circulated to Members.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
3 November 2022	Care Inspectorate Wales (CIW) Performance Evaluation Report Of Childrens Social Care Services 23 - 27 May 2022	<p>The Committee proposed That the Chair of the Subject Overview and Scrutiny Committee 2 liaise with the Deputy Leader and Cabinet Member for Social Services and Early Help to identify:</p> <ul style="list-style-type: none"> <li>a) What Members can do to support the Council's promotion of recruitment into Bridgend Social Services; and</li> <li>b) What support the Committee can provide to the Deputy Leader and Cabinet Member for Social Services and Early Help in her discussions with Welsh Local Government Association regarding employment terms and conditions and pay.</li> </ul>	Scrutiny / Chair of SOSC 2	Awaiting Response from Engagement between Deputy Leader and Chair of SOSC 2.
3 November 2022	Care Inspectorate Wales (CIW) Performance Evaluation Report Of Childrens Social	The Committee requested a briefing note setting out the process of calls made to the Information, Advice and Assistance (IAA) Service to	Scrutiny / Corporate Director -Social Services and Wellbeing	<b>ACTIONED</b> - response and information circulated to Members on 8 February 2023.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
	Care Services 23 - 27 May 2022	include detail as to how or if these are being recorded and the responsibility of schools when making safeguarding referrals.		
3 November 2022	Care Inspectorate Wales (CIW) Performance Evaluation Report Of Childrens Social Care Services 23 - 27 May 2022	The Committee requested Detail of Social Worker current caseloads including the highest caseload attributed to any one Social Worker.	Scrutiny / Corporate Director -Social Services and Wellbeing	<b>ACTIONED</b> - response and information circulated to Members on 8 February 2023.
3 November 2022	Care Inspectorate Wales (CIW) Performance Evaluation Report Of Childrens Social Care Services 23 - 27 May 2022	The Committee requested how many Direct Payments have been applied for in the past 12 months and how many were made	Scrutiny / Corporate Director -Social Services and Wellbeing	Recommendations circulated requesting response - to be provided. Chased.
3 November 2022	Care Inspectorate Wales (CIW) Performance Evaluation Report Of Childrens Social Care Services 23 - 27 May 2022	The Committee requested the current waiting list for children awaiting help from the Youth Emotional Mental Health Team.	Scrutiny / Corporate Director -Social Services and Wellbeing	<b>ACTIONED</b> - response and information circulated to Members on 8 February 2023.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
3 November 2022	Call in of Cabinet Decision: Porthcawl Waterfront Regeneration: Appropriation of Land at Griffin Park and Sandy Bay	<p>The Committee concluded that the Decision would not be referred back to Cabinet but made the following Recommendation to Cabinet:</p> <p>a) That having regard to concerns expressed to Members by Porthcawl residents, views shared by public speakers and questions from Members, that Cabinet be requested that going forward for the next stages in the process that they involve Porthcawl Town Council, all stakeholders and the public in further consultation and engagement.</p>	Scrutiny/Chair of Committee	<b>ACTIONED</b> - Recommendation formally reported to Cabinet 17 January 2023 for consideration and response to be provided to SOSC 2.
8 December 2022	Update on the Care Inspectorate Wales Inspections of Bridgend County Borough Council's Regulated Services in Adult Social Care for 2022	The Committee requested that priority be given to rolling out Member Development Training in the New Year and work to pair up Members be expedited to allow Rota visits to children and adult residential provisions to recommence as soon as possible.	Scrutiny / Corporate Director of Social Services and Wellbeing / Head of Adult Social Care	Recommendations circulated requesting response - to be provided. Chased.
8 December 2022	Annual Report – Safeguarding of Children and Adults	The Committee welcomed the up-to-date information presented in the Annual Report – Safeguarding of Children and	Scrutiny / Corporate Director of Social	Recommendations circulated requesting response - to be provided. Chased.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		Adults and indicated their preference that future presentations of this report similarly cover the period October to September rather than April to March (financial year)	Services and Wellbeing	
8 December 2022	Annual Report – Safeguarding of Children and Adults	The Committee requested a list of Warm Hubs where Members can refer those in need.	Scrutiny / Corporate Director of Social Services and Wellbeing	<b>ACTIONED</b> - response and information circulated to Members on 22 December 2022.
8 December 2022	Annual Report – Safeguarding of Children and Adults	The Committee requested whether the weather stations positioned around the County could be used to deploy other services, particularly including services to assist the homeless.	Scrutiny / Chief Officer for Finance, Performance and Change	<b>ACTIONED</b> - response and information circulated to Members on 10 February 2023.
8 December 2022	Annual Report – Safeguarding of Children and Adults	The Committee requested An update on the rollout of the Welsh Government funding to support Warm Hubs.	Scrutiny / Chief Officer for Finance, Performance and Change	<b>ACTIONED</b> - response and information circulated to Members on 10 February 2023.
8 December 2022	Annual Report – Safeguarding of Children and Adults	The Committee requested, In relation to the Deprivation of Liberty Safeguards:  a. How many standard referrals were received and how many were authorised;	Scrutiny / Corporate Director of Social Services and Wellbeing	<b>ACTIONED</b> - response and information circulated to Members on 8 February 2023.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		b. How many urgent referrals were received and how many were authorised: c. How many referrals were withdrawn and the reasons why.		
8 December 2022	Annual Report – Safeguarding of Children and Adults	The Committee requested a link to the website setting out the purpose of the Regional Safeguarding Board and its policies and procedures.	Scrutiny / Corporate Director of Social Services and Wellbeing	<b>ACTIONED</b> - response and information circulated to Members on 8 February 2023.
8 December 2022	Annual Report – Safeguarding of Children and Adults	The Committee requested confirmation that a reminder of how to report safeguarding concerns has been circulated to staff and Members.	Scrutiny / Corporate Director of Social Services and Wellbeing	Recommendations circulated requesting response - to be provided. Chased.
20 January 2023	Medium Term Financial Strategy 2023-24 to 2026-27	The Committee recognised the physical and emotional demand on social care workers and recommended that Cabinet review the wages for social care workers, in light of external pressures and consider how to ensure that these staff feel appropriately supported and valued.	Scrutiny / Chair of COSC	<b>ACTIONED</b> - Recommendation formally reported to Cabinet 7 February 2023 for consideration and response to be provided to COSC.
20 January 2023	Medium Term Financial Strategy 2023-24 to 2026-27	The Committee noted that the majority of the budget pressures were within the Social Services and Wellbeing Directorate and,	Scrutiny / Chair of COSC	<b>ACTIONED</b> - Recommendation formally reported to Cabinet 7 February 2023 for consideration



Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		following detailed consideration and discussions with Officers and Cabinet Members, the Committee were content that they are sufficient and necessary.		and response to be provided to COSC.
16 February 2023	Adult Services Pressure Areas	Pending	Scrutiny	To be circulated for response.
16 February 2023	The Development of Learning Disability Services	Pending	Scrutiny	To be circulated for response.

This page is intentionally left blank

**Subject Overview and Scrutiny Committee 3**

**RECOMMENDATIONS MONITORING ACTION SHEET**

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>
18 July 2022	Corporate Parenting Champion Nomination	Councillor Jonathan Pratt was nominated to represent Subject Overview and Scrutiny Committee 3 as an invitee to meetings of the Cabinet Committee Corporate Parenting.	Scrutiny / Chief Officer – Legal and Regulatory Services, HR and Corporate Policy	<b>ACTIONED</b> – Membership of Corporate Parenting Cabinet Committee updated and formally reported to Cabinet 19 July 2022.
18 July 2022	Nomination to the Public Service Board Scrutiny Panel	Councillor Colin Davies was nominated to sit on the Public Service Board Scrutiny Panel.	Scrutiny	<b>ACTIONED</b> – Membership of Public Service Board Scrutiny Panel updated and initial Briefing session arrangements underway.
18 July 2022	Forward Work Programme Update	The Committee requested the following representatives be invited for the following reports scheduled for the September meeting: <ul style="list-style-type: none"> <li>- For the Shared Prosperity Fund report, the appropriate lead Officers.</li> <li>- For the Levelling Up Fund report, the appropriate lead Officers and a representative of Awen Cultural Trust, as management of the Grand Pavilion, Porthcawl.</li> </ul>	Scrutiny	<b>ACTIONED</b> – Requested Invitees have been invited to attend the September meeting of the Committee.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
26 Sep 2022	Shared Prosperity Fund	The Committee Recommended that concern is expressed over the risks involved of both insufficient funds to complete the project in addition to achieving the project proposals within the allocated time.	Scrutiny / Corporate Director, Communities / Group Manager – Economy, Natural Resources & Sustainability	Recommendations circulated requesting response - to be provided. Chased.
26 Sep 2022	Shared Prosperity Fund	The Committee Recommended that further concern is expressed regarding the lack of resources and expertise within the Directorate and its ability to cope with the additional work associated with the project. Members did not agree that it was appropriate to transfer staff from other roles and projects as this would be counterproductive. The Committee also noted that the landscape for Local Authorities applying for funding is changing with timescales being very limited and criteria issued at a late stage in the process, meaning the Authority has a narrow timeframe to develop and formalise substantial bids. The Committee therefore recommended that priority needs to be given to resources within the Communities directorate to ensure that not only is it able to successfully take forward this project, but to ensure that the infrastructures are in place to enable the	Scrutiny / Corporate Director, Communities / Group Manager – Economy, Natural Resources & Sustainability	Recommendations circulated requesting response - to be provided. Chased.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		<p>Authority to be best placed to apply and make the most of any future funding opportunities. As well as a strategic plan being developed, Members recommend that potential projects underneath this be drafted so that when the opportunity arises, they already have the basis for the application.</p>		
<p>26 Sep 2022</p>	<p>Shared Prosperity Fund</p>	<p>The Committee Recommended that strong concerns are expressed over the poor return that Bridgend County Borough had received in their allocation from the Shared Prosperity Fund (SPF) and the unfairness around the funding mechanism behind this. The Committee therefore agreed to write directly to those within the UK Government responsible for the SPF to highlight the issues including:</p> <ul style="list-style-type: none"> <li>a) The fact that the allocation does not take into account that Bridgend is one of the fastest growing areas in Wales;</li> <li>b) The limited time the Authority has had to both put together proposals and then to utilise the fund and achieve its aims, is unreasonable and potentially puts the project and public funds at risk.</li> </ul> <p>The Committee requested that this letter be copied to both local MPs; Dr Jamie Wallis and Chris Elmore.</p>	<p>Scrutiny / Chair of SOSC 3</p>	<p>Scrutiny requested contact details for the letter and will liaise with Chair of SOSC 3. Chased.</p>

