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AGENDA

Committee CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

Date and Time of Meeting TUESDAY, 15 MARCH 2016, 4.30 PM

Venue COMMITTEE ROOM 4 - COUNTY HALL

Membership Councillor Richard Cook (Chairperson)
Councillors Boyle, Chaundy, Gordon, Joyce, Morgan, Murphy,
Dianne Rees and Lynda Thorne

Mrs P Arlotte (Roman Catholic representative), Carol Cobert (Church in Wales representative), Ms Catrin Lewis (Parent Governor Representative) and Mrs Hayley Smith (Parent Governor Representative)

Time approx.

1 Apologies for Absence 4.30 pm

2 Declarations of Interest

To be made at the start of the agenda item in question in accordance with the Members' Code of Conduct.

3 Minutes (Pages 1 - 8)

To approve the Minutes of the Meeting held on 12 January 2016.

4 Social Services and Well Being Act 2014 - Briefing Paper (Pages 9 - 18) 4.35 pm

This Report enables the Committee to be updated on the progress being made on the Information, Advice and Assistance Service.

- (a) Tony Young (Director Social Services) and Nicola Poole (Regional Lead – Sustainable Social Services) will introduce the briefing and be available to answer questions;
- (b) Questions from Committee Members;
- (c) The way forward for this item will be considered at the end of the meeting.

5 Children's Services Quarter 3 Performance Report (Pages 19 - 58) 5.15 pm

This Report enables the Committee to review and assess the performance of Children's Services across a number of key performance indicators.

- (a) Tony Young (Director Social Services) will introduce the briefing and be available to answer questions;
- (b) Questions from Committee Members;
- (c) The way forward for this item will be considered at the end of the meeting.

6 Education Quarter 3 Performance & Cardiff 2020 - "Aiming for Excellence" (Pages 59 - 76) 6.00 pm

This Report provides the Committee with an update on the corporate performance indicators for the Education Department, together with a verbal update on the Cardiff 2020 – Aiming for Excellence plan.

- (a) Councillor Sarah Merry (Cabinet Member for Education) will be in attendance and may wish to make a statement;
- (b) Nick Batchelar (Director of Education and Lifelong learning) will present the report and be available to answer any questions Members may have;
- (c) Questions from Committee Members;
- (d) The way forward for this item will be considered at the end of the meeting.

7 Budget Panel (Pages 77 - 84) 6.30 pm

To provide the Committee with the report from the recent Budget Panel Meeting.

- (a) Martyn Hutchings (Principal Scrutiny Officer) will briefly introduce the Panel's report;
- (b) Questions from Committee Members;
- (c) The way forward for this item will be considered at the end of the meeting.

8 Correspondence Report (Pages 85 - 180) 6.45 pm

To provide the Committee with copies of the correspondence sent and received since July 2015.

- (a) Martyn Hutchings (Principal Scrutiny Officer) will briefly introduce the report;
- (b) Questions from Committee Members.

9 Way Forward 7.00 pm

10 Date of next meeting

The date of the next meeting of the Children's and Young People Scrutiny Committee is Tuesday 19th April 2016 at 2.30 pm

David Marr

Interim Monitoring Officer

Date: Wednesday, 9 March 2016

Contact: Mandy Farnham,

029 2087 2618, Mandy.Farnham@cardiff.gov.uk

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CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

12 JANUARY 2016

Present: Councillor Richard Cook (Chairperson), Councillors Chaundy, Gordon, Joyce, Murphy, Dianne Rees and Lynda Thorne

Co-opted Members: Mrs P Arlotte (Roman Catholic representative), Carol Cobert (Church in Wales representative), Ms Catrin Lewis (Parent Governor Representative) and Mrs Hayley Smith (Parent Governor Representative)

58 : APOLOGIES FOR ABSENCE

Apologies were received from Councillors Joe Boyle and Derrick Morgan.

59 : DECLARATIONS OF INTEREST

The Chairperson reminded Members of their responsibility under Part 3 of the Members' Code of Conduct. There were no declarations of interest.

60 : MINUTES

The minutes of the Committee Meeting on 8 December 2015 were approved as a correct record and signed by the Chairperson.

61 : CARDIFF SCHOOLS ANNUAL REPORT

The Chairperson welcomed Councillor Sarah Merry, Cabinet Member for Education, Nick Batchelar, Director of Education and Lifelong Learning, Angela Kent, Head of Achievement and Inclusion, together with Hannah Woodhouse (Managing Director, Central South Consortium), John Hayes (Headteacher, Ysgol Gyfun Cymraeg Plasmawr), Helen Turner (Headteacher Pencaerau Primary School) and Kevin Tansley (Headteacher Ty Gwyn Special School).

The Chairperson invited Councillor Merry to make a statement. Councillor Merry informed the Committee that results had improved on the previous year and that in Key Stage 2 the rate of improvement had been faster than in any other authority in Wales. Councillor Merry advised that the draft Cardiff 2020 plan would be available in the spring.

The Director presented the report, advising that there had been continuing improvement in performance and in some areas the improvement had a continued at a faster rate than across Wales as a whole. However, as some outcomes were still not yet high enough it important that the picture continues to improve.

Angela Kent provided the Committee with information in relation to the 7 key messages contained in the report:

- Performance continues to improve but there remains too much variation between schools, particularly in the secondary sector;
- The performance of primary schools overall is relatively stronger than secondary schools overall;
- Improvements in challenge and support are making a difference overall but there are still a minority of schools causing concern;
- Leadership and Governance are key;
- Performance of Minority Ethnic Pupils is improving in secondary schools at a faster rate than White UK pupils;
- Whilst performance overall is improving the outcomes of some vulnerable groups needs strengthening;
- Girls' outcomes are higher than boys in most indicators but the performance of girls does not compare as well with national figures.

Kevin Tansley advised the Committee that the pupils at Ty Gwyn have to be treated as individuals because of their specific learning needs. Helen Turner was of the view that there had been great improvements; networking groups sharing best practice, pairing schools to share best practice and the development programmes that had been arranged by the Consortium. John Hayes was of the same view, but believed that the picture has changed over the last 5 years due to a number of factors including accountability, the interpretation of data and level 2 threshold improvements. Secondary schools are working hard to improve performance however, there is still more to be done.

The Chair invited questions and comments from Members:

- Members queried the need to categorise pupils by ethnicity as some pupils were now 2nd and 3rd generation and whether that information can be linked to schools underperforming, schools being in a deprived area or in schools where there are difficulties in the quality of leadership.
- Members questioned why the report did not contain information on the National Literacy and Numeracy tests which had been provided previously and whether the information should have been appended to this report.
- Members queried the underachievement of White UK pupils living in more deprived areas as opposed to the achievement figures for Minority Ethnic pupils and whether specific strategies were in place to address the issue and further, were there strategies to deal with specific underachievement in performance of White UK male pupils. Officers advised that from the data collated the numbers of underachieving White UK pupils are growing. Schools are now managing their own Ethnic Minority Achievement Service (EMAS) staff which allows them to target specific difficulties and specific pupils which is making a difference.

- Members were aware of the immersion initiative for pupils who wished to learn Welsh and queried whether a similar initiative could be developed for pupils who have English as an Additional Language. Officers advised that consideration is being given to a cluster of schools being able to undertake some sort of similar initiative.
- Members queried how long there has been an underperformance in attainment of girls in English and expressed concern at that information bearing in mind the general gender gap performance data.
- Members raised concerns as to whether or not the target for engaging more Governors will be reached. Officers advised that there has been a recruitment campaign and some strong Governors have been appointed but they are continually striving to attract new Governors.
- Members briefly discussed the use of extra resources for programmes such as Read Write Inc. Although it was noted that information as to School budgets has not yet been released.
- With reference to the Performance of SEN pupils Members queried to what extent that the performance results were cohort specific. Officers advised that they were cohort specific within the school, however, not across the Local Authority Area. Members also queried whether, in relation to the percentages provided, a break down can be provided in respect of the various needs of the pupils. Officers confirmed that that information could be provided.

The Chairperson thanked the Cabinet Member and officers for attending the meeting, their presentations and for answering Members' questions.

AGREED: That the Chairperson, on behalf of the Committee, writes to the Cabinet Member providing the Committee's comments and observations.

62 : CONSORTIUM DRAFT SELF-ASSESSMENT AND DRAFT BUSINESS PLAN 2016/17

The Chairperson welcomed Hannah Woodhouse, Interim Manager, South Central Wales Education Consortium (the Consortium) and Councillor Chris Elmore, Chairman of the Consortium Joint Committee, Nick Batchelar, Director Education & Lifelong Learning and Angela Kent, Head of Achievement and Inclusion to the meeting.

Hannah Woodhouse presented the two reports, namely:

- Draft Self Evaluation Report which included an explanation of the positive features and also areas for improvement across the three key areas, namely Outcomes, School Improvement Service and Leadership; and
- Draft Business Plan for 2016/2017 which includes the Consortium's vision by 2018 and the priorities for improvement in 2016/2017.

The Chairperson thanked Hannah Woodhouse and Councillor Elmore for their presentation and invited questions and comments from the Committee:

- HW advised Members that the Consortium is to be the subject of an Estyn Inspection.
- Members noted that whilst the Business Plan was very laudable, concern was raised that it was inconsistent in depth. Members provided an example; page 108 under the heading to reduce the variations in performance between schools '*Secure improvement at pace in red and amber support schools reflecting what works through effective intervention*'. Other actions have a more detailed narrative.
- Members raised concern that the number of NEETs in Cardiff was not reducing and queried the role of the Challenge Advisors, particular as this had been addressed at previous meetings. Members were advised that the Challenge Advisors are now provided with more regular detailed information, and a vulnerability assessment profile used to identify those more likely to become NEET.
- Members queried whether the Business Plan does address the concerns that have been raised and were advised that self-evaluations are carried out, particularly on the basis that there is information from 5 Local Authorities. The Director advised Members that in due course, Cardiff 2020, an ambitious strategy which goes beyond the Consortium and matches the demands of the local economy and demographic changes, will be implemented.
- Members questioned the access to and use of pupil data by the Consortium and were advised that there were difficulties in both, partly due to there being no consistent approach to storing the information across the different Authorities.
- Members were advised that a recruitment drive is currently ongoing to specifically for both Headteachers and Maths teachers.

The Chairperson thanked Hannah Woodhouse, Councillor Elmore and Officers for attending the meeting, their presentations and for answering Members' questions. AGREED: That the Chairperson writes to the Central South Consortium providing the Committees comments and observations.

63 : PREVENT STRATEGY

The Chairperson welcomed Carl Davies, Home Office Prevent Coordinator, and Barrie Phillips, Wales HE/FE Prevent Co-Ordinator.

The purpose was to provide the Committee with a verbal briefing on the Prevent Strategy's key objectives and projects covered.

The Chairperson invited questions and comments from Members.

- Members queried what practical tips were available to try and assess who may be vulnerable and were advised that the WRAP training and the 'Train the Trainer' workshops referred to in the presentation provides information as to general vulnerability. The Local Government Association has also published a leaflet 'Leading the preventing violent extremism agenda – a role made for Councillors'.
- Members were advised that an increase in religious practices, for example those attending prayers, and learning the Quran or an increase in those were traditional dress is not in itself a concern. Faith and religious differences have to be respected and it is important to ensure that certain parts of society are not marginalised and that there is respect and tolerance of all.
- Members queried their role and requested that training be developed specifically for Councillors to enable them to be prepared to address any issues which their constituents raise.
- Members were advised that there were still a number of unregistered schools, for example independent schools are not specified authorities in accordance with the Counter Terrorism and Security Act 2015. Members felt that the strategy should include those schools.
- Members were advised that the Prevent Strategy Toolkit would be available within a few weeks, a copy of that could be provided together with the latest guidance.

The Chairperson thanked Mr Davies and Mr Phillips for their attendance at the meeting and answering Members questions.

AGREED: That the Chairperson, on behalf of the Committee, writes to the Mr Davies with the Committee's comments and observations.

64 : SOCIAL SERVICES AND WELL BEING ACT (WALES) 2014 BRIEFING PAPER

The Chairperson welcomed Tony Young, Director Social Services and Nicola Poole, Regional Lead, Sustainable Social Services to the Meeting to present the report and to provide the Committee with an update on the progress being made to ensure the Council is prepared to implement the Social Services and Well-being (Wales) Act 2014.

The Chairperson invited questions and comments from Members.

- Members expressed concern that in the Governance section of the briefing there was no reference to any involvement by the Scrutiny Committee and Members felt that the structure should be amended to show that.
- The Director advised that additional funding will be sought in order to contribute to the costs in the implementation of the Act.

The Chairperson thanked the Officers for attending the meeting, their presentations and for answering Members' questions.

AGREED: That the Chairperson, on behalf of the Committee, writes to the Cabinet Member providing the Committee's comments and observations.

65 : PLAY SERVICE BRIEFING PAPER

The Chairperson welcomed Councillor Peter Bradbury, (Cabinet Member, Community Development, Co-operatives and Social Enterprise), and Andrew Gregory (Director, City Operations), Malcom Stammers (Operational Manager, Leisure and Play) and Jane Clemence (Active Communities Officer).

The purpose of the report was to allow Members to undertake the scrutiny of the New Delivery Model for Children's Play which is to be considered by Cabinet in due course.

The Chairperson invited Councillor Bradbury to make a statement. Councillor Bradbury informed the Committee that it is clear that there needs to be a sustainable option and that the pledge made at the time of the Budget Council meeting last year still stands. Councillor Bradbury advised the Committee that Play Services will be provided until the new model play service is in place.

The Director and officers gave the presentation, following which the Chairperson invited questions and comments from the Committee.

- Members were advised that Play Centres would not be closed whilst are being finalised in relation to potential asset transfers and it is intended that the transfers take place by 31.03.16.
- Concern was raised in relation to the suggested possible venues in the Cardiff West area, however, Members were advised that the list of venues had not yet been finalised and was therefore subject to change.
- Members were advised that there are successful play schemes in other areas based on this model. Further, that no decision had been made by Cabinet at this time.

The Chairperson welcomed Wendy Ford (Grangetown Play Centre) and Linda Sullivan (Ely Play Centre) to make a statement on their experiences on the changes being made to the play service:

Wendy Ford and Linda Sullivan advised the Members of the following:

- WF was not a play worker, she was a volunteer although she worked in Education;
- WF believed that the use of a peripatetic team will not work as she believed that it would be too structured;
- Some of the premises were not suitable;

- WF had spoken to volunteers and other people involved at other centres who had expressed concern that they felt that they were being forced in to preparing business plans and that those plans had to be in place by 31 March 2016, and that they had had very little, if any, support;
- LF expressed concern that the volunteers were aware of the problems being faced by children in their own areas and had worked hard at creating a trusting environment for them at the local centre and this would be unsustainable with the new system;
- They did not want to be in a position of running such a Play Scheme, they felt that it should be done by qualified staff;
- Whilst some centres feel that they have not had enough support in preparing the business plan LF had received a great deal of support from ACE.

The Chairperson thanked the Cabinet Member, Officers, Wendy Ford and Linda Sullivan for attending the meeting.

AGREED: That the Chairperson, on behalf of the Committee, writes to the Cabinet Member providing the Committee's comments and observations.

66 : DATE OF NEXT MEETING

The date of the next meeting of the Children & Young People Scrutiny Committee is the Budget Meeting on Tuesday 16 February 2016 @ 10.00 am.

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**CITY AND COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

15 March 2016

**UPDATE ON THE IMPLEMENTATION OF THE SOCIAL SERVICES and WELL -
BEING (WALES) ACT 2014 - THE INFORMATION, ADVICE AND ASSISTANCE
SERVICE BRIEFING**

Purpose of Report

1. This report provides Committee with a briefing on the progress being made to ensure the Council is prepared to implement the Social Services and Well- being (Wales) Act 2014 around the Information, Advice and Assistance service.

Background

2. The Committee has previously received briefings in January and July 2015 and January 2016 providing an update on progress with the preparations for the Act.

These briefings included:

- an implementation timeline and self- assessment of readiness;
- information on the implications of the Act for Social Services and the wider Council;
- details of the advice and support available to assist Councils in implementing the Act;
- details on the various statutory codes of guidance and regulations that Welsh Government were enacting to support the primary legislation;
- the Cardiff and Vale Social Care and Workforce Development Plan, which will ensure the workforce receive the information they need to deliver the changes the Act requires;
- Information that a Regional Steering Group has been established to oversee and monitor the preparations for implementing the Act and reports to the

Integrated Health and Social Care Governance Board, so that all partners are kept up to date on progress;

- An updated Regional Implementation Plan, which reflects the nine work streams being delivered through the Sustainable Social Services Programme and includes a risk assessment of the tasks required to implement the Act; and
 - The governance structure together with regional task and finish groups for each work stream and lead co-ordinating officers.
3. In addition four national work groups have been established to share best practice and produce consistent material on an all Wales basis. Cardiff and the Vale region have appointed officers to contribute to each of these groups. They are helping with the development of national checklists and, where possible, avoidance of duplication.
4. At the meeting in January 2016 Committee asked for further update briefings on different areas of change.

Update and Issues

5. The Act establishes four key principles and these can be summarised as:
- We must support people who have care and support needs to achieve **well-being**.
 - **People** are to be put at the heart of the new system by giving them an equal say in the support they receive.
 - **Partnership** and co-operation must drive service delivery.
 - Services will promote the **Prevention** of escalating need and ensure that the right help is available at the right time
6. New services are being developed to work towards these principles. Part 2 of the Act sets out a duty on local authorities, with support from their local health boards, to ensure the provision of an information, advice and assistance service for all people

in their area, not just people who have an immediate need for care and support. This service will be designed to ensure that people can get access to the right help at the right time to meet their individual situation.

