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Date 10 December 2015

My Ref SS/CYP/MJH  
Your Ref:

Councillor Sue Lent  
Deputy Leader and Cabinet Member for Families, Children and Early Years  
County Hall  
Atlantic Wharf  
CARDIFF  
CF10 4UW

Dear Sue

Thank you for attending Children and Young People Scrutiny Committee on 8 December 2015 to help introduce the **Quarter 2 Performance Information**. I would also like to thank Tony Young and Irfan Alam for their full and honest answers that were provided at the meeting. During the consideration of the reports and answers to Members' questions, the Committee identified a number of comments, concerns and recommendations, as follows:

The Committee welcomed the many improvements shown in the report's performance indicators and wished to ask that you pass on the Committee's thanks to the Departments staff for all their hard work in improving performance across the service. The Committee noted that many of the performance indicators were now consistently moving in the right direction, and that this had been helped by the stability of the management structure and the appointment of an Assistant Director for Children's Services.

The Committee did however, in the way forward section of the meeting, express their continued concern around the low performance in completing the Personal Education Plans (PEP) for children who were being looked after. The Members were aware of some of the reasons why the timeliness of the completion of PEP's is slipping, however Members did express their disappointed that quality had not yet improved. Can you please provide the Committee with the action plan and targets for the improvement of PEP's, so that progress can be monitored.

The Committee noted that there had been some delay in the development of the Cardiff and Vale Child Sexual Exploitation Strategy, by the Local Safeguarding Board. Members wish to reiterate their concern that the Council must to have the Strategy in place as soon as possible, and that it be made available for pre-decision scrutiny. The Members also noted that the Assistant Director had produced a "Campaign briefing paper" and the service had developed a "Safer Families" scheme. Member requested that copies of these to be made available, as they were very interested in both initiatives.

Finally the Committee agreed to undertake a "Deep Dive" investigation into the procurement process and due diligence around the Payment by Results contract, with Core Assets. Members would be pleased if you could liaise with scrutiny officers to facilitate this investigation.

I hope that these comments, advice and requests for information, will be of use and support in improving outcomes for children. The Committee looks forward to receiving the requested information listed above together with a positive response to this letter within the next month.

To recap, this letter requests several actions, and copies of briefings and documents as follows, and requires a response:

- Provide a copy of the action plan and targets for the improvement of Personal Education Plans for children who are looked after.
- Copies of the Campaign briefing paper and details of the “Safer Families” scheme, for Members.
- A draft copy of the Child Sexual Exploitation Strategy for pre-decision scrutiny as soon as it is available.
- Provide support for the Deep Dive investigation into the procurement process and due diligence of the payment by results Core Assets contract.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Richard Cook', with a horizontal line underneath it.

**COUNTY COUNCILLOR RICHARD COOK**  
**Chairperson – Children and Young People Scrutiny Committee**

CC: Tony Young, Director of Children’s Services  
Melanie Jackson - Personal Assistant to Deputy Leader  
Irfan Alam – Assistant Director of Social Services