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
26 Sep 2022	Shared Prosperity Fund	The Committee requested a copy of any presentation made to the Town and Community Council Forum on Bridgend's Local Investment Plan proposals.	Scrutiny / Corporate Director, Communities / Group Manager – Economy, Natural Resources & Sustainability	Recommendations circulated requesting response - to be provided. Chased.
26 Sep 2022	Shared Prosperity Fund	The Committee requested further information on how claims will be processed by RCT as the Lead Authority as well as detail on the reporting and accountability process.	Scrutiny / Corporate Director, Communities / Group Manager – Economy, Natural Resources & Sustainability	Recommendations circulated requesting response - to be provided. Chased.
26 Sept 2022	Shared Prosperity Fund	The Committee requested further detail on the project proposals when available including breakdowns of the funding within each proposal.	Scrutiny / Corporate Director, Communities / Group Manager – Economy, Natural Resources & Sustainability	Recommendations circulated requesting response - to be provided. Chased.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
26 Sep 2022	Shared Prosperity Fund	The Committee requested clarification as to whether there would be clawback on the funds should the outputs as set out in the proposals, not be achieved.	Scrutiny / Corporate Director, Communities / Group Manager – Economy, Natural Resources & Sustainability	Recommendations circulated requesting response - to be provided. Chased.
26 Sep 2022	Levelling Up Fund	The Committee Recommended similarly to the discussions around the SPF, concern is again expressed over the tight timescales surrounding the applications for the Levelling Up Fund as well as the timescales to complete the projects, particularly if there was no extension allowed. The Penprysg Railway Bridge was particularly at risk due to the level of work that this would involve to complete.	Scrutiny / Corporate Director, Communities / Group Manager Planning & Development Services	Recommendations circulated requesting response - to be provided. Chased.
26 Sep 2022	Levelling Up Fund	The Committee Recommended that they strongly supported the work around alternative or temporary arrangements and locations during the interim period of the Grand Pavilion in Porthcawl being closed. Particular emphasis, however, was placed on making sure Porthcawl would not lose footfall and revenue. Members	Scrutiny / Corporate Director, Communities / Group Manager Strategic Regeneration	Recommendations circulated requesting response - to be provided. Chased.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		<p>requested feedback on these plans and mitigating measures when available but furthermore recommended that as part of this work, a feasibility study be undertaken on the potential for a temporary facility being put in place in Porthcawl whilst the Pavilion is closed. The proposal was made to explore the option of utilising the Section 106 aspect of the development contract in relation to mitigate the impact of the building closure on the community.</p>		
26 Sep 2022	Levelling Up Fund	<p>The Committee requested the timeframe for the completion of the Maesteg Town Hall project. Concerns were raised about whether the Town Hall would be completed before the Grand Pavilion closed for redevelopment. Members also requested information on what this meant for Awen revenue.</p>	<p>Scrutiny / Corporate Director, Communities / Group Manager Strategic Regeneration</p>	<p>Recommendations circulated requesting response - to be provided. Chased.</p>
26 Sep 2022	Levelling Up Fund	<p>The Committee requested Further information (including a possible feasibility study requested in the above recommendations) on any proposed temporary facility and alternative arrangements whilst the Pavilion is closed.</p>	<p>Scrutiny / Corporate Director, Communities / Group Manager Strategic Regeneration</p>	<p>Recommendations circulated requesting response - to be provided. Chased.</p>