7. The Information, Advice and Assistance Service (the Service) is central to the success of the transition to the care and support system under the Act. **Appendix 1** contains a draft diagram that sets out what this service will include across the Cardiff and Vale region. The development of this Service is still work in progress as the Council secures improved understanding of what is required and what currently exists.
8. The Service must promote early intervention and prevention to ensure that people of all ages can be better supported to achieve their personal outcomes, and explore options for meeting their care and support needs. This Service will provide a preventative service in its own right through the provision of high quality and timely information, advice and assistance. It will be easy to use, welcoming and informative aiming to reach people before crisis point and offering early intervention and prevention.
9. An important part of this Service will be the Council's First Points of Contact for Adult and Children's Social Care Services. There will be a single contact telephone number and email address for all enquiries relating to Adults and one for Children.
10. A First Point of Contact for Adults has been in place since 1 October 2015 and has been taking calls and sign posting people to access the most appropriate service to enable them to remain independent in their own home for as long as possible, through the use of preventative intervention services. Staff will be receiving further training so that they are clear when people need to be referred for a specialist assessment if this is required and also how to carry out a proportionate assessment of need.
11. There is still work to be done to fully meet the requirements of the Act. The Council has recently been working with the Social Services Improvement Agency to pilot a new training course that will equip contact officers to take time to hold a 'Better

Conversation' in line with the principles in the Act to find out what personal outcomes are important to them.

12. A new single number First Point of Contact is being developed for Children's Services, and until this comes into effect the Children's Access Point (CAP), Families First and Families Information Service will form an important part of a First Point of Contact for Children's Services. Staff at these contact points will also be receiving further training to ensure they are able to complete proportionate assessments as required.

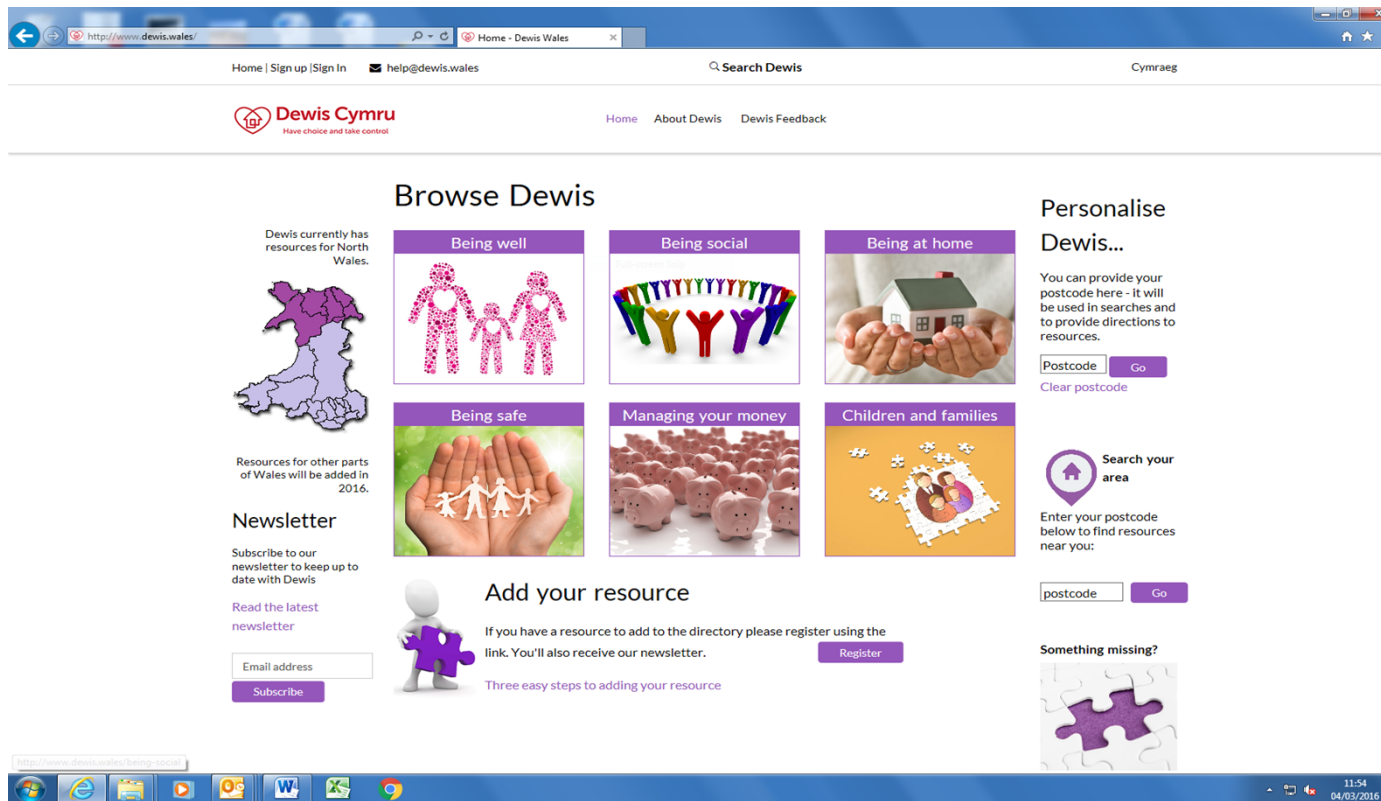
13. It is vital that any information provided to people is accurate and up to date. A new national resource directory is being developed and it will help people to obtain the information they need at any time, either at home using the internet or by contacting a single telephone number or email address. This resource directory will be available across Wales and its success will depend on local authorities, health boards, third sector and the independent sector uploading details of the resources they provide to assist people looking for care and support. This national information portal for Wales has been named Dewis Cymru. It already exists for residents in North Wales, helping people to think about their well-being needs and to find services/resources who can assist them. Dewis can be accessed via www.Dewis.Wales or www.Dewis.Cymru.

14. Content on the site is organised under a range of themes, which were developed in consultation with citizens. These are:

- Being well
- Being at home
- Being social
- Being safe
- Managing your money
- Children and families.

15. Figure 1 below provides an image of the front page of Dews Cymru. Work on establishing the regional content for the Vale and Cardiff is progressing well.

Figure 1 – Home Page of Dewis Cymru



16. The Care Council for Wales has developed an Information and Learning hub designed to be a one-stop-shop for a wide range of resources produced to support social care professionals as they implement the legislation in their day to day work. This Hub is updated constantly, with new information and learning materials being added, it can be accessed via <http://www.ccwales.org.uk/getting-in-on-the-act-hub>

Scope of Scrutiny

17. The scope of this scrutiny is to consider the implementation of the Social Services and Well Being (Wales) Act 2014, and to pass on any observations, comments or recommendations to the Director of Social Services, and cover:

- the progress being made to undertake this area of the Implementation Plan;
- any identified risks and the appropriateness of any proposed countermeasure;

- The effectiveness of the implementation plan in addressing the requirements of the Social Services and Well Being (Wales) Act 2014.

Way Forward

18. Tony Young (Director of Social Services) and Nichola Poole (Regional Lead – Sustainable Social Services) have been invited to Committee present the briefing and answer any questions Members may have.
19. Members are invited to consider the information set out in this report and to identify any issues on which they would wish to receive further information.

Legal Implications

20. 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

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 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. These financial implications will need to be considered before any changes are implemented. 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. Consider this briefing paper and provide comments or advice to the Cabinet Member and Director of Social Services.

DAVID MARR
Interim Monitoring Officer
8 March 2016

TONY YOUNG
Director of Social Services

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IAA Services Cardiff & Vale Region

CARDIFF COUNCIL

VALE OF GLAMORGAN COUNCIL

FPoC Adult Services

Communities FPoC Officers

Social Work Teams

Learning Disabilities

Mental Health

FPoC Childrens Services FIS/Families First Helpline

FPoC Childrens Services FIS/CYPS Reception/Families First Helpline

SPoA Adult Services Leisure Centre

Third Sector Brokerage

C & V Health Services

Telecare

SW Team

Learning Disabilities Team

Mental Health Team

Recording of Information National Information Portal/Websites

LOCAL AUTHORITY

HEALTH

THIRD SECTOR

INDEPENDENT SECTOR

Other Statutory Agencies

C2C & C1V

Comms Hubs

Libraries

Leisure Centres

Housing

Education/Schools

Patient Information

UHB

Carer Support Officers

Public Health Wales

Primary & Community Health

Community Pharmacies

C3SC

GVS

Registered Social Landlords

Care Homes

Care Agencies

Probation

Police

White Mail

Text

E-mail

Telephone

Face to face

Internet

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**CITY AND COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**

CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE

15 MARCH 2016

CHILDREN'S SERVICES PERFORMANCE MANAGEMENT INFORMATION

REASON FOR THE REPORT

1. The Children and Young People Scrutiny Committee is responsible for scrutinising the performance of Children's (social) Services. This report sets out performance data outlining progress against the objectives aligned to the social theme for the quarter ending 31 December 2015.

BACKGROUND

2. The ongoing development of the Cardiff Performance Management Framework has brought into line the monitoring and evaluation of progress against the key objectives as set out in the Corporate Plan and the performance indicators set to assist in the understanding of the overall performance position of the Council. This range of performance data relating to Children's Services is contained in **Appendix B** to this report.
3. The Cabinet have identified that the delivery of their key priorities and the Council's performance against key indicators should be the focus of future quarterly reports. Quarterly reports are prepared on that basis, allowing for trend analysis to be undertaken on an appropriate basket of indicators and the effective delivery of the Administration's key priorities as attached at **Appendix A**.
4. The performance report attached at **Appendix B** has been constructed to highlight the progress made in delivering the key objectives, associated performance indicators, and commentaries that help to identify progress, issues and actions planned where the trend in performance is falling. To make the information in the performance report clearer, each indicator is accompanied by an arrow, and in some cases, a happy, indifferent or sad face.
5. For your information, these symbols represent the following:
 - The face symbol shows whether performance is likely, unlikely to, or may meet the target set for the year.
 - The arrow direction shows whether performance has declined, has been sustained or improved when compared with an appropriate previous period.
6. At the meeting officers will be present to explain the performance information to the Committee, to highlight performance issues, and to answer questions that Members might have.

7. In total Children's Services have 47 national performance indicators, of which the Welsh Government have identified 11 as wither National Strategic Indicators (NSIs) or Performance Accountability Measures (PAMs). Where relevant, the narrative in the report that follows indicates the status of an NSI or PAM indicator.

PERFORMANCE DURING QUARTER 3: OCTOBER TO DECEMBER 2015

8. Performance is being reported against the following corporate outcomes:

People in Cardiff are safe and feel safe
People achieve their full potential
People in Cardiff are healthy
Cardiff is fair, just and inclusive

9. The Service has three main functions:

- a. Promoting the welfare of children in need
- b. Safeguarding children
- c. Improving outcomes for looked after children

OVERVIEW OF QUARTER 3 PERFORMANCE

10. Quarter 2 was a particularly strong quarter for Children's Services and while there has been progress in Quarter 3, there has also been slippage in some areas.
11. For example, recording of decisions on referrals decreased from 94% in Quarter 2 to 88% in Quarter 3. Timely completion of initial assessments decreased from 92% in Quarter 2 to 83% in Quarter 3. Despite this decrease, the 80% target was met for only the second time since Quarter 3 2007-08. Further detail is included in paragraph 25. There was also a decrease in the percentage of children who were seen by a social worker during their initial assessment (PAM) – from 67% in Quarter 2 to 58% in Quarter 3.
12. Timeliness of initial child protection conferences decreased from 99% to 93%, but is still on course to meet the 92% target. Recording of initial care plans for looked after children decreased to 78% from 81% in Quarter 2, and timeliness of permanence plans for looked after children decreased from 97% to 74%. The reasons for the decrease in relation to permanence plans are currently being investigated.
13. There was improvement in relation to timeliness of core assessments with performance reaching 79% for Quarter 3 (from 75% in Quarter 2). Performance in both November and December was in excess of the 80% target.
14. Timeliness of initial core groups increased to 98% in Quarter 3 from 97% in Quarter 2 and timeliness of child protection reviews was 100%.
15. Work to progress the Directorate's business plan has continued and key areas of progress include:

- a. Implementation of Multi Agency Safeguarding Hub (MASH) - there has been significant progress during Quarter 3 including:
 - Project Board / Team established and Project Brief signed off.
 - Governance arrangements agreed; project plan being implemented.
 - MASH accommodation agreed as Cardiff Bay Police Station.
 - Information Sharing Protocol development underway.
 - Operating model agreed.
 - Staff composition agreed for MASH (met with Trade Unions).
 - Vetting process for staff commenced.
 - ICT infrastructure agreed.
 - Information sharing platform / IT solution developments are in process.

 - b. Early Help Strategy - launched during Quarter 3 and is being implemented. The Prevention & Partnership Improvement Project Manager is in post and the following developments made:
 - A pilot of the Joint Assessment Family Framework (JAFF) has commenced which will shape the future JAFF and Family Plan.
 - The Rapid Response pilot was reviewed with a decision to continue the service and expand capacity.
 - Work has commenced with Strategic Estates to identify accommodation for the Adolescent Resource Centre (ARC).
 - Questionnaire has been developed for a market sounding exercise on the respite care element of the ARC.

 - c. Single gateway for young people aged 16 or above to access direct housing, advice and support - went live in Quarter 3, the impact of which will be monitored in Quarter 4.

 - d. Remodelling of Children's Services - decision taken to work with families adopting a Restorative Approach which is consistent with our partners who work within early intervention and prevention services, but to compliment this approach with the Signs of Safety Framework. Proposed structure developed and OM roles are with Hay for evaluation. In relation to services for disabled children – the Change Manager is in post and the project documentation has been developed.
16. There has been some slippage in progress against some of the milestones in the Corporate Plan relating to the Child Sexual Exploitation (CSE) Strategy, work with Education to improve educational outcomes for looked after children and care leavers and the Workforce Strategy. The CSE Strategy has been drafted in readiness for sign off by Cabinet in Quarter 4. An interim CSE manager and permanent CSE co-ordinator have been appointed and are in post. Once approved, the interim CSE manager will lead on the implementation of the CSE Strategy. The training needs analysis for Children's Services and partner agencies has been extended to include consideration of the volume of CSE cases, categories of risk and an analysis of perpetrators. This is to ensure that the training provision reflects the complexity of the issues. In relation to work with Education, following concerns raised in Quarter 2 regarding performance in relation to timeliness of Personal Education Plans for looked after children, information available in Quarter 3 shows no improvement to date. New arrangements have been established to provide Operational and Team Managers with information that enables them to proactively monitor PEPs. It is too early to say whether these new arrangements have resulted

in improved performance. Work on the Children's Services Workforce Strategy is ongoing and is on target to be signed off and an implementation plan agreed in Quarter 4.

17. There has also been some slippage in progress against some of the milestones in the Children's Services Plan relating to:
 - a. Improving the quality of referrals - the review of the Multi-Agency Referral Form planned for Quarter 2 has been integrated with work being undertaken in relation to the Social Services & Wellbeing (Wales) Act. Consideration is being given to adopting the Cwm Taf form which takes account of the National Minimum Core Data Set.
 - b. Safeguarding monitoring requirements - work on the development of a suite of performance measures and mechanisms for reporting continues and is due for completion early in Quarter 1 2016-17.
 - c. YOS collaborative working - the absence of any certainty about the future of Local Authority boundaries until the recent publication of the Local Government (Wales) Bill has been an obstacle to progress. Added to which, the Youth Offending Service (YOS) was subject to a comprehensive external inspection during Quarter 3. The Chief Executive and Police & Crime Commissioner commissioned a review of YOS governance which has now made recommendations for improvement. A refresh of the governance arrangements is now underway with the Chief Executive as Chair of the Management Board. Progress in relation to the merger will be considered in that context.
 - d. Corporate Parenting Strategy - will be considered by Cabinet in Quarter 4 and the launch will follow shortly after.
 - e. Re-commissioning of the Supervised Contact Service - evaluation completed and tender exercise undertaken – decision to award contract expected early in Quarter 4. Currently on target for revised launch date in Quarter 1 2016-17.
 - f. Enhanced Fostering Scheme - following concerns raised in Quarter 2 regarding the capacity of the provider to deliver on its commitments, the decision was taken in Quarter 3 to end the contract due to a lack of suitable placements. The following actions are being taken as a result:
 - Identification of alternative placements for young people to facilitate return to Cardiff.
 - Review of future arrangements to meet the needs of this cohort.
 - Review the financial impact arising from withdrawal of the scheme.
 - g. Welsh bilingual service - operational pressures have made the completion of the Linguistic Assessments more difficult. Managers will focus on completing them in Quarter 4.
 - h. Savings - the month 9 position for Childrens Services shows an overspend of £1.59m (3.4%) against a budget of £46.6m. As in previous years, there is ongoing pressure on external commissioning budgets, notably in relation to fostering placements. The position also reflects current projections in relation to the savings targets set for the service in 2015/16. The latest position shows an

anticipated shortfall of £1.1m in relation to the savings target, although work is ongoing to reduce the number of high cost out of area placements.

