
COMMITTEE BUSINESS REPORT

Purpose of Report

1. This report seeks committee's approval for the draft Children & Young People (CYP) draft work programme 2023/24, as attached at **Appendix A**.
2. This report also updates Members on the terms of reference agreed by the Replacement Local Development Plan (RLDP) Joint Scrutiny Task and Finish Group, as set out in **Appendix B**.
3. This report also provides an update on the CYP **School Organisation Planning Task & Finish Group** and a reminder of **informal business** that have been sent to Committee Members outside of the formal committee.
4. This report also provides links to the scrutiny of **related matters by other scrutiny committees**, which aims to provide Members with further information in relation to the Committee's work.

CYP Work Programme 2023/24

5. The Council's Constitution (Scrutiny Procedure Rule 7) states that each Scrutiny Committee will set their own work programme. The Children & Young People Scrutiny Committee's terms of reference provides the Committee with the responsibility for the scrutiny of a number of specific service areas.

6. The attached draft calendar (at **Appendix A**) provides the Committee with the output from online discussions with Members on the work programme, following discussions at the CYP meeting on the 13 June 2023. As there were still single meeting issues to be rolled over from 2022/23, the Committee agreed that it would not require a formal work programming session, but to bring these issues forward. **Appendix A** also contains items that are due to be brought back to formal committee in 2023/24 and any known pre-decision items.
7. Therefore, the Committee is recommended to consider and agree the draft timetable of issues for the Committee as set out in **Appendix A**; and provide any further suggestions to be considered by the Committee during 2023/24.
8. For Members' information, the draft work programme has also been shared with Cabinet Members and senior officers across the Council for their views and input, and these are also reflected in **Appendix A**.

Replacement Local Development Plan (RLDP)

9. At its meeting on the 13^h June 2023, CYP Members considered a request from Scrutiny Chairs to nominate the Chair and 2 Members from each Scrutiny Committee to take part in a cross-scrutiny Inquiry as part of the next stage of the RLDP in relation to a consultation on the preferred strategic options.
10. Cllrs Bridgeman, Boes and S. Ahmed represent this committee.
11. The RLDP cross-committee group met on the 7th July 2023 to discuss how it could most effectively scrutinise this issue, given its breadth. The Group agreed that prioritising three topics of focus would be most effective; and that smaller sub-groups be established to undertake this work.

12. The three priority topics agreed were:

- Securing Planning Obligations/s106
- Public Transport
- Local and District Centres

13. The three sub-groups covering the above topics have been established and have met to agree a set of Terms of reference. These are attached at **Appendix B.**

14. The timescales which all 3 sub-groups are working to are as follows:

- Evidence Gathering – October 2023
- Drafting of key findings, recommendations and report – November 2023
- Agreement and sign off at Scrutiny – all committees – 5th – 13th December 2023
- Submission to Cabinet – 14th December 2023

15. Members are required to note the Terms of reference attached at **Appendix B.** The draft report arising from this Inquiry will be considered by the Committee at its meeting on 5th December 2023.

SOP Task & Finish Group

16. The SOP Task & Finish Group was established as a rolling Group to consider a number of School Organisation Planning proposals coming forward during 2022/23 and will continue to meet during the current year. Since the last committee business report (13th June 2023), there have not been any SOP Items to consider. However, at today's meeting, **all** Members will be considering two SOP Reports, namely:

- School Organisation Planning: Primary School Places To Serve Cathays And Parts Of Gabalfa, Heath, Llandaff North And Plasnewydd
- Fairwater Community Campus Band B Redevelopment

17. Whilst the two reports are being considered by the full committee, Members are to note that the SOP T&F Group will meet with Cllr Merry and the SOP Team on the 16 October 2023 to discuss the reports ahead of today's meeting. Those CYP Members in attendance (Cllrs Bridgeman and Hopkins) will have the opportunity to update Members at the pre meeting and at formal committee itself.

CYPSC – Informal Business

18. Due to the volume of items coming forward for the CYPSC Work Programme, sometimes the Chair will advise the Scrutiny Officer to send reports informally to Committee Members to invite their comments, views, observations and queries. These responses are collated and detailed in an output letter to the relevant Cabinet Member. The Chair agreed the following to be sent via this method.

- **Children's Service Quarter 1 Performance 2023/24** – this was distributed to CYPSC Members via email for comments on the 28 September 2023. No responses were received from Members. The next performance report is due to be brought to formal committee in December 2023.

Relevant Items considered by other Scrutiny Committees

19. To equip CYP Members with as much information as possible to assist them with their work, it has been agreed that relevant information considered by other Scrutiny Committees be distributed to Members for information and reference. The following have been considered recently and links to papers provided:

Community & Adult Services Scrutiny Committee – 18th September 2023

Members of this Scrutiny Committee were invited to join CASSC for consideration of the Local Authority Social Services Annual Report 2022/23. Contained in the papers were a number of reports that Members may find useful, namely:

- **Local Authority Social Services Annual Report Appendix 3 -**
Cardiff Council Social Services Annual Complaint, Compliments and Members Enquiries Report April 2022 – March 2023

Link to report: [Director of Social Services \(moderngov.co.uk\)](#)

- **Local Authority Social Services Annual Report Appendix 4 -**
Annual Report of the Corporate Safeguarding Board Cardiff Council 2022/23

Link to Report: [Appendix 4.pdf \(moderngov.co.uk\)](#)

Policy Review & Performance Scrutiny Committee – 20 September 2023

- Via the link below, Members are requested to consider Agenda Item 23
- **Budget Monitoring - Month 4 2023/24**

[Agenda for Policy Review and Performance Scrutiny Committee on Wednesday, 20th September, 2023, 4.30 pm : Cardiff Council \(moderngov.co.uk\)](#)

Way Forward

20. During the meeting, Members will have the opportunity to;

- Agree the draft CYP Work Programme 2023/24 (**Appendix A**)
- Note and agree the Terms of Reference for the RLDP Task & Finish Group (**Appendix B**)
- Note the progress in relation to the SOP Task & Finish Group.
- Note progress in relation to those Items distributed informally.
- Note related items considered by other Scrutiny Committees.

Legal Implications

21. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

22. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct financial implications at this stage in relation to any of the work programme.

However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATIONS

The Committee is recommended to:

1. Agree the draft CYP Work Programme 2023/24 (**Appendix A**)
2. Note and agree the Terms of Reference for the RLDP Task & Finish Group (**Appendix B**)
3. Note the progress in relation to the SOP Task & Finish Group.
4. Note progress in relation to those Items distributed informally.
5. Note related items considered by other Scrutiny Committees.

Davina Fiore

Director of Governance & Legal Services

10 October 2023