Date of Meeting	Agenda Item	Action	Responsibility	Outcome
26 Sep 2022	Levelling Up Fund	Concerns were expressed regarding the Penprysg Railway Bridge around funding, completion and the potential impact of heavy traffic in the area. The Committee requested a briefing paper once the project had been approved, illustrating the plans that were to be put in place to monitor and mitigate the impact of traffic on both sides of the proposed bridge. On the subject of parking in Porthcawl linked to redevelopment projects such as the Grand Pavilion and the aim to increase footfall in the area, the Committee were advised of a Parking study that was currently taking place in Porthcawl as part of its Regeneration and Placemaking plans. The Committee requested that they be involved in the development of a Strategic Transport Plan for Porthcawl and that this be added to the Committee's FWP.	Scrutiny / Corporate Director, Communities / Group Manager Planning & Development Services	Recommendations circulated requesting response - to be provided. Chased.
26 Sep 2022	Forward Work Programme Update	The Committee:  - expressed concern that taxis are only permitted to use the one DVSA accredited MOT station appointed by BCBC and that if the vehicle fails, the fixing work cannot be done there so the vehicle has to be booked in to another garage to get the fixing work	Scrutiny / Licensing Committee	<b>ACTIONED</b> – referred to Chair of Licensing Committee and Bridgend's Licensing Officer. Acknowledgement received that a paper would be brought to the Licensing Committee on this topic.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
		<p>completed, then rebooked in to the permitted MOT station for an additional fee and a further test, which can result in taxi's being off the road for longer, higher costs and a significant loss of earnings. The garage is also very busy with testing of South Wales Police and BCBC vehicles.</p> <ul style="list-style-type: none"> <li>- referred to other Local Authorities, e.g. Cardiff allowing the use of any DVSA accredited MOT station which makes things easier for operators and fairer for all DVSA registered MOT stations.</li> <li>- expressed concern about the potential further impact this may be having locally regarding the shortness of availability of taxis in the County Borough generally and particularly later at night.</li> <li>- queried how performance / reliability of taxi's was monitored through licence renewals or otherwise and how the Authority reviews cancellations, late night cancellations, availability after hours and what is being done to enable improvement and a reliable taxi fleet.</li> </ul> <p>The Committee referred the topic to the Licensing Committee for consideration and action.</p>		