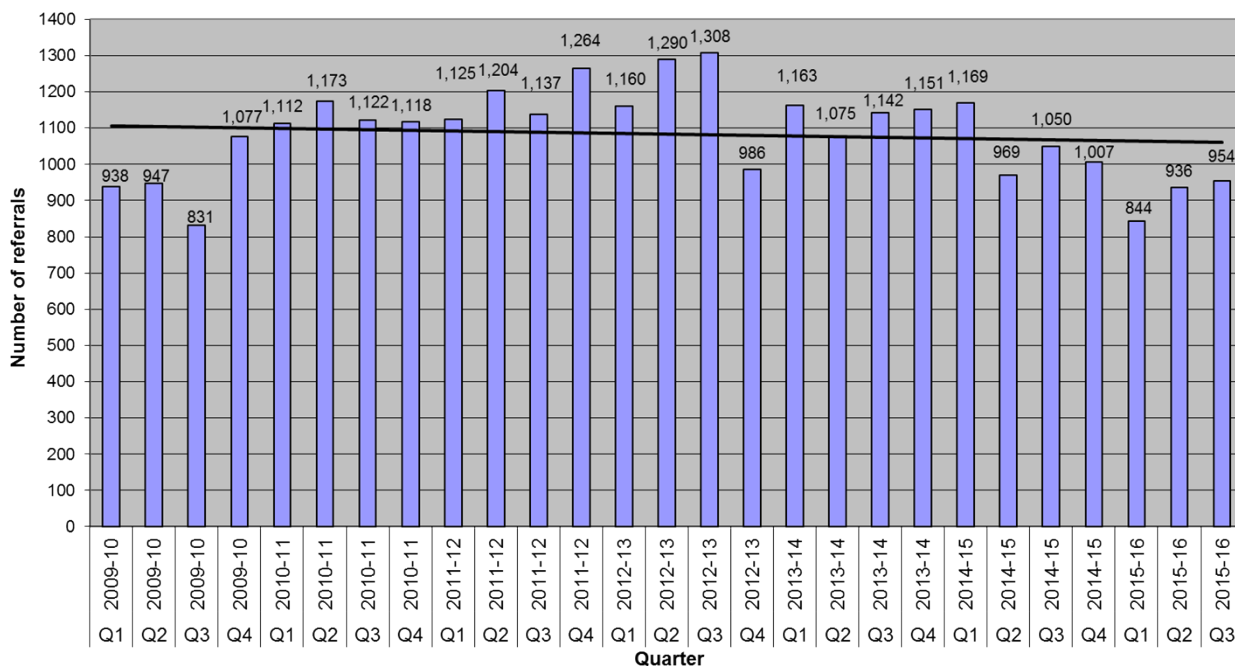
- i. Quality Assurance Framework - milestones associated with the development of the Quality Assurance Framework have been revised due to capacity issues. A Quality Assurance Officer post has been established and the recruitment process is underway. Implementation of the Framework is planned for Quarter 1 2016-17.
18. As a result of the success of the Children's Services Improvement Board in supporting accelerated improvement in response to the Director's 2013 diagnostic, it has been agreed that this can be stood down as previously constituted. This reflects the fact that ongoing improvement work is now better integrated into the corporate Organisational Develop Programme in order to draw on corporate and cross Directorate resources more effectively and will simply continue on a mainstreamed business as usual part of the Social Services Directorate.
 19. The Children's Social Services Improvement Board has been replaced by an Improvement Board for Services to Children. This reflects the greater confidence across the board that the internal change and improvement secured to date enables us to raise our focus toward a much broader and more strategic agenda with key partners. The new Board met for the first time on 8th January and is chaired by the Council's Chief Executive. The Board will also oversee the recently launched Early Help Strategy to ensure effective partner buy in at the earliest stages of the lives of all children.

DETAILED COMMENTARY

A) PROMOTING THE WELFARE OF CHILDREN IN NEED

20. Children's Services received 954 referrals in Quarter 3 (Referrals 1) compared with 936 in Quarter 2. A detailed breakdown of contacts and referrals is provided at **Appendix C** for the Committee's information. This report shows the source of the 7,976 contacts received by Children's Services during Quarter 3, along with the outcome and a summary of the trend over the last 2 years. Similar information is provided for the 954 referrals received during Quarter 3. The number of referrals to the service continues to be closely monitored (see graph below). The proportion of referrals received that were re-referrals within a year (SCC/010) reduced to 24.3% from 25.2% in Quarter 2.

Referrals to Children's Services



21. In relation to the recording of decisions on referrals (SCC/006), performance declined in Quarter 3 to 88.2% (841 / 954) from 94.1% (881 / 936) in Quarter 2. This is in the context of a 10% increase in the number of contacts (7,280 to 7,976) and capacity issues at Intake & Assessment. This decrease was anticipated following an increase in turnover of both permanent and agency staff during the quarter. Agency staff have been recruited early in Quarter 4 and this will help get performance back on track by year end. The recruitment of staff to permanent Intake & Assessment posts is now being prioritised. The performance report is based on electronic records, but there is evidence that the electronic capture of the information is delayed. However, management oversight confirms all referrals are subject to manager decision and prioritisation on the day of receipt.

22. There has been significant progress during Quarter 3 towards the implementation of a Multi-Agency Safeguarding Hub (MASH). Please see page 3 for further information. Next steps are:
 - Accommodation planning to be developed further with South Wales Police.
 - Agree work schedule for ICT infrastructure implementation.
 - Look at MHub and Guardian re: export / import functionality and performance in line with Information, Advice and Assistance core data set.
 - Children's Access Point (CAP) staff to complete vetting forms.
 - Phased approach for Emergency Duty Team (EDT) and Protection of Vulnerable Adults (POVA) to follow process for CAP staff.

23. Source of referrals – a table summarising the source of referrals to Children's Services during Quarter 3 is included below:

Source of Referrals	Q3
Ambulance Service	0
Central Government Agency	6
Family, Friend or Neighbour	31
Housing	0
Independent Provider Agency	0
LA Housing Dept. or Housing Association	8
Local Authority's own Social Services Department	125
Other Agency	122
Other Departments of Own or Other LA	35
Other Individual	2
Other Social Services Department	0
Other Type	0
Police	227
Primary Health / Community Health	160
Probation Service	40
School	186
Secondary Health	8
Self Referral	1
UK Border Agency	3
Total	954

24. Outcome of referrals – 93.6% (893 / 954) of referrals were allocated to a social worker for initial assessment in Quarter 3 compared with 92.0% (881 / 936) in Quarter 2 (SCC/007a). 3.4% (32 / 954) of referrals were allocated to other grades of worker for initial assessment compared with 0.2% (2 / 936) in Quarter 2. 4.1% (39 / 954) of referrals did not proceed to assessment during the quarter. In these cases, referrers were signposted to other agencies, given advice or information, or the referrals were closed with no further action. As noted in previous reports, while we have improved the management of the front door and determining what contacts should become referrals, we are also seeing an increase in the complexity of the cases that stay open to Children's Services.
25. Performance in relation to the timeliness of initial assessments declined in Quarter 3 to 83.2% (691 / 831) from 91.7% (771 / 841) in Quarter 2 (SCC/042a). Following significant improvements in recent quarters, performance has declined steadily in Quarter 3 as a result of capacity issues at Intake & Assessment. However, the 80% target was met for only the second time since Quarter 3 2007-08. Agency staff have been recruited early in Quarter 4 and this will help get performance back on track by year end. The recruitment of staff to permanent Intake & Assessment posts is now being prioritised.
26. 58.0% (482 / 831) of children were seen by a social worker during their initial assessment compared with 66.6% (560 / 841) in Quarter 2 (SCC/011a – PAM). Inclusion of children seen by a Children's Services worker other than a social worker increases the percentage of children seen to 60.5% (503 / 831). 30.7% (255 / 831) children were seen alone by a social worker during their initial assessment (SCC/011b – NSI), compared with 29.5% (248 / 841) in Quarter 2. There has been a significant drive in empowering social workers and managers to undertake the most appropriate assessment at the point of referral. This has led to a range of outcomes including initial assessments:

- Proceeding straight to child protection investigations / core assessment / specialist assessments.
- Being closed with no further action after receiving managers have re-evaluated the decision to proceed to initial assessment.

In these circumstances a full initial assessment would not have been completed - a more appropriate assessment would have been undertaken and the child seen as part of that assessment. This is commensurate with the new Social Services & Wellbeing (Wales) Act 2014 wherein a proportionate assessment will be undertaken following all referrals. The 80% target set by the ADSS, WLGA and CSSIW pre-dates this new approach which is consistent with the direction of travel across the country.

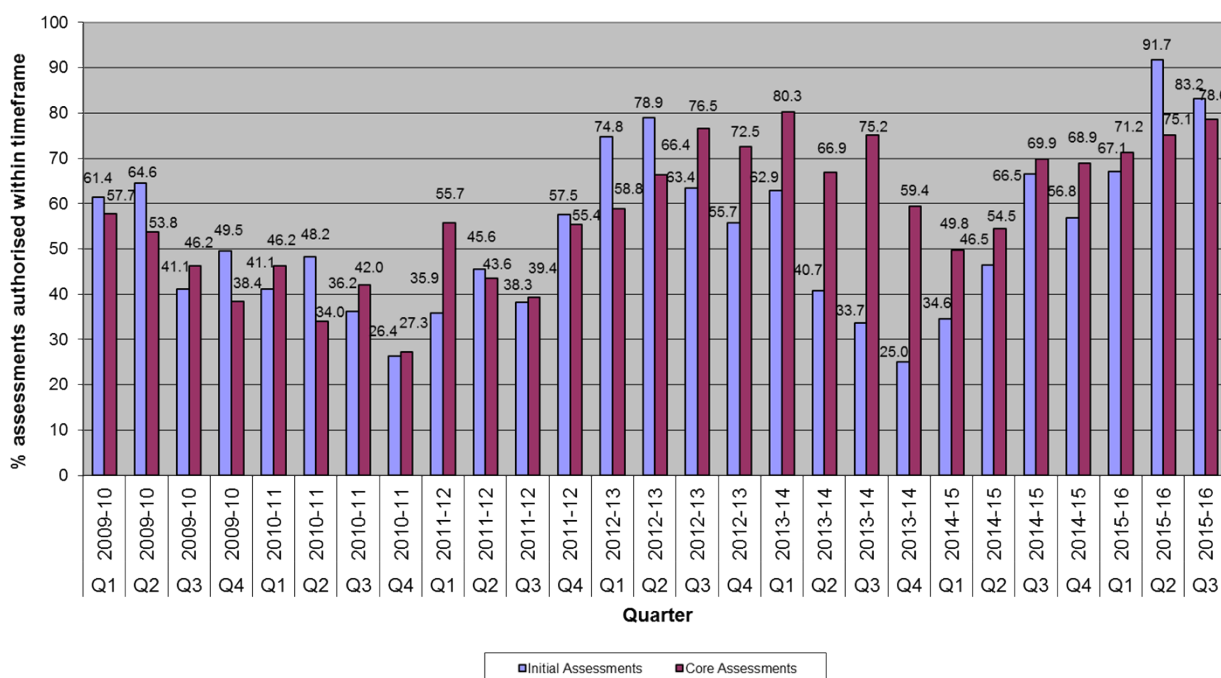
27. The percentage of initial assessments where information regarding ethnicity, religion and first language were recorded during Quarter 3 is as follows:

- Ethnicity – 65.9% (548 / 831)
- Religion – 33.7% (280 / 831)
- First language – 55.5% (461 / 831)

A detailed breakdown of the ethnicities, religions and first languages of children and young people who were subject to an initial assessment during Quarter 3 is available on request.

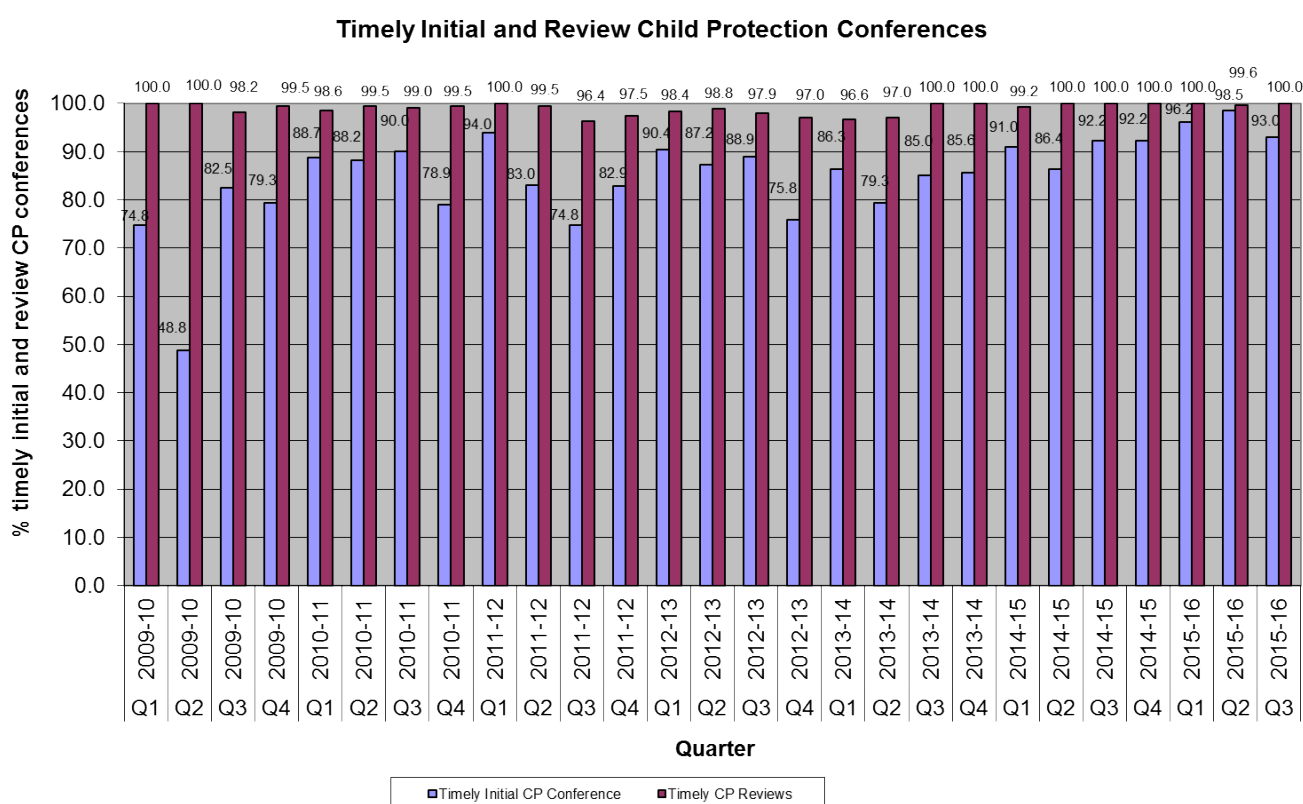
28. Performance in relation to timely completion of core assessments was 78.6% (319 / 406) in Quarter 3 compared with 75.1% (417 / 555) in Quarter 2 (SCC/043a). Performance against this indicator continued to improve in Quarter 3 with both November and December exceeding the 80% target. A graph displaying timely completion of (initial and) core assessments is included below:

Timely Initial and Core Assessments



B) SAFEGUARDING CHILDREN

29. The number of children on the child protection register at the end of Quarter 3 was 311 (from 322 at the end of Quarter 2) (CS CPR 4).
30. 93.0% (106 / 114) of initial child protection conferences took place within the 15 working day timescale in Quarter 3 – from 98.5% (129 / 131) in Quarter 2 (SCC/014). Performance has decreased slightly in Quarter 3 but remains above target level. The late conferences relate to 8 children from 3 sibling groups – all conferences have since been held.
31. Timeliness of review child protection conferences was 100% (282 / 282) in Quarter 3 compared with 99.6% (230 / 231) in Quarter 2. Performance against initial and review child protection conferences is displayed in the graph below:

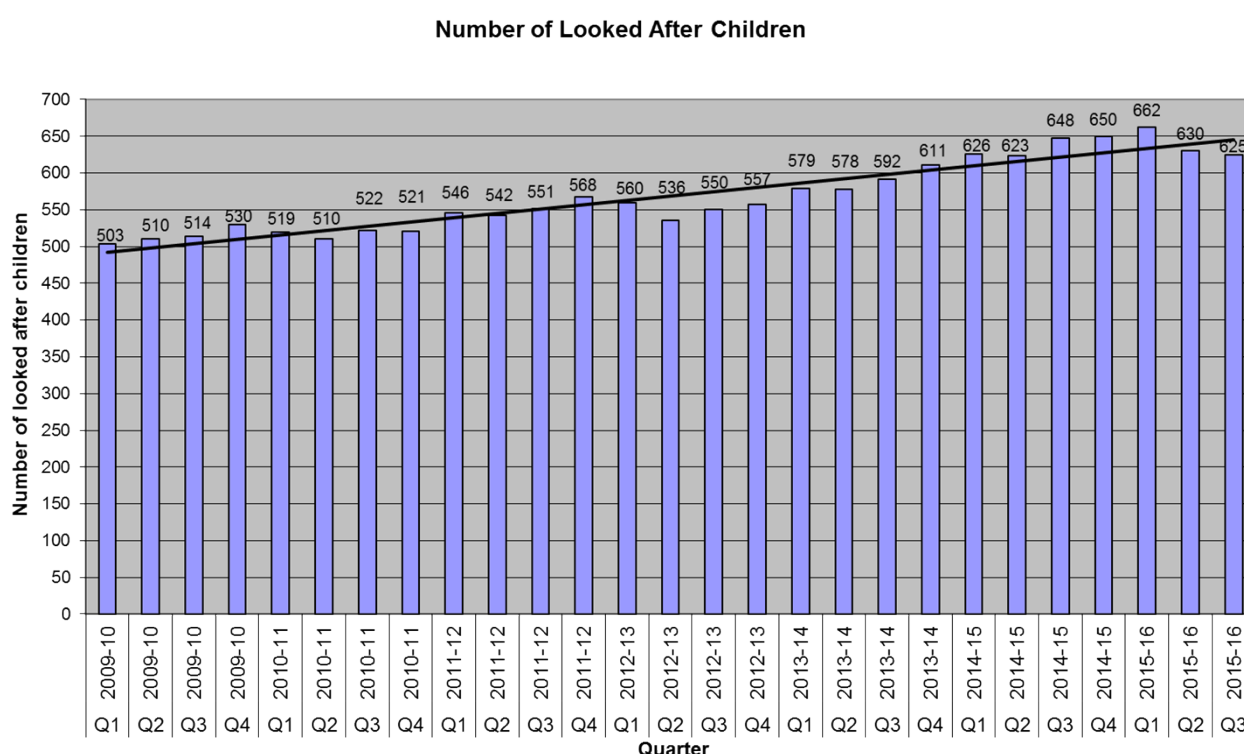


32. Initial core groups took place within the 10 working day timescale in 98.4% (127 / 129) of cases in Quarter 3 compared with 97.4% (114 / 117) in Quarter 2 (SCC/015). Performance continued to improve in Quarter 3 and is currently on track to meet the 93% target.
33. 100% (311 / 311) of children on the child protection register had an allocated social worker at 31st December 2015.
34. The Child Sexual Exploitation (CSE) Strategy has been drafted in readiness for sign off by Cabinet in Quarter 4. An interim CSE manager and permanent CSE co-ordinator have been appointed and are in post. Once approved, the interim CSE manager will lead on the implementation of the CSE Strategy. The training needs analysis for Children’s Services and partner agencies has been extended to include consideration of the volume of CSE cases, categories of risk and an analysis of

perpetrators. This is to ensure that the training provision reflects the complexity of the issues.

C) IMPROVING OUTCOMES FOR LOOKED AFTER CHILDREN

35. The number of children who were looked after at 31st December 2015 (not including those children being looked after as part of a respite care arrangement) was 625 compared with 630 at 30th September 2015 (CS LAC 3e). This represents a rate of 8.6 children per 1,000 in Cardiff, which is lower than the all Wales rate of 9.1 per 1,000 as at 31st March 2014. The recent fluctuation in the number of looked after children is displayed in the graph below.



36. Initial care plans were in place prior to children becoming looked after in 77.8% (49 / 63) of cases during Quarter 3, compared with 81.3% (52 / 64) in Quarter 2 (SCC/001a). Performance against this indicator has reduced slightly in Quarter 3 and will be kept under close review by managers.
37. 74.1% (40 / 54) of permanence plans were in place by second looked after review in Quarter 3, compared with 96.6% (57 / 59) in Quarter 2 (SCC/001b). The reasons for this decrease are currently being investigated.
38. 70.3% (359 / 511) of looked after children were placed with independent sector providers at the end of Quarter 3 (CS LAC 44), showing no change from 70.3% (359 / 511) in Quarter 2. The number of children placed in independent sector residential placements remained stable at 55.
39. 60.9% (296 / 486) of children in regulated placements were placed in Cardiff at the end of Quarter 3 compared with 61.6% (315 / 511) at the end of Quarter 2 (CS LAC 58). A further 82 children placed outside Cardiff were within 20 miles of their home

address. 2 of the children not placed in Cardiff are placed with relative carers. For some children placement outside the authority is in their best interests, examples include children placed with family members who live outside Cardiff, children placed in specialist placements and some children who are placed in areas that are closer to their home address than some parts of the city.

40. 95.9% (397 / 414) of statutory reviews for looked after children were held within prescribed timescales in Quarter 3 compared with 96.0% (458 / 477) in Quarter 2 (SCC/021). 85.3% (353 / 414) of statutory visits were held in accordance with regulations in Quarter 3 showing no change from 85.3% (407 / 477) in Quarter 2 (SCC/025 – PAM).

41. All looked after children were allocated to a social worker at 31st December 2015.

YOUTH OFFENDING SERVICE

42. The numbers of First Time Entrants (FTEs) to the Youth Offending Service (YOS) has decreased during Quarter 3 to 29 (from 34 in Quarter 2). This is also a decrease on Quarter 3 2014-15 when there were 32 FTEs.

43. During Quarter 3 a temporary Anti-Social Behaviour (ASB) Case Manager was appointed and took up post. The post holder will work with young people issued with warnings under ASB legislation as a result of their behaviour within the community, offering comprehensive assessments to young people and their families that inform individually tailored intervention packages.

44. Training for all relevant staff on Child Sexual Exploitation is to be undertaken by the LSCB. To date half of YOS staff have completed the Social Services training course on Human Trafficking.

45. Cardiff Prison Forensic Psychology Department training sessions on working with girls have been completed. The development of a distinct approach to working with girls will commence in Quarter 4.

46. The absence of any certainty about the future of Local Authority boundaries until the recent publication of the Local Government (Wales) Bill has been an obstacle to progress. Added to which, the Youth Offending Service (YOS) was subject to a comprehensive external inspection during Quarter 3. The Chief Executive and Police & Crime Commissioner commissioned a review of YOS governance which has now made recommendations for improvement. A refresh of the governance arrangements is now underway with the Chief Executive as Chair of the Management Board. Progress in relation to the merger will be considered in that context.

STAFFING

47. The percentage of social worker vacancies in Quarter 3 was 21.6% compared with 21.4% in Quarter 2 (Staff 1). The vacancy position has remained stable since Quarter 2, although the position has gradually deteriorated during Quarter 3. The recruitment campaign is ongoing and agreement has been reached that when all vacancies have been filled, Children's Services will continue to recruit to a "pool" of

additional social workers. This will enable the service to maintain consistency of service provision and caseloads whilst managing healthy staff turnover without needing to rely on expensive agency social workers. The ambitious 15% target has been revised to 18% for 31st March 2017. Work on the Children's Services Workforce Strategy is ongoing and is on target to be signed off and an implementation plan agreed in Quarter 4.

48. The average number of days of sickness absence for staff in Children's Services in Quarters 1 to 3 was 11.1, compared with 9.7 in Quarters 1-3 2014-15. In order to improve compliance with the sickness process in Children's Services, the Assistant Director will send a briefing to all managers to reiterate the importance of timely application of the sickness process. Progress will be monitored on a weekly basis at the Children's Management Team and a Human Resources representative will be invited to attend on a monthly basis to assist in the monitoring of the process.
49. 86.0% compliance with finalisation of objective sheets and 81.6% completion of half yearly reviews for 2015-16 had been achieved at the time of writing. A small percentage cannot be initiated / reviewed due to staff absence (e.g. maternity leave and long term sick leave), and a high level of recruitment activity and new intake accounts for a proportion of the outstanding PPDRs. In order to improve compliance in Children's Services, the Assistant Director will send a briefing to all managers to reiterate the importance of PPDRs to support and develop staff and the impact of this on staff retention. Progress will be monitored on a weekly basis at the Children's Management Team to ensure completion of 6 monthly reviews, and to provide a more timely response to end of year reviews and finalisation of objectives for 2016-17.

WAY FORWARD

50. Members are invited to consider the information set out in the report and to identify any issues which require more detailed scrutiny.

LEGAL IMPLICATIONS

51. 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

52. 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.

RECOMMENDATION

The Committee is recommended to:
Consider the contents of the report and report any comments to the Cabinet Member.

Tony Young
Director of Social Services
16 February 2016

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Q3 Delivery and Performance Report 2015/16

Progress against actions in the Corporate Plan 2015/16

Q3 2015/16 – (397*)



*Including 1 (0.25%) N/A

Progress against relevant Performance Indicators

Q3 2015/16 – (125*)



*Excluding 98 Annual indicators, 28 with no results and 13 N/A

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Q3 Customer Contact



Twitter Media followers
50,323 followers in English
1,840 followers in Welsh
4,834 Likes on Facebook



Complaints	Q1 (14/15)	Q2 (14/15)	Q3 (14/15)	Q4 (14/15)	Q1 (15/16)	Q2 (15/16)	Q3 (15/16)
New Complaints Received	682	676	507	533	497	603	569
Corporate Complaints	675	670	502	547	490	599	563
Complaints through the medium of Welsh	7	6	5	6	7	4	6
Acknowledgements not sent within 5 days	26	15	15	12	7	23	18
Response not sent within 20 days	55	37	33	25	39	34	36
Compliments Received	434	427	371	328	288	293	303

Directorate	Members Enquiries Received			Responded on time			
	Q1	Q2	Q3	Q2	Q2%	Q3	Q3 %
City Operations	437	567	543	396	70%	399	73%
Communities	119	127	101	107	84%	85	84%
Economic	3	2	6	1	50%	6	100%
Education	11	10	9	6	60%	8	89%
Gov & Legal	5	1	2	0	-	2	100%
Resources	17	12	8	11	92%	5	63%
SS - Adults	5	7	2	5	71%	1	50%
SS— Children's	0	3	1	2	67%	1	100%
Total	597	729	672	528	72%	507	75%

During Q3 Waste have continued to receive high volumes of member enquiries, whilst Highways have made considerable effort to reduce late cases and respond proactively to Requests for Service. Approx. 15% of enquiries account for Request for Service. The Members Central Team continue to work with areas that have poor response performance to take action to improve this.

Total Staff Costs at Q3 £133,522,581

Total Agency Costs at Q3 £11,476,890

Total Overtime Costs at Q3 £2,928,808

The spend on agency may reflect an overspend against budget as there may be vacant posts where there is a budget but the staff are employed through an agency, so the permanent staff budget will show an underspend and the agency staff an overspend.

Staff Costs to End Q3	% of Annual Budget		% Spend Agency	% Spend Overtime
£37,176,397	75.83%	City Operations	14.21%	3.53%
£16,974,630	76.23%	Communities	7.64%	1.69%
£1,271,376	73.86%	Corp Mgmt	4.22%	0.21%
£8,764,310	77.30%	Economic	9.14%	3.94%
£15,613,123	72.26%	Education	3.31%	0.81%
£2,408,208	69.86%	Gov & Legal	5.59%	0.24%
£27,348,406	69.15%	Resources	3.06%	1.29%
£11,846,889	79.15%	SS-Adults	3.62%	3.74%
£12,119,243	71.82%	SS-Children's	17.54%	0.46%

**Agency
8.60%**

**Overtime
2.19%**

Staff Costs at Quarter 3

Directorate	Staff Budget	Spend to Month 9	% Annual	Overtime Budget	Overtime to Month 9	Overtime Spend as % of Employee Spend	Agency Budget	Agency Spend to Month 9	Agency Spend as % of Employee Spend
City Operations	49,029,025	37,176,397	75.83%	1,858,645	1,312,107	3.53%	3,944,645	5,281,847	14.21%
Communities, Housing & Customer Svcs	22,266,340	16,974,630	76.23%	327,210	286,972	1.69%	161,270	1,296,551	7.64%
Corporate Management	1,721,280	1,271,376	73.86%	0	2,640	0.21%	0	53,663	4.22%
Economic Development	11,337,550	8,764,310	77.30%	376,160	345,336	3.94%	424,920	801,310	9.14%
Education	21,606,020	15,613,123	72.26%	0	126,047	0.81%	195,290	517,246	3.31%
Governance & Legal Services	3,447,260	2,408,208	69.86%	0	5,676	0.24%	0	134,651	5.59%
Resources	39,549,081	27,348,406	69.15%	386,180	351,655	1.29%	285,950	837,281	3.06%
Adult Services	14,967,960	11,846,889	79.15%	58,720	442,794	3.74%	30,330	428,755	3.62%
Children Services	16,873,980	12,119,243	71.82%	0	55,579	0.46%	510,930	2,125,587	17.54%
Grand Total	180,798,496	133,522,581	73.85%	3,006,915	2,928,808	2.19%	5,553,335	11,476,890	8.60%

*The Total for Staff Budget excludes the Social Services total but includes the figures for Social Services – Adults and Social Services - Children

Sickness Absence Q3

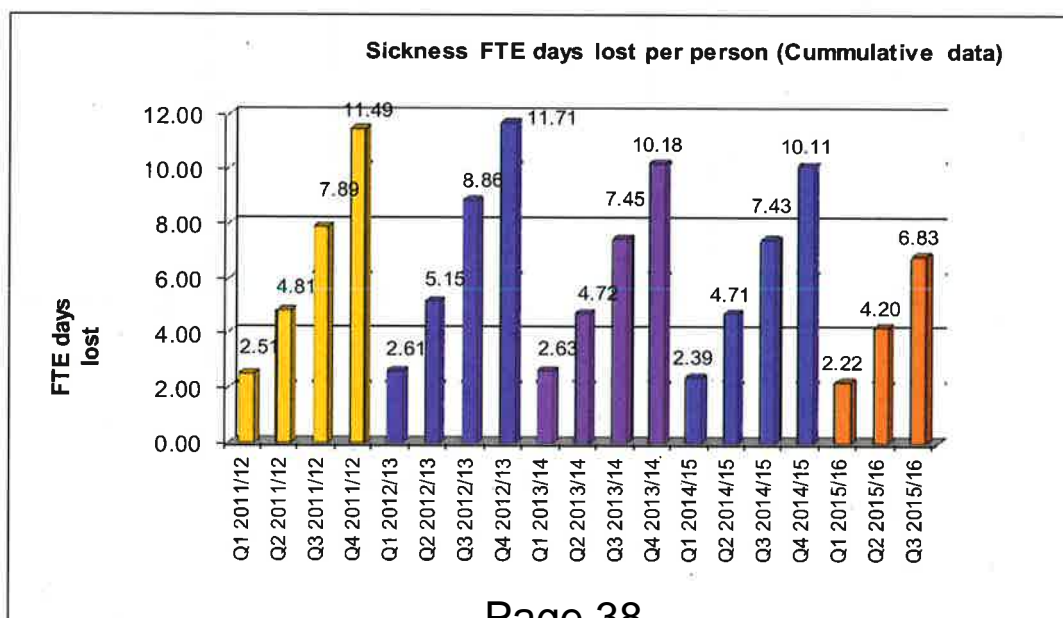
FTE days

2015/16

6.8

	Av FTE Numbers	FTE Annual Target	Q3 Days lost	Forecast for 2015/16
City Operations	1,375	13.0	9.5	12.8
Communities	960	9.0	7.8	10.6
Economic Development	245	6.0	5.8	7.9
Education	750	8.0	5.0	6.8
Education - Schools	5,400	7.8	5.7	7.6
Governance & Legal	85	6.0	4.3	5.8
Resources	927	8.0	6.2	8.4
SS - Adult	650	13.0	10.7	14.4
SS - Children's	350	13.0	11.1	15.0
Total	10,746*	9.0	6.8	9.2

*This figure includes schools based education staff. The information for Quarter 3 shows a decrease in the number of days lost when compared to the same period in 2014/15. Performance in Quarter 3 is also the lowest in 5 years. The current forecast for the year end is 9.2 days lost per FTE. Performance continues to improving. However it is important to maintain the focus on the effective management of sickness across the Council. Part of the focus has been on the roll out of mandatory e-learning training on the Attendance and Wellbeing Policy; the continued in depth work in directorates to support further improvement; the identification and sharing of good practice across the council; and the introduction of an Employee Assistance programme with 24/7 access for all employees.



Quarter 3
Personal Performance and Development Review Compliance as at 8th January 2016

Organisation Name	PPDR Half Year Review Compliance		
	Total (Head Count)	Completed	Percentage (%)
City Operations	1328	1227	92.4%
Communities, Housing & Customer Services	1033	969	93.8%
Economic Development	255	232	91.0%
Education & Lifelong Learning (exc schools and central teachers)	825	670	81.2%
Governance & Legal Services	80	69	86.3%
Resources	1280	1187	92.7%
Social Services – Adults	627	581	92.7%
Social Services – Childrens	343	259	75.5%
Social Services (Total)	970	840	86.6%
Total	5792	5194	90%

Compliance for the completed half year review stage has improved from 85.8% in 2014/15 to 89.7% in 2015/16. Whilst compliance has improved, actions are being taken across the Council to ensure that the PPDR process is followed with a focus on half year PPDR reviews being completed.

Information Requests

Change and Improvement Managed Requests						
Function	FOI		DPA		Overall IR Compliance	
	Due	Compliance	Due	Compliance	Due	Compliance
Children's Services	31	93.55%	15	100.00%	46	95.65%
Crematoria & Cemeteries	2	100.00%	0	-	2	100.00%
Communication & Media	7	100.00%	0	-	7	100.00%
CTS	0	-	0	-	0	-
Culture & Tourism	0	-	0	-	0	-
Democratic Services	9	55.56%	0	-	9	55.56%
Econ & Major Projects	14	78.57%	0	-	14	78.57%
Education	22	81.82%	3	100.00%	25	84.00%
Emergency Management	0	-	0	-	0	-
Enterprise	0	-	0	-	0	-
Enterprise Archi	0	-	0	-	0	-
Environmental Health	18	100.00%	0	-	18	100.00%
Exchequer & Dev	0	-	0	-	0	-
Facilities Management	4	50.00%	0	-	4	50.00%
Finance & Procurement	76	97.37%	1	100.00%	77	97.40%
Harbour Authority	0	-	0	-	0	-
Health & Safety	1	-	0	-	1	-
Highways & Transport	74	98.65%	0	-	74	98.65%
HRPS	22	59.09%	6	83.33%	28	64.29%
ICT	4	100.00%	0	-	4	100.00%
Improvement & Info	4	50.00%	47	93.62%	51	90.20%
Infrastructure	0	-	0	-	0	-
Legal Services	5	80.00%	0	-	5	80.00%
Licensing	17	88.24%	0	-	17	88.24%
Parks & Sport	17	58.82%	0	-	17	58.82%
Planning	12	83.33%	0	-	12	83.33%
Policy, Partnership	1	100.00%	0	-	1	100.00%
Project, Design, Dev	0	-	0	-	0	-
Procurement	7	100.00%	0	-	7	100.00%
Regeneration Prog	0	-	0	-	0	-
Risk & Audit	0	-	0	-	0	-
Scrutiny Services	0	-	0	-	0	-
Shared Services	0	-	0	-	0	-
Strategic Estates	0	-	0	-	0	-
Trading Standards	12	83.33%	3	-	15	66.67%
Traffic Network Man	1	100.00%	80	100.00%	81	100.00%
Waste Management	18	61.11%	0	-	18	61.11%
Total	379	86.81%	155	95.48%	534	89.33%
Multi-Function	42	78.57%	8	75.00%	50	78.00%
Total	457	83.81%	188	92.55%	645	86.36%

645

Requests

86.36%

compliance

In Quarter 3 the Council handled 645 information requests under FOI & DPA Legislation. This was a 20% increase from Quarter 2. Although the central team have taken on more service requests and there has been an increase in volume there have still been slight overall increases in compliance with requests managed centrally. Compliance with requests managed by Directorates remains below the Council's target of 85%. The Improvement & Information Team are looking at further opportunities for improving these services.