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
14 Nov 2022	Housing Position Statement Report	That the Committee write to The Group Manager Planning and Development Services and ask how to ensure better consultation between Registered Social Landlords (RSLs) and housing developers regarding the types and corresponding numbers of accommodation being built and the prioritisation for properties for RSLs	Scrutiny / Group Manager – Development	<b>ACTIONED:</b> response and information circulated 23 February 2023.
14 Nov 2022	Housing Position Statement Report	The Committee further requested information on how many veterans/ex-service personnel have presented homeless to the Authority and requiring accommodation.	Housing Solution Manager	<b>ACTIONED:</b> response and information circulated 6 December 2022.
14 Nov 2022	Housing Position Statement Report	The Committee requested information from Development Control regarding previous social housing developments and how many social housing units had been diminished in return for 106 monies.	Scrutiny / Head of Partnerships Services	Information request circulated requesting response - to be provided. Chased.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
14 Nov 2022	Housing Position Statement Report	The Committee requested that the Registered Social Landlords (RSLs) be asked if they could possibly provide information about the availability of the Physical Adaptation Grant (PAG) and the impact it has on housing waiting lists for people with disabilities or awaiting Disabled Facilities Grants.	Scrutiny / Head of Partnerships Services	Information request circulated requesting response - to be provided. Chased.
12 Dec 2022	Play Sufficiency Assessment	The Committee recommended when seeking the views of Town and Community Councils, Officers be mindful of the timing of survey response deadlines, and seek to avoid traditionally busy times for Councils, such as the beginning of May, to ensure maximum engagement.	Scrutiny / Corporate Director Social Services and Wellbeing / Group Manager Sports and Physical Activity	Information request circulated requesting response - to be provided. Chased.
12 Dec 2022	Play Sufficiency Assessment	That consideration be given to whether there should be a mechanism in place to enable clubs/ organisations to use community facilities, such as sports pitches, out of hours, should the weather prevent them from using their usual facilities.	Scrutiny / Corporate Director Social Services and Wellbeing / Group Manager Sports and Physical Activity	Information request circulated requesting response - to be provided. Chased.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
12 Dec 2022	Play Sufficiency Assessment	The Committee recommended that consideration be given to how the partnership between Town and Community Councils and Bridgend County Borough Council could be strengthened to ensure more cohesion and a less transactional relationship.	Scrutiny / Corporate Director Social Services and Wellbeing / Group Manager Sports and Physical Activity	Information request circulated requesting response - to be provided. Chased.
12 Dec 2022	Play Sufficiency Assessment	That Officers reflect on how well known the procedure to arrange temporary road closures is and consider how the procedure can best be promoted.	Scrutiny / Corporate Director Social Services and Wellbeing / Group Manager Sports and Physical Activity	Information request circulated requesting response - to be provided. Chased.
12 Dec 2022	Play Sufficiency Assessment	That consideration be given to revisiting the objective of erecting signs such as Play Priority Signs and exploring with Registered Social Landlords the removal of existing No Ball Games signage where appropriate, to encourage more children to play outside their homes.	Scrutiny / Corporate Director Social Services and Wellbeing / Group Manager Sports and Physical Activity	Information request circulated requesting response - to be provided. Chased.

Date of Meeting	Agenda Item	Action	Responsibility	Outcome
12 Dec 2022	Play Sufficiency Assessment	The Committee requested the National Guidance on the 'One Council' approach and an explanation of what the 'One Council' process and aspirations are in relation to the report as well as how the model of strategic leadership within the Guidance functions.	Scrutiny / Corporate Director Social Services and Wellbeing / Group Manager Sports and Physical Activity	Information request circulated requesting response - to be provided. Chased.
12 Dec 2022	Play Sufficiency Assessment	The Committee requested confirmation of how the Local Authority engaged the views of 0-3 year olds or their families in the Family wellbeing survey for 0-3 years age groups conducted with partner schools.	Scrutiny / Corporate Director Social Services and Wellbeing / Group Manager Sports and Physical Activity	Information request circulated requesting response - to be provided. Chased.
23 Jan 2023	Medium Term Financial Strategy 2023-24 to 2026-27	The Committee made recommendations, comments, and requests.	Scrutiny / Chair of COSC	<b>ACTIONED:</b> Recommendations formally reported to COSC and onward to Cabinet 7 February 2023 for consideration and response to be provided to COSC.

<b>Date of Meeting</b>	<b>Agenda Item</b>	<b>Action</b>	<b>Responsibility</b>	<b>Outcome</b>
20 Feb 2023	Porthcawl Regeneration	Pending	Scrutiny	To be circulated for response.

This page is intentionally left blank