Compliance in relation to Children's Services requests has improved from 75% to 95.65% as a result of these being brought into the Improvement and Information Team.

The Multi Function requests cover a number of service areas. The Council handled 50 of these requests during Quarter 3 & compliance with these was 78%.

61

Requests

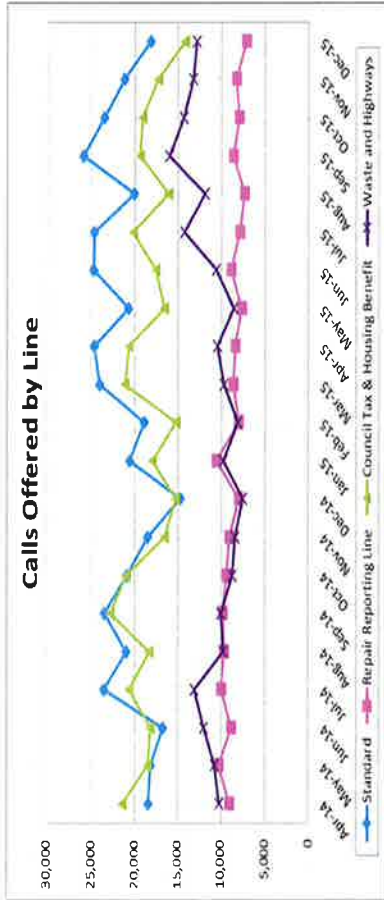
67.21%

compliance

Requests Managed by Directorates						
Function	FOI		DPA		Overall IR Compliance	
	Due	Compliance	Due	Compliance	Due	Compliance
Customer Services	6	50.00%	0	-	6	50.00%
Health & Social Care	12	58.33%	22	81.82%	34	73.53%
Housing	18	61.11%	3	66.67%	21	61.90%
Total	36	58.33%	25	80.00%	61	67.21%

Customer Contact

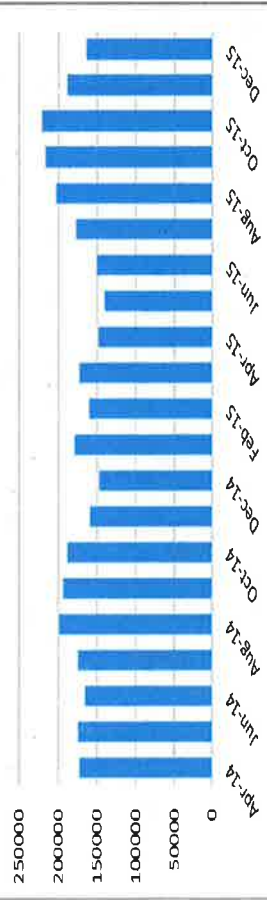
Calls offered to C2C



Update: Quarter 3 has seen a decrease in call volumes, particularly compared to Quarter 2 which saw C2C's busiest month since opening with high call volumes regarding the city wide waste restrictions programme. December historically sees a decrease in calls. Over the quarter an answer rate of 96% was achieved by C2C.

Total Footfall in both Libraries & Hubs across the City

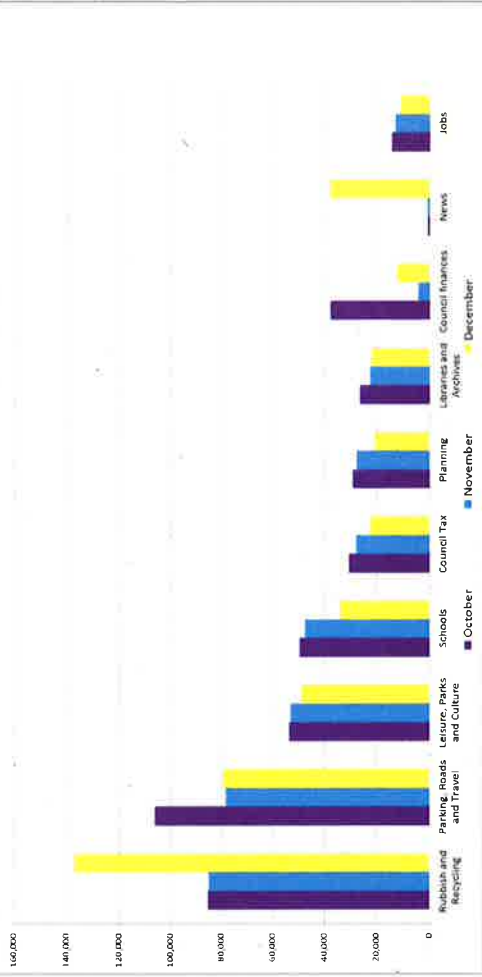
City Wide Hub and Library Footfall



Update: Quarter 3 2015/16 saw 571,626 visitors, an increase of 78,206 against the Quarter 3 2014/15 volume of 493,420. This is despite the ongoing closure of Roath library due to Health & Safety considerations, as well as the closure of Grangetown library, closed for refurbishment and there has been a short closure at St Mellons library due to building work.

Most visited Website Areas

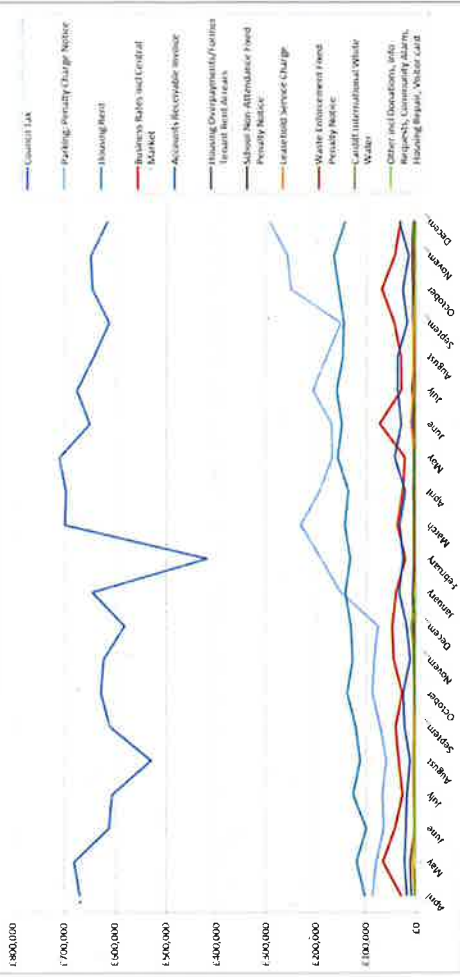
Most Visited Council Website Areas Q3



This chart shows (in descending order) the comparative levels of interest / page views by customers on the top 10 most viewed sections of the site each month during Quarter 3.

The value of Payments made through the Website

Value of Monthly Payments made via the Website



Outcome Agreement Measures for Q3 2015/16

Economic Development				Education, Employment & Training				
Measure	2015/16 Target	Q1 15/16	Q2 15/16	Q3 15/16	Q1 15/16	Q2 15/16	Q3 15/16	Annual Target
Businesses supported	50	153	229	303	277	62	27	1000
New & safeguarded jobs in businesses supported financially by the Council	500			Awaiting info	2	39	4	70
New & safeguarded jobs in businesses supported financially or otherwise by the Council	1000	478	1653	2099	N/A	N/A	4.5% provisional	2.5%
Grade A office space	100,000 Sqft	180,000sq ft		Awaiting info			2.6% provisional	3%
Jobs 10% above average Wales salary	20%			Awaiting info				
Grant aid and private sector finance to companies assisted by the Council	£1,000,000	£1.044m	£5.130m	£6,959,014				

Education				Health & Social Care				Housing			
Measure	Academic Year 14/15	Annual Target	Q1 15/16	Q2 15/16	Q3 15/16	Q1 15/16	Q2 15/16	Q3 15/16	Annual Target		
% pupils achieving foundation phase indicator	86.73%	85.8%				320	362	92	550		
% pupils KS2 achieving CSI	87.76%	86.5%				85	96	63	240		
% pupils KS3 achieving CSI	83.40%	79.3%				0	0	0	40		
% pupils KS4 achieving Level 2 threshold	59.3%	60%									
No. of Schools placed in special measures or significant improvement	6	0									
Attendance at Primary School	95.1%	94.6%									
Attendance at secondary school	93.86%	94.1%									

Measure

Number of work experience placements*

Number of businesses attending jobs fair events

% Year 11 leavers NEET**

Year 13/14 leavers NEET**

*Welsh Government has ceased Careers Wales funding which is adversely affecting our ability to deliver against target.

** Cardiff's NEET figures will not be verified until March 2016

Measure

Boiler upgrades*

Roof replacements

Cladding of flats**

*Contract on accelerated programme and all non-A rated boilers now issued for replacement

**Planned works for Jan / Feb / March to complete the target

Progress against the Health & Social Care measures

■ Likely to meet annual target
 ■ Unlikely to meet annual target
 ■ May meet annual target
 ■ Target not applicable
■ Annual measure

The indicators that are unlikely to meet annual target relate to home care and care home packages and delayed transfers of care.

Directorate: Social Services - Children's

Director: Tony Young

Councillor: Sue Lent

Q3 2015/16

Number of Employees (FTE)	350
Sickness Absence YTD (Days Per Person)	11.1
PPDR Compliance Stage (Permanent Staff)	75.5%

Budget	Projected Outturn	Variance	Variance (%)
£46,550,000	£48,140,000	£1,590,000	3.30%
Target Savings 15/16	Projected Savings	Variance	Variance (%)
£2,781,000	£1,728,000	£1,053,000	37.86%

Q3 Progress against Corporate Plan Commitment Actions 2015/16 (7)

Green 57% (4) Amber 43% (3)

Q3 Progress against Directorate Plan actions (Core Business Priorities) 2015/16 (19)

Green 53% (10) Amber 47% (9)

Progress on Challenges Identified Q2 (previous quarter)

Cost of meeting demand pressures in relation to Unaccompanied Asylum Seeking Children and asylum seekers with no recourse to public funds:

The Welsh Government has recently confirmed its policy position in relation to families with No Recourse to Public Funds – confirming that local authorities should continue to support these families. Following confirmation from Welsh Government, the local authority is now in a position to develop a local policy and a working group will be set up to do so. This group will bring together representatives from Children's Services, Housing and Communities to ensure a more co-ordinated and consistent response to families across the Council.

Q3 Service Delivery

Budget

The month 9 position for Childrens Services shows an overspend of £1.59m (3.4%) against a budget of £46.6m. As in previous years, there is ongoing pressure on external commissioning budgets, notably in relation to fostering placements. The position also reflects current projections in relation to the savings targets set for the service in 2015/16. The latest position shows an anticipated shortfall of £1.1m in relation to the savings target, although work is ongoing to reduce the number of high cost out of area placements.

Directorate Delivery Plan

Child Sexual Exploitation (CSE) Strategy: The CSE Strategy has been drafted in readiness for sign off by Cabinet in Quarter 4. An interim CSE manager and permanent CSE co-ordinator have been appointed and are in post. Once approved, the interim CSE manager will lead on the implementation of the CSE Strategy. The training needs analysis for Children's Services and partner agencies has been extended to include consideration of the volume of CSE cases, categories of risk and an analysis of perpetrators. This is to ensure that the training provision reflects the complexity of the issues.

Work with Education to improve educational outcomes for looked after children and care leavers: Following concerns raised in Quarter 2 regarding performance in relation to timeliness of Personal Education Plans for looked after children, information available in Quarter 3 shows no improvement to date. Provision of information to enable proactive monitoring of PEPs is under review with a view to Operational and Team Managers prioritising improvement in this area.

Workforce Strategy: Work on the Children's Services Workforce Strategy is ongoing and is on target to be signed off and an implementation plan agreed in Quarter 4.

9 further actions from the Directorate Plan have been rated as amber. These relate to:

Improving the quality of referrals: The review of the Multi-Agency Referral Form planned for Quarter 2 has been integrated with work being undertaken in relation to the Social Services & Wellbeing (Wales) Act. Consideration is being given to adopting the Cwm Taf form which takes account of the National Minimum Core Data Set.

Safeguarding monitoring requirements: Work on the development of a suite of performance measures and mechanisms for reporting continues and is due for completion early in Quarter 1 2016-17.

YOS collaborative working: The absence of any certainty about the future of Local Authority boundaries until the recent publication of the Local Government (Wales) Bill has been an obstacle to progress. Added to which, the Youth Offending Service (YOS) was subject to a comprehensive external inspection during Quarter 3. The Chief Executive and Police & Crime Commissioner commissioned a review of YOS governance which has now made recommendations for improvement. A refresh of the governance arrangements is now underway with the Chief Executive as Chair of the Management Board. Progress in relation to the merger will be considered in that context.

Corporate Parenting Strategy: The Corporate Parenting Strategy will be considered by Cabinet in Quarter 4 and the launch

will follow shortly after.

Re-commissioning of the Supervised Contact Service: Evaluation completed and tender exercise undertaken – decision to award contract expected early in Quarter 4. Currently on target for revised launch date in Quarter 1 2016-17.

Enhanced Fostering Scheme: Following concerns raised in Quarter 2 regarding the capacity of the provider to deliver on its commitments, the decision was taken in Quarter 3 to end the contract due to a lack of suitable placements. The following actions are being taken as a result:

- Identification of alternative placements for young people to facilitate return to Cardiff.
- Review of future arrangements to meet the needs of this cohort.
- Review the financial impact arising from withdrawal of the scheme.

Welsh bilingual service: Operational pressures have made the completion of the Linguistic Assessments more difficult. Managers will focus on completing them in Quarter 4.

Savings: The month 9 position for Childrens Services shows an overspend of £1.59m (3.4%) against a budget of £46.6m. As in previous years, there is ongoing pressure on external commissioning budgets, notably in relation to fostering placements. The position also reflects current projections in relation to the savings targets set for the service in 2015/16. The latest position shows an anticipated shortfall of £1.1m in relation to the savings target, although work is ongoing to reduce the number of high cost out of area placements.

Quality Assurance Framework: Milestones associated with the development of the Quality Assurance Framework have been revised due to capacity issues. A Quality Assurance Officer post has been established and the recruitment process is underway. Implementation of the Framework is planned for Quarter 1 2016-17.

Good progress has been made in relation to:

Implementation of Multi Agency Safeguarding Hub (MASH):

There has been significant progress during Quarter 3 including:

- Project Board / Team established and Project Brief signed off.
- Governance arrangements agreed; project plan being implemented.
- MASH accommodation agreed as Cardiff Bay Police Station.
- Information Sharing Protocol development underway.
- Operating model agreed.
- Staff composition agreed for MASH (met with Trade Unions).
- Vetting process for staff commenced.
- ICT infrastructure agreed.
- Information sharing platform / IT solution developments are in process.

Early Help Strategy: The Strategy was launched during Quarter 3 and is being implemented. The Prevention & Partnership Improvement Project Manager is in post and the following developments made:

- A pilot of the Joint Assessment Family Framework (JAFF) has commenced which will shape the future JAFF and Family Plan.
- The Rapid Response pilot was reviewed with a decision to continue the service and expand capacity.
- Work has commenced with Strategic Estates to identify accommodation for the Adolescent Resource Centre (ARC).
- Questionnaire has been developed for a market sounding exercise on the respite care element of the ARC.

Gateway Database: Single gateway for young people aged 16 or above to access direct housing, advice and support went live in Quarter 3, the impact of which will be monitored in Quarter 4.

Remodelling of Children's Services: Decision taken to work with families adopting a Restorative Approach which is consistent with our partners who work within early intervention and prevention services, but to compliment this approach with the Signs of Safety Framework. Proposed structure developed and OM roles are with Hay for evaluation. In relation to services for disabled children – the Change Manager is in post and the project documentation has been developed.

As a result of the success of the Children's Services Improvement Board in supporting accelerated improvement in response to the Director's 2013 diagnostic, it has been agreed that this can be stood down as previously constituted. This reflects the fact that ongoing improvement work is now better integrated into the corporate Organisational Development Programme in order to draw on corporate and cross Directorate resources more effectively and will simply continue on a mainstreamed business as usual part of the Social Services Directorate.

The Children's Social Services Improvement Board has been replaced by an Improvement Board for Services to Children. This reflects the greater confidence across the board that the internal change and improvement secured to date enables us to raise our focus toward a much broader and more strategic agenda with key partners. The new Board met for the

first time on 8th January and is chaired by the Council's Chief Executive. The Board will also oversee the recently launched Early Help Strategy to ensure effective partner buy in at the earliest stages of the lives of all children.

Management

At the time of writing, the Directorate had achieved 88% compliance with finalisation of objectives and 75% of 6 monthly reviews. A small percentage cannot be initiated due to staff absence (e.g. maternity leave and long term sick leave), and a high level of recruitment activity and new intake accounts for a proportion of the outstanding PPDRs. In order to improve compliance the Assistant Director will send a briefing to all managers to reiterate the importance of PPDRs to support and develop staff and the impact of this on staff retention. Progress will be monitored on a weekly basis at the Children's Management Team to ensure completion of 6 monthly reviews and to provide a more timely response to end of year reviews and finalisation of objectives for 2016-17.

Key Performance Indicator Data – Q3 2015/16

Q3 Progress against Performance Indicators (Corporate & Delivery Plans) 2015/16 (36)

Green 43% (3)

Amber 29% (2)

Red 29% (2)

Of the total number of indicators above 31% (11) are annual and 50% (18) have no or limited results as yet.

During 2014/15 Social Services focussed on improving performance in relation to indicators that have the greatest significance for safe and effective practice concerning children – these are represented in the second table below*. The stronger strategic focus that has characterised the Directorate's work in 2014-15 will provide a basis for improving performance against NSIs and PAMs.

National Strategic Indicators and Public Accountability Measures								
Performance Indicator	Result 14/15	Q1 Position	Q2 Position	Q3 Position	Q4 Position	Target 15/16	Year End 15-16	R.A.G.
SCC/002 - Percentage of children looked after at 31 March who have experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months to 31 March	17.80%	Annual Result				11%		
SCC/004 - The percentage of children looked after on 31 March who have had three or more placements during the year	10.50%	Annual Result				8%		
SCC/011b - The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen alone by the Social Worker	26.40%	28.5	29.5	30.7		Not appropriate		
Not appropriate for RAG rating as there is no target or threshold for intervention.								
SCC/025 - The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations	88.90%	85.1	85.3			95%		
SCC/033d - The percentage of young people formerly looked after with whom the authority is in contact at the age of 19	90.50%	Annual Result				96%		
SCC/033e - The percentage of young people formerly looked after with whom the authority is in contact, who are known to be in suitable, non-emergency accommodation at the age of 19	91.20%	Annual Result				96%		
SCC/033f - The percentage of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or employment at the age of 19	56.10%	Annual Result				58%		
SCC/037 - The average external qualifications point score for 16 year old looked after children, in any local authority maintained learning setting	191	Annual Result				220		
SCC/041a - The percentage of eligible, relevant and former relevant children that have pathway plans as required	60.50%	Annual Result				90%		

National Strategic Indicators and Public Accountability Measures

SCC/045 - The percentage of reviews of looked after children, children on the Child Protection Register and children in need carried out in line with the statutory timetable	70.80%	Annual Result	90%		
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*Performance Indicator	Result 14/15	Position Q1	Position Q2	Position Q3	Position Q4	Target 15/16	15-16	Year End	R.A.G.
% of referrals with decision made within 1 working day	83.1	89.8	94.1	88.2		100			R
<p>Performance has decreased in Quarter 3 as in the context of a 10% increase in the number of contacts (7,280 to 7,976) and capacity issues at Intake & Assessment. This decrease was anticipated following an increase in turnover of both permanent and agency staff during the quarter. Agency staff have been recruited early in Quarter 4 and this will help get performance back on track by year end. The recruitment of staff to permanent Intake & Assessment posts is now being prioritised. The performance report is based on electronic records, but there is evidence that the electronic capture of the information is delayed. However, management oversight confirms all referrals are subject to manager decision and prioritisation on the day of receipt.</p>									
% of referrals that are re-referrals within a year of previous referral	25.4	25.6	25.2	24.3		24			G
% of initial assessments carried out within 7 working days	50.6	67.1	91.7	83.2		80			G
% of children seen by a social worker during their initial assessment	60.9	64.4	66.6	58.0		80			R
<p>There has been a significant drive in empowering social workers and managers to undertake the most appropriate assessment at the point of referral. This has led to a range of outcomes including initial assessments:</p> <ul style="list-style-type: none"> • Proceeding straight to child protection investigations / core assessment / specialist assessments. • Being closed with no further action after receiving managers have re-evaluated the decision to proceed to initial assessment. <p>In these circumstances a full initial assessment would not have been completed - a more appropriate assessment would have been undertaken & the child seen as part of that assessment. This is commensurate with the new Social Services & Wellbeing (Wales) Act 2014 wherein a proportionate assessment will be undertaken following all referrals. The target set by the ADSS, WLGA & CSSIW pre-dates this new approach which is consistent with the direction of travel across the country.</p>									
% of core assessments carried out within 35 working days	61.0	71.2	75.1	78.6		80			A
<p>October = 72.1%; November = 80.5%; December = 82.8%</p> <p>Performance has continued to improve in Quarter 3, with both November and December exceeding the 80% target.</p>									
% of child protection reviews carried out within statutory timescales	99.8	100	99.6	100		100			G
% of social work vacancies in all teams	27.2	23.5	21.4	21.6		15			A
<p>The vacancy position has remained stable since Quarter 2, although the position has gradually deteriorated during Quarter 3. The recruitment campaign is ongoing and agreement has been reached that when all vacancies have been filled, Children's Services will continue to recruit to a "pool" of additional social workers. This will enable the service to maintain consistency of service provision and caseloads whilst managing healthy staff turnover without needing to rely on expensive agency social workers. The ambitious 15% target has been revised to 18% for 31st March 2017. Work on the Children's Services Workforce Strategy is ongoing and is on target to be signed off and an implementation plan agreed in Quarter 4.</p>									

Q3 Challenges Identified

Late publication by Welsh Government in December of the statutory guidance relating to Information, Advice and Assistance means that the time available to design, plan and train staff to support a new model of delivery that is compliant with the Social Services & Wellbeing (Wales) Act will be highly constrained. It is unlikely that the service will be able to deliver a fully compliant model before April 2016 although we understand that most Councils are in a similar or worse position.

Q3 Actions being taken

The Assistant Director leads on the implementation of Information, Advice and Assistance for the region and Cardiff has been identified as a pilot site by the Social Services Improvement Agency which will bring additional support and resource to enable accelerated implementation

Q3 Risk Update

Corporate Risk

Risk Description	Inherent Risk	Residual Risk	Mitigating Actions	Risk Owner
Failure to implement the Social Services & Wellbeing (Wales) Act 2014.	Red	Red	<ul style="list-style-type: none"> Governance arrangements in place to ensure effective monitoring of progress across the region. Senior lead officers identified with responsibility for each work stream. Regional task and finish groups established for each work stream and action plans being delivered. Updated Social Care Development and Workforce Plan submitted to Welsh Government in September 2015. Successful partnership workshop held to ensure full engagement in process. Officers contributing to national work groups as required. Regular reports to Scrutiny Committee with references to Cabinet in place. 	Tony Young
Failure to reduce the cost of delivering social services.	Red	Red	<p>Strategic service improvement governance arrangements including:</p> <ul style="list-style-type: none"> Organisational Development Programme. Improving Services to Children Board. Vulnerable Families Partnership Board. Social Services Reshaping Programme. 	Tony Young

Emerging Risks Identified this Quarter

Risk Description	Inherent Risk	Residual Risk	Mitigating Actions	Risk Owner
N/A				

Update on Previous Quarters Emerging Risks

Risk Description	Inherent Risk	Residual Risk	Progress	Risk Owner
Ability of Enhanced Fostering Scheme provider to deliver commitments.	Red	Red/Amber	<p>Decision was taken to end the contract due to a lack of suitable placements. The following actions are being taken as a result:</p> <ul style="list-style-type: none"> Identification of alternative placements for young people to facilitate return to Cardiff. Review of future arrangements to meet the needs of this cohort. Review the financial impact arising from withdrawal of the scheme. 	Angela Bourge

Key

Actions/Performance Indicators

Progress against Directorate Plan/Corporate Plan Actions and Performance Indicators

Green	On target for delivery
Amber	Issues are currently impacting delivery of action/result
Red	Action/result unlikely to be delivered without significant intervention

Risk

The four risk categories are as follows:

High Priority	Red – significant management action, control, evaluation or improvements required with continued proactive monitoring
Medium Priority	Red / Amber – Seek cost effective management action, control, evaluation or improvements with continued proactive monitoring.
Medium Priority	Amber / Green – Seek cost effective control improvements if possible and/or monitor and review regularly.
Low Priority	Green – Seek control improvements if possible and/or monitor and review.

Risk Matrix:

		CONSEQUENCES				
		1	2	3	4	
LIKELIHOOD	A	A1	A2	A3	A4	Likelihood: A Very Likely B Likely C Unlikely D Very Unlikely Consequences: 1 Major 2 Significant 3 Moderate 4 Minor
	B	B1	B2	B3	B4	
	C	C1	C2	C3	C4	
	D	D1	D2	D3	D4	

Quarter 3

Indicator Ref	Indicator Title	Reported to:	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Q1 2015-16	Q2 2015-16	Q3 2015-16	Current Progress	Status	2015-16 Target	Level Triggering Mgt Action	Comments
		Reported to:																
Children are protected from significant harm and are empowered to protect themselves																		
Referrals 1 Local PI	Number of Referrals Received	CS CMT Scrutiny	2,576	3,241	3,793	4,525	4,730	4,744	4,531	4,195	844	936	954	Target setting not appropriate		Target setting not appropriate	Target setting not appropriate	Q3 2013-14 = 1,142 Q3 2014-15 = 1,050 October = 257 November = 408 December = 289 In addition to referrals the service received 7,976 contacts in Quarter 3 of which 954 proceeded to referral and are included in the number of referrals above.
SCC/006 Core Indicator	The percentage of referrals during the year on which a decision was made within 1 working day	CS CMT Cabinet Scrutiny	98.4%	98.6% (Ave)	99.2% (Ave)	90.4% (Ave)	89.6% (Ave)	90.7% (Ave)	80.3%	83.1%	89.8%	94.1%	88.2%	☹	▼	100.0%		841 / 954 Performance has decreased in Quarter 3 as in the context of a 10% increase in the number of contacts (7,280 to 7,976) and capacity issues at Intake & Assessment. This decrease was anticipated following an increase in turnover of both permanent and agency staff during the quarter. Agency staff have been recruited early in Quarter 4 and this will help get performance back on track by year end. The recruitment of staff to permanent Intake & Assessment posts is now being prioritised. The performance report is based on electronic records, but there is evidence that the electronic capture of the information is delayed. However, management oversight confirms all referrals are subject to manager decision and prioritisation on the day of receipt. All Wales average 2014-15 = 97.0%
SCC/007 (a) Core Indicator	The percentage of referrals that proceed to allocation for initial assessment during the year allocated to a social worker for initial assessment	CS CMT Scrutiny	42.2%	44.0% (Ave)	44.4% (Ave)	42.2% (Ave)	57.1% (Ave)	61.9% (Ave)	92.0%	91.9%	94.1%	92.0%	93.6%	Target setting not appropriate	▲	Target setting not appropriate	Target setting not appropriate	893 / 954 3.4% of referrals were allocated to someone other than a Social Worker for initial assessment in Quarter 3 (32 / 954). 4.1% of referrals did not proceed to initial assessment in Quarter 3 (39 / 954). All Wales average 2014-15 = 73.2%

Quarter 3

Indicator Ref	Indicator Title	Reported to:	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Q1 2015-16	Q2 2015-16	Q3 2015-16	Current Progress	Status	2015-16 Target	Level Triggering Mgt Action	Comments
		Reported to:																
SCC/010 Core Indicator	The percentage of referrals that are re-referrals within 12 months	CS CMT Scrutiny	23.1%	22.2%	25.1%	29.1%	29.5%	32.3%	25.6%	25.4%	25.6%	25.2%	24.3%	☺	▲	24.0%	30.0%	909 / 3,741 There has been a continued decrease in the number of re-referrals over the quarter and performance is on target. Regular monitoring will continue. The review of the Multi-Agency Referral Form planned for Quarter 2 has been integrated with work being undertaken in relation to the Social Services & Wellbeing (Wales) Act. Consideration is being given to adopting the Cwm Taf form which takes account of the National Minimum Core Data Set. It is envisaged that the Multi Agency Safeguarding Hub (MASH), once implemented, will lead to a reduction in inappropriate referrals and re-referrals. There has also been a renewed focus on achieving better outcomes for children at the point of case closure thereby reducing re-referrals to the Directorate. All Wales average 2014-15 = 21.1%
CS-CPR 4 Local PI	CPR caseload	CS CMT Scrutiny	207	213	283	272	255	372	314	255	300	322	311	Target setting not appropriate	▲	Target setting not appropriate	Target setting not appropriate	Figure does not include 15 temporary registrations where case management responsibility for the children is retained by their home authority.
SCC/014 Core Indicator	The percentage of initial child protection conferences due in the year which were held within 15 working days of the strategy discussion	CS CMT Scrutiny	48.9%	73.5% (Ave)	72.7% (Ave)	86.3% (Ave)	82.6% (Ave)	84.6%	83.8%	90.7%	96.4%	98.5%	93.0%	☺	▼	92.0%	75.0%	106 / 114 Performance has decreased slightly in Quarter 3, but remains above target level. All Wales average 2014-15 = 92.6%
SCC/015 Core Indicator	The percentage of initial core group meetings due in the year which were held within 10 working days of the initial child protection conference	CS CMT Scrutiny	69.3%	78.6%	82.6% (Ave)	87.6% (Ave)	88.7%	90.4% (Ave)	88.4%	92.4%	95.2%	97.4%	98.4%	☺	▲	93.0%	85.0%	127 / 129 Performance continued to improve in Quarter 3 and is currently on track to meet the 93% target. All Wales average 2014-15 = 91.1%

Quarter 3

Indicator Ref	Indicator Title	Reported to:	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Q1 2015-16	Q2 2015-16	Q3 2015-16	Current Progress	Status	2015-16 Target	Level Triggering Mgt Action	Comments
		Reported to:																
SCC/034 Core Indicator	The percentage of child protection reviews carried out within statutory timescales during the year	CS CMT Cabinet Scrutiny	98.9%	99.2% (Ave)	99.5% (Ave)	99.2% (Ave)	98.5% (Ave)	98.0% (Ave)	98.5%	99.8%	100.0%	99.6%	100.0%	☺	▲	100.0%	70.0%	282 / 282 100% performance achieved in the context of a 22% increase in the number of required conferences (282 from 231). All Wales average 2014-15 = 98.0%
Children and young people are supported to live safely within their families with the lowest appropriate level of intervention																		
SCC/042 (a) Core Indicator	The percentage of initial assessments carried out within 7 working days	CS CMT Cabinet Scrutiny	79.8%	69.8% (Ave)	54.4% (Ave)	37.9% (Ave)	44.8% (Ave)	67.4% (Ave)	40.1%	50.6%	67.1%	91.7%	83.2%	☺	▼	80.0%	50.0%	691 / 831 October = 90.5% November = 82.5% December = 77.0% Following significant improvements in recent quarters, performance has declined steadily in Quarter 3 as a result of capacity issues at Intake & Assessment. However, the 80% target was met for only the second time since Quarter 3 2007-08. Agency staff have been recruited early in Quarter 4 and this will help get performance back on track by year end. The recruitment of staff to permanent Intake & Assessment posts is now being prioritised. The average working days taken to complete initial assessments that took longer than 7 working days = 10.5 (1,471 / 140). All Wales average 2014-15 = 75.9%

Quarter 3

Indicator Ref	Indicator Title	Reported to:	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Q1 2015-16	Q2 2015-16	Q3 2015-16	Current Progress	Status	2015-16 Target	Level Triggering Mgt Action	Comments
		Reported to:																
SCC/011 (a) Core Indicator	The percentage of initial assessments that took place during the year where there is evidence that the child has been seen by the Social Worker	CS CMT Scrutiny	26.8%	31.0% (Ave)	40.7% (Ave)	45.1% (Ave)	44.9% (Ave)	59.6% (Ave)	67.1%	60.9%	64.4%	66.6%	58.0%	☹	▼	80.0%	60.0%	482 / 831 Performance against this PI has a relationship with SCC/007a. There has been a significant drive in empowering social workers and managers to undertake the most appropriate assessment at the point of referral. This has led to a range of outcomes including initial assessments: • Proceeding straight to child protection investigations / core assessment / specialist assessments. • Being closed with no further action after receiving managers have re-evaluated the decision to proceed to initial assessment. In these circumstances a full initial assessment would not have been completed - a more appropriate assessment would have been undertaken and the child seen as part of that assessment. This is commensurate with the new Social Services & Wellbeing (Wales) Act 2014 wherein a proportionate assessment will be undertaken following all referrals. The target set by the ADSS, WLGA and CSSIW pre-dates this new approach which is consistent with the direction of travel across the country. Inclusion of children seen by a Children's Services worker other than a social worker increases the percentage of children seen to 60.5% (503 / 831).
SCC/043 (a) Core Indicator	The percentage of required core assessments carried out within 35 working days	CS CMT Cabinet Scrutiny	27.3%	41.2% (Ave)	49.5% (Ave)	36.3% (Ave)	49.5%	68.2% (Ave)	71.1%	61.0%	71.2%	75.1%	78.6%	☺	▲	80.0%	50.0%	319 / 406 October = 72.1% November = 80.5% December = 82.8% Performance has continued to improve in Quarter 3, with both November and December exceeding the 80% target. The average working days taken to complete core assessments that took longer than 35 working days =93 (8,080 / 87). All Wales average 2014-15 = 80.7%

Looked after children experience the best care and support to help them recognise their abilities, have aspirations and achieve their full potential

Quarter 3

Indicator Ref	Indicator Title	Reported to:	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Q1 2015-16	Q2 2015-16	Q3 2015-16	Current Progress	Status	2015-16 Target	Level Triggering Mgt Action	Comments
		Reported to:																
CS LAC 3e Local PI	LAC caseload (not including respite care arrangements for disabled children)	CS CMT Scrutiny	521	520	530	521	568	557	611	650	662	630	625	Target setting not appropriate		Target setting not appropriate	Target setting not appropriate	Cardiff rate at 30.09.15 = 8.6 per 000 Wales rate at 31.03.14 = 9.1 per 000
CS LAC 58 Local PI	Percentage of children in regulated placements who are placed in Cardiff	CS CMT Scrutiny	New for 2008-09	61.4%	64.8%	67.0%	65.6%	62.2%	62.0%	60.7%	60.4%	61.6%	60.9%	☹	▼	65.0%	60.0%	296 / 486 The PI counts only children placed within the LA boundaries and excludes children placed in neighbouring authorities close to their home area and attending Cardiff schools. 16.3% (30) of children not placed in Cardiff are placed within 10 miles of their home address. 2 of the children not placed in Cardiff are placed with a relative carer. Planning always takes account of placement location for children. Some children need a specialist placement that is not available in the city or need to live away from families, communities or individuals that could present risks for them.
SCC/001 (a) Core Indicator	The percentage of first placements of looked after children during the year that began with a care plan in place	CS CMT Scrutiny	75.8%	83.4% (Ave)	82.3% (Ave)	78.3% (Ave)	72.3%	64.2% (Ave)	62.5%	75.0%	67.0%	81.3%	77.8%	☹	▼	95.0%	80.0%	49 / 63 Performance against this indicator has reduced slightly in Quarter 3 and will be kept under close review by managers. All Wales average 2014-15 = 92.2%
SCC/001 (b) Core Indicator	For those children looked after whose second review (due at 4 months) was due in the year, the percentage with a plan for permanence at the due date	CS CMT Scrutiny	69.2%	80.2% (Ave)	90.7% (Ave)	90.4% (Ave)	87.1%	83.0% (Ave)	76.4%	81.1%	85.7%	96.6%	74.1%	☹	▼	87.0%	80.0%	40 / 54 The reasons for this decrease are currently being investigated. All Wales average 2014-15 = 94.7%

Quarter 3

Indicator Ref	Indicator Title	Reported to:	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Q1 2015-16	Q2 2015-16	Q3 2015-16	Current Progress	Status	2015-16 Target	Level Triggering Mgt Action	Comments
		Reported to:																
SCC/021 Core Indicator	The percentage of looked after children reviews carried out within statutory timescales during the year	CS CMT Scrutiny	92.3%	95.9% (Ave)	96.2% (Ave)	96.4% (Ave)	95.2%	95.2% (Ave)	92.4%	88.3%	93.2%	96.0%	95.9%	😊	👉	100.0%	70.0%	397 / 414 All Wales average 2014-15 = 95.5%
SCC/025 Core Indicator	The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations	CS CMT Scrutiny	69.3%	79.5% (Ave)	88.2% (Ave)	83.9% (Ave)	85.1%	89.5% (Ave)	87.7%	88.9%	85.1%	85.3%	85.3%	😐	👉	92.0%	85.0%	353 / 414 All Wales average 2014-15 = 87.7%
Cardiff is the destination of choice for committed social work professionals																		
Staff 1 Local PI	Percentage of social work vacancies in all teams	CS CMT Cabinet Scrutiny	22.1%	26.1%	15.2% (Ave)	14.7% (Ave)	15.9% (Ave)	14.5% (Ave)	20.8% (Ave)	27.2% (Ave)	23.5%	21.4%	21.6%	😐	👉	15.0%	25.0%	97.5 / 451.2 I&A = 44.3% CIN = 16.5% LAC = 11.2.0% The vacancy position has remained stable since Quarter 2, although the position has gradually deteriorated during Quarter 3. The recruitment campaign is ongoing and agreement has been reached that when all vacancies have been filled, Children's Services will continue to recruit to a "pool" of additional social workers. This will enable the service to maintain consistency of service provision and caseloads whilst managing healthy staff turnover without needing to rely on expensive agency social workers. The ambitious 15% target has been revised to 18% for 31st March 2017. Work on the Children's Services Workforce Strategy is ongoing and is on target to be signed off and an implementation plan agreed in Quarter 4.
Children's Services are provided on the basis of the most efficient and effective use of resources																		

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Quarter 3

Indicator Ref	Indicator Title	Reported to:	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Q1 2015-16	Q2 2015-16	Q3 2015-16	Current Progress	Status	2015-16 Target	Level Triggering Mgt Action	Comments
		Reported to:																
CS LAC 44 Local PI	Percentage of LAC placements with independent sector providers	CS CMT Scrutiny	56.4%	56.6%	58.9%	62.0%	64.2%	68.6%	67.4%	71.8%	70.3%	70.3%	70.0%	☹	👉	60.0%		340 / 486 Of the 340 placements with independent sector providers, 121 started within the last 12 months. The first meeting of the Enhanced Fostering Scheme Governance Board was held during the quarter. A Multi-Agency Steering Decision-Making Group became operational and the first young person was placed within the scheme. However, from the middle of the quarter concerns about the capacity of the provider to deliver on its commitments prompted the Director to intervene. The provider's initial reaction was positive and signalled an intention to address issues.

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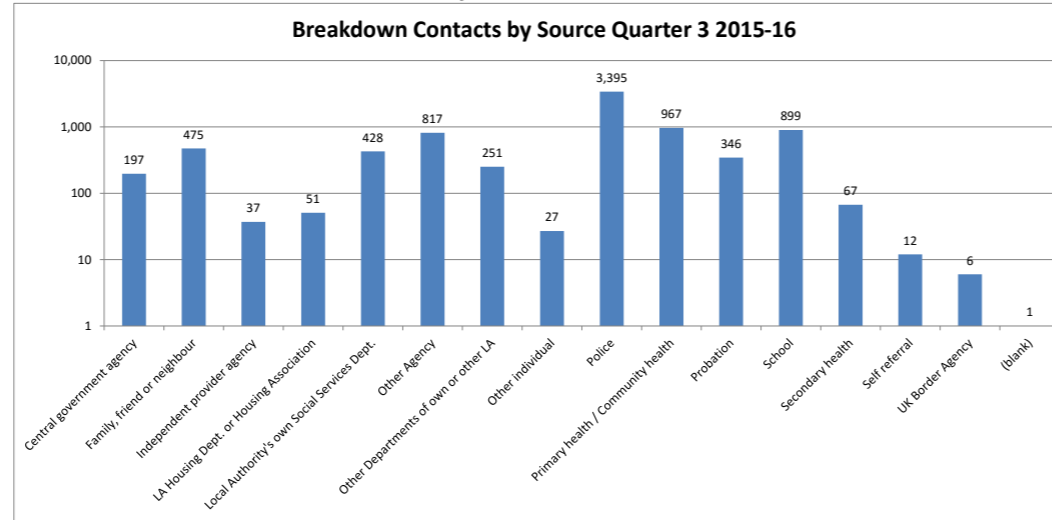
Contacts - Quarter 3 2015-16 Summary

Total No of Contacts in Quarter 3 2015-2016 | 7,976

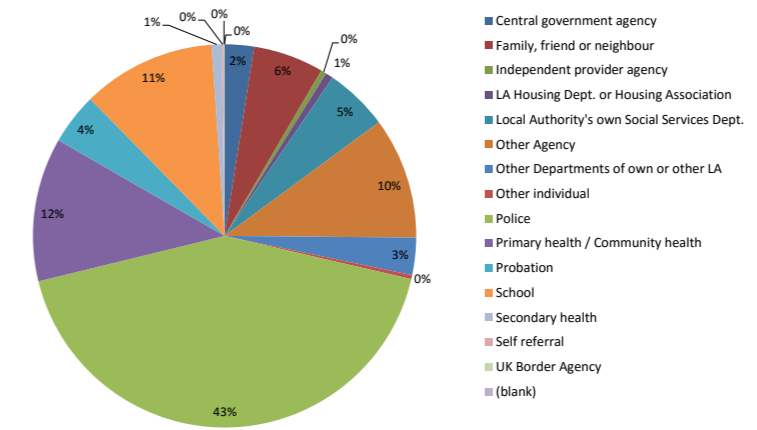
Source of Contact	Total	Total %
Central government agency	197	2.5%
Family, friend or neighbour	475	6.0%
Independent provider agency	37	0.5%
LA Housing Dept. or Housing Association	51	0.6%
Local Authority's own Social Services Dept.	428	5.4%
Other Agency	817	10.2%
Other Departments of own or other LA	251	3.1%
Other individual	27	0.3%
Police	3,395	42.6%
Primary health / Community health	967	12.1%
Probation	346	4.3%
School	899	11.3%
Secondary health	67	0.8%
Self referral	12	0.2%
UK Border Agency	6	0.1%
(blank)	1	0.0%
Grand Total	7,976	100.0%

(blank) =No Information recorded on CareFirst

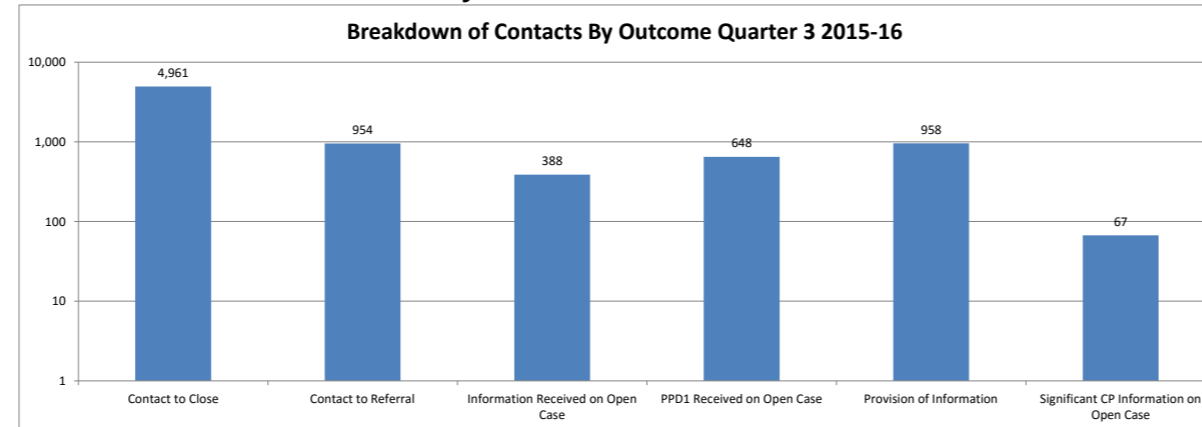
Breakdown of Contacts by Source Quarter 3 2015-16



Breakdown of Contacts by Source Quarter 3 2015-16



Breakdown of Contacts By Outcome Quarter 3 2015-16

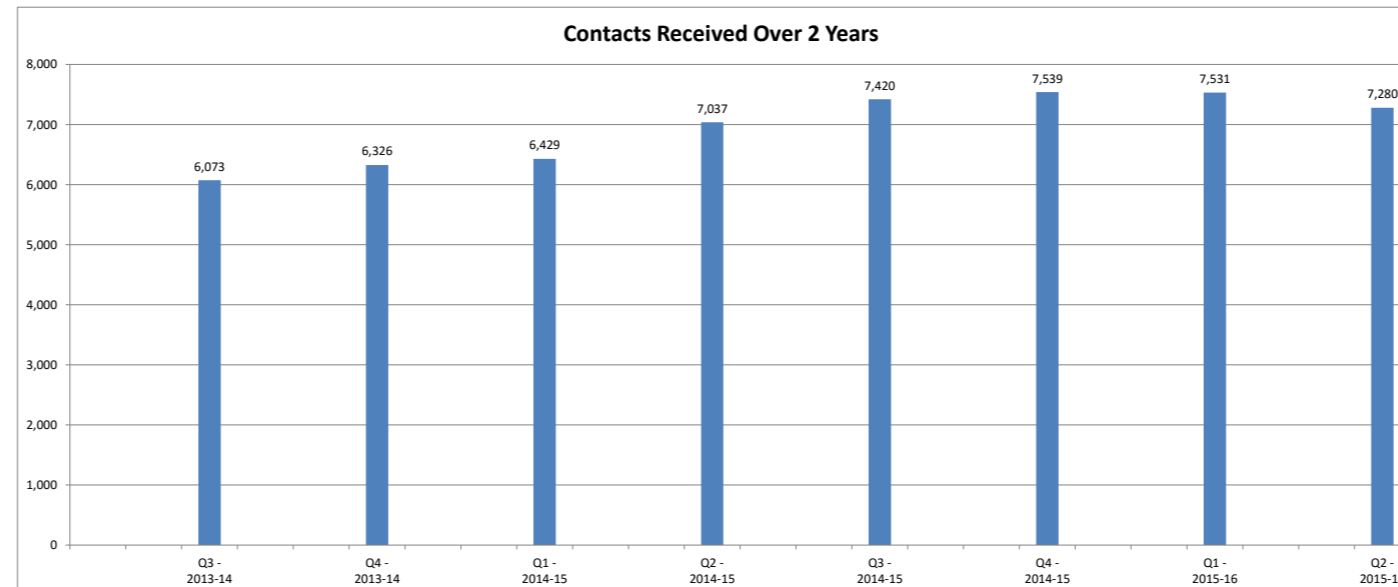


Contact Outcome	Total	Total %
Contact to Close	4,961	62.2%
Contact to Referral	954	12.0%
Information Received on Open Case	388	4.9%
PPD1 Received on Open Case	648	8.1%
Provision of Information	958	12.0%
Significant CP Information on Open Case	67	0.8%
Grand Total	7,976	100.0%

Contacts Received Over 2 Years

Month	Month Total	Quarter	Quarter Total
Oct-13	2,270		
Nov-13	2,014		
Dec-13	1,789	Q3 - 2013-14	6,073
Jan-14	2,040		
Feb-14	2,199		
Mar-14	2,087	Q4 - 2013-14	6,326
Apr-14	1,995		
May-14	2,074		
Jun-14	2,360	Q1 - 2014-15	6,429
Jul-14	2,397		
Aug-14	2,080		
Sep-14	2,560	Q2 - 2014-15	7,037
Oct-14	2,688		
Nov-14	2,487		
Dec-14	2,245	Q3 - 2014-15	7,420
Jan-15	2,656		
Feb-15	2,329		
Mar-15	2,554	Q4 - 2014-15	7,539
Apr-15	2,274		
May-15	2,460		
Jun-15	2,797	Q1 - 2015-16	7,531
Jul-15	2,566		
Aug-15	2,016		
Sep-15	2,698	Q2 - 2015-16	7,280
Oct-15	2,614		
Nov-15	3,096		
Dec-15	2,266	Q3 - 2015-16	7,976

Contacts Received Over 2 Years



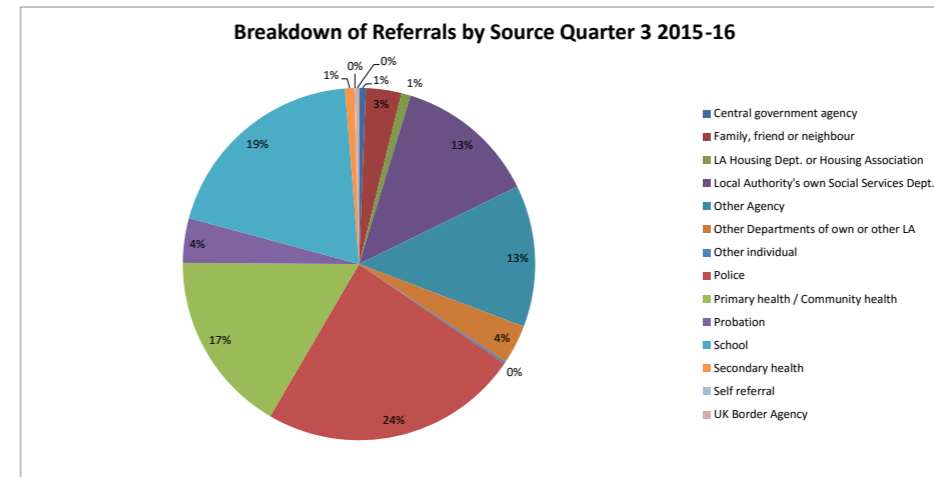
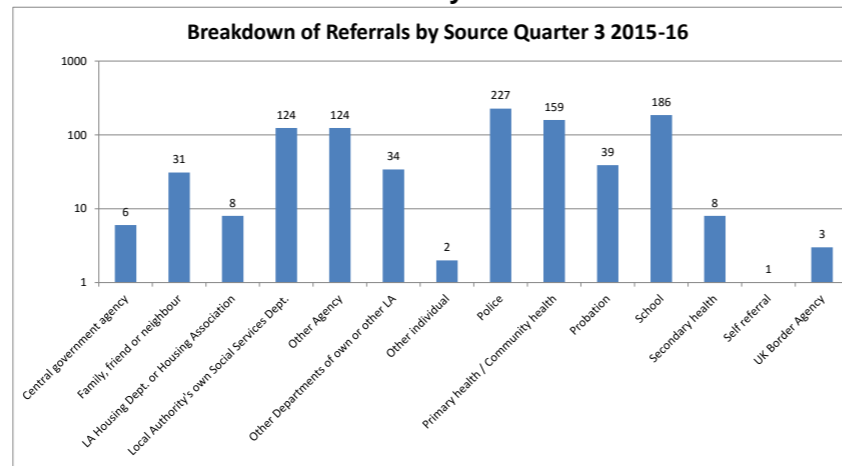
Referrals - Quarter 3 2015-16 Summary

No of Referrals Quarter 3 2015-16 952

Breakdown of Referrals by Source Quarter 3 2015-16

Source of Referral	Total	Total %
Central government agency	6	0.6%
Family, friend or neighbour	31	3.3%
LA Housing Dept. or Housing Association	8	0.8%
Local Authority's own Social Services Dept.	124	13.0%
Other Agency	124	13.0%
Other Departments of own or other LA	34	3.6%
Other individual	2	0.2%
Police	227	23.8%
Primary health / Community health	159	16.7%
Probation	39	4.1%
School	186	19.5%
Secondary health	8	0.8%
Self referral	1	0.1%
UK Border Agency	3	0.3%
Grand Total	952	100.0%

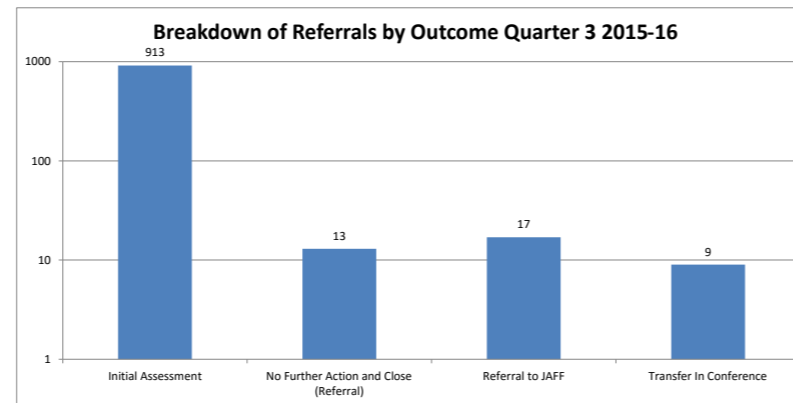
Referrals Started in Next quarter	5
Referrals resulting from Contacts in previous Quarter	3
Total Referrals resulting from Contacts in Current quarter	954



Breakdown of Referrals by Outcome Quarter 3 2015-16

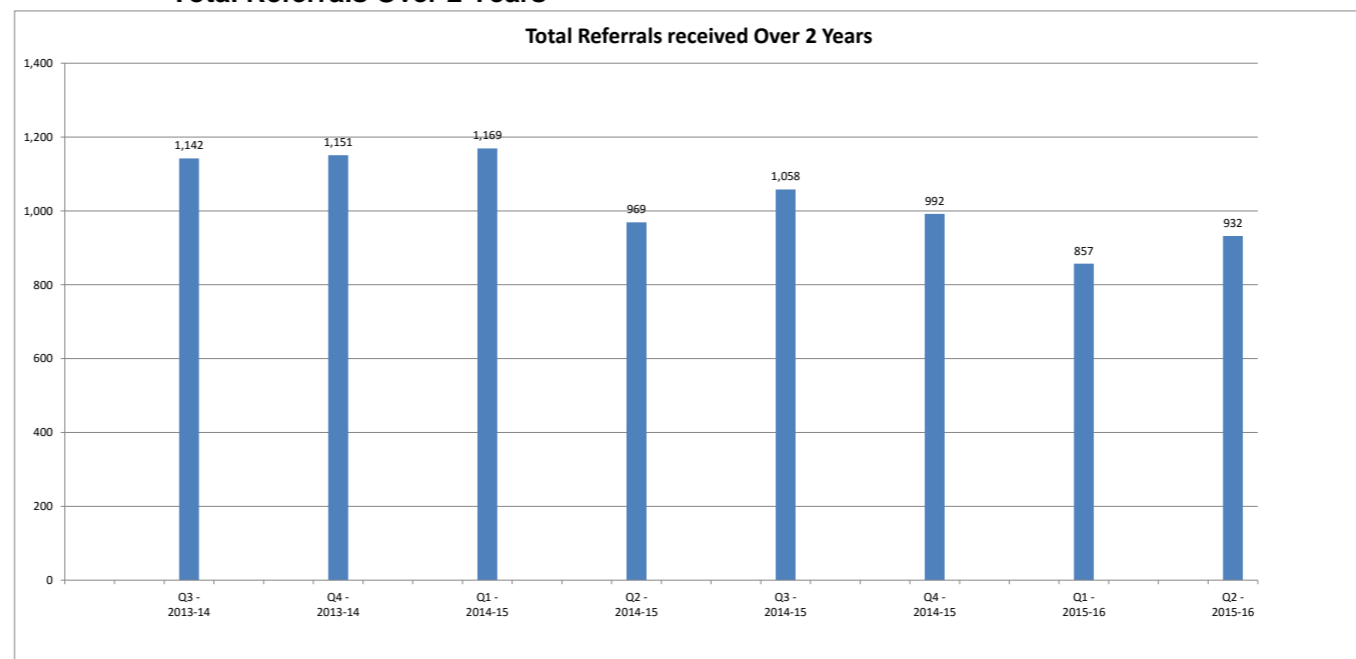
Row Labels	Total	Total %
Initial Assessment	913	95.9%
No Further Action and Close (Referral)	13	1.4%
Referral to JAFF	17	1.8%
Transfer In Conference	9	0.9%
Grand Total	952	100.0%

Referrals Started in Next quarter	5
Referrals resulting from Contacts in previous Quarter	3
Total Referrals resulting from Contacts in Current quarter	954



Total Referrals Over 2 Years

Month	Month Total	Quarter	Quarter Total
Oct-13	406		
Nov-13	388		
Dec-13	348	Q3 - 2013-14	1,142
Jan-14	395		
Feb-14	385		
Mar-14	371	Q4 - 2013-14	1,151
Apr-14	339		
May-14	405		
Jun-14	425	Q1 - 2014-15	1,169
Jul-14	368		
Aug-14	256		
Sep-14	345	Q2 - 2014-15	969
Oct-14	371		
Nov-14	360		
Dec-14	327	Q3 - 2014-15	1,058
Jan-15	303		
Feb-15	335		
Mar-15	354	Q4 - 2014-15	992
Apr-15	253		
May-15	286		
Jun-15	318	Q1 - 2015-16	857
Jul-15	342		
Aug-15	340		
Sep-15	250	Q2 - 2015-16	932
Oct-15	257		
Nov-15	398		
Dec-15	297	Q3 - 2015-16	952



**CITY AND COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**

CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE

15 March 2016

**QUARTER THREE CORPORATE PERFORMANCE REPORT and LONG
TERM STRATEGY FOR SCHOOL IMPROVEMENT “CARDIFF 2020 –
AIMING FOR EXCELLENCE”**

Purpose of the Report

1. The Committee receives regular Education Corporate Performance reports as part of the Committee’s performance management role. This report provides The Director of Education and Lifelong Learning with the opportunity to present the Education Directorate Corporate Performance report for Quarter 3 2015/16, attached at **Appendix A**.
2. As part of the Children & Young People Scrutiny Committee 2015-16 Work Programme, agreed in September 2015, the Committee requested a report on the Long Term Strategy for School Improvement. This report provides the Committee with a verbal update on the progress being made in developing the Education Department’s Long Term Strategy for School Improvement (Cardiff 2020 – Aiming for Excellence), which is being developed through the Citywide Head Teachers Group.

Corporate Performance Quarter 3

3. The Council’s Performance Management Framework includes the regular reporting of Quarterly Performance by Directorate. The Quarter 3 Education Performance reports, attached at **Appendix A**, cover:
 - Progress against Corporate Plan commitments
 - Progress against Directorate Plan Actions
 - Progress on challenges previously identified

- Service delivery issues
 - Key Performance Indicator data
 - Corporate risks.
4. The report provides the Committee with information about the context that these services are operating in, performance information and the management actions that are being taken to address performance issues. The report also provides an explanation of the progress being made in addressing the challenges identified in each quarter.

Scope of the Scrutiny for the Quarter 3 Corporate Performance Report

5. This performance monitoring report will enable Committee to review, assess and challenge the implementation of actions to improve education for Cardiff's pupils. Members may also wish to pass any comments, concerns or recommendations to the Cabinet Member and or Director of Education and Lifelong Learning. At this meeting Committee can review and question:
- (i) the progress being made in achieving the Performance indicator targets for 2015/16;
 - (ii) the resources available to deliver the corporate plan actions and core business priorities;
 - (iii) any identified project risks (red status) and the appropriateness of the proposed countermeasure; and
 - (iv) the quality and analysis of the performance information presented to Committee.

Long Term Strategy for School Improvement

Background

6. The Committee, agreed to include the long term strategy as at its meeting in May 2015, Members received a briefing and letter from the Assistant Director of Estyn following their Estyn Monitoring visit in March. The Assistant Director highlighted that there was not a clear enough shared understanding of the Long Term Strategy for school improvement. Following the consideration of these

comments the Members agreed to write to the Director of Education and Lifelong Learning informing him of the concerns expressed by the Inspector.

7. The Committee scrutinised the Education and Lifelong Learning Delivery Plan 2015/16, in June 2015, and expressed their concern that the Delivery Plan did not clearly detail the development of a long term strategy for school improvement. Members noted the Directors comments that schools were taking on more responsibilities for the improvement agenda, however Members agreed to include the consideration of the Strategy in its work Programme
8. The Director of Education and Lifelong Learning agreed to provide the Committee with a verbal update on the development of the Long Term Strategy for School Improvement, which has been produced in co-operation with Head Teachers across Cardiff's Schools.

Way Forward

9. Councillor Sarah Merry (Cabinet Member for Education and Skills), Nick Batchelar, Director of Education and Lifelong Learning, will comment on both areas, and will be available to answer any questions Members may have.
10. This report will also enable Members to provide any comments, concerns or recommendations to the Cabinet Member for Education and Director of Education and Lifelong Learning.

Legal Implications

11. 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 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

12. 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 will set out any financial implications arising from those recommendations.

RECOMMENDATION

That Committee reviews the information attached at **Appendix A**, together with information provided at the meeting and provide any recommendations, comments or advice to the Cabinet Member and / or Director of Education and Lifelong Learning.

DAVID MARR

Interim Monitoring Officer

NICK BATCHELAR

**Director of Education and
Lifelong Learning**

8 March 2016

Q3 Delivery and Performance Report 2015/16

Progress against actions in the Corporate Plan 2015/16

Q3 2015/16 – (397*)



*Including 1 (0.25%) N/A

Progress against relevant Performance Indicators

Q3 2015/16 – (125*)



*Excluding 98 Annual indicators, 28 with no results and 13 N/A

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Q3 Customer Contact



Twitter Media followers
50,323 followers in English
1,840 followers in Welsh
4,834 Likes on Facebook



Complaints	Q1 (14/15)	Q2 (14/15)	Q3 (14/15)	Q4 (14/15)	Q1 (15/16)	Q2 (15/16)	Q3 (15/16)
New Complaints Received	682	676	507	533	497	603	569
Corporate Complaints	675	670	502	547	490	599	563
Complaints through the medium of Welsh	7	6	5	6	7	4	6
Acknowledgements not sent within 5 days	26	15	15	12	7	23	18
Response not sent within 20 days	55	37	33	25	39	34	36
Compliments Received	434	427	371	328	288	293	303

Directorate	Members Enquiries Received			Responded on time			
	Q1	Q2	Q3	Q2	Q2%	Q3	Q3 %
City Operations	437	567	543	396	70%	399	73%
Communities	119	127	101	107	84%	85	84%
Economic	3	2	6	1	50%	6	100%
Education	11	10	9	6	60%	8	89%
Gov & Legal	5	1	2	0	-	2	100%
Resources	17	12	8	11	92%	5	63%
SS - Adults	5	7	2	5	71%	1	50%
SS— Children's	0	3	1	2	67%	1	100%
Total	597	729	672	528	72%	507	75%

During Q3 Waste have continued to receive high volumes of member enquiries, whilst Highways have made considerable effort to reduce late cases and respond proactively to Requests for Service. Approx. 15% of enquiries account for Request for Service. The Members Central Team continue to work with areas that have poor response performance to take action to improve this.

Total Staff Costs at Q3	£133,522,581
Total Agency Costs at Q3	£11,476,890
Total Overtime Costs at Q3	£2,928,808

The spend on agency may reflect an overspend against budget as there may be vacant posts where there is a budget but the staff are employed through an agency, so the permanent staff budget will show an underspend and the agency staff an overspend.

Staff Costs to End Q3	% of Annual Budget		% Spend Agency	% Spend Overtime
£37,176,397	75.83%	City	14.21%	3.53%
£16,974,630	76.23%	Operations		
		Communities	7.64%	1.69%
£1,271,376	73.86%	Corp Mgmt	4.22%	0.21%
£8,764,310	77.30%	Economic	9.14%	3.94%
£15,613,123	72.26%	Education	3.31%	0.81%
£2,408,208	69.86%	Gov & Legal	5.59%	0.24%
£27,348,406	69.15%	Resources	3.06%	1.29%
£11,846,889	79.15%	SS-Adults	3.62%	3.74%
£12,119,243	71.82%	SS-Children's	17.54%	0.46%

Agency
8.60%

Overtime
2.19%

Staff Costs at Quarter 3

Directorate	Staff Budget	Spend to Month 9	% Annual	Overtime Budget	Overtime to Month 9	Overtime Spend as % of Employee Spend	Agency Budget	Agency Spend to Month 9	Agency Spend as % of Employee Spend
City Operations	49,029,025	37,176,397	75.83%	1,858,645	1,312,107	3.53%	3,944,645	5,281,847	14.21%
Communities, Housing & Customer Svcs	22,266,340	16,974,630	76.23%	327,210	286,972	1.69%	161,270	1,296,551	7.64%
Corporate Management	1,721,280	1,271,376	73.86%	0	2,640	0.21%	0	53,663	4.22%
Economic Development	11,337,550	8,764,310	77.30%	376,160	345,336	3.94%	424,920	801,310	9.14%
Education	21,606,020	15,613,123	72.26%	0	126,047	0.81%	195,290	517,246	3.31%
Governance & Legal Services	3,447,260	2,408,208	69.86%	0	5,676	0.24%	0	134,651	5.59%
Resources	39,549,081	27,348,406	69.15%	386,180	351,655	1.29%	285,950	837,281	3.06%
Adult Services	14,967,960	11,846,889	79.15%	58,720	442,794	3.74%	30,330	428,755	3.62%
Children Services	16,873,980	12,119,243	71.82%	0	55,579	0.46%	510,930	2,125,587	17.54%
Grand Total	180,798,496	133,522,581	73.85%	3,006,915	2,928,808	2.19%	5,553,335	11,476,890	8.60%

*The Total for Staff Budget excludes the Social Services total but includes the figures for Social Services – Adults and Social Services - Children

Sickness Absence Q3

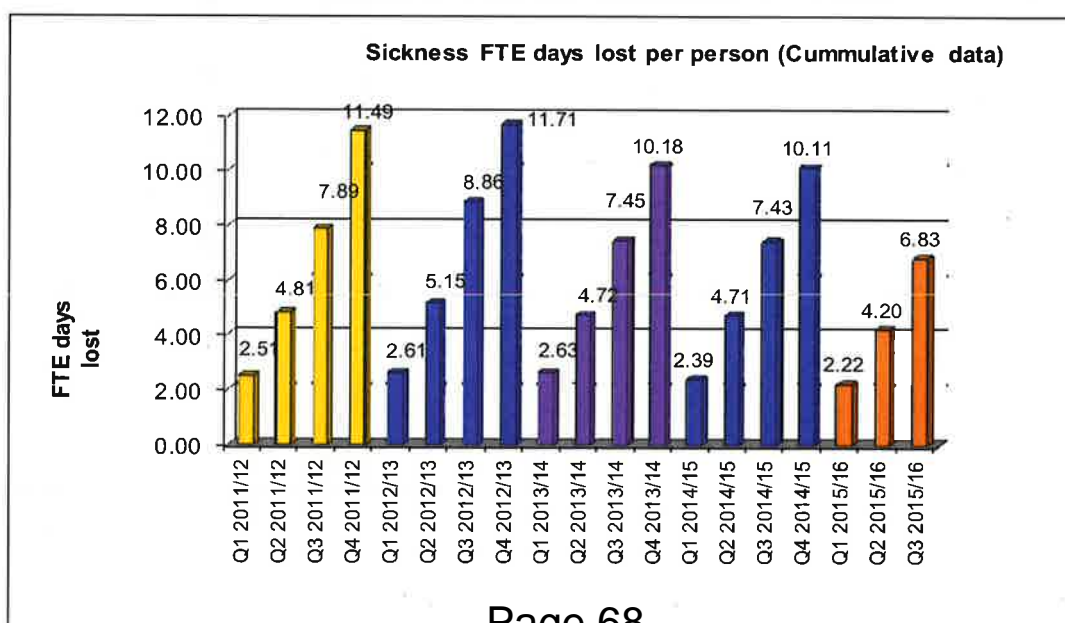
FTE days

2015/16

6.8

	Av FTE Numbers	FTE Annual Target	Q3 Days lost	Forecast for 2015/16
City Operations	1,375	13.0	9.5	12.8
Communities	960	9.0	7.8	10.6
Economic Development	245	6.0	5.8	7.9
Education	750	8.0	5.0	6.8
Education - Schools	5,400	7.8	5.7	7.6
Governance & Legal	85	6.0	4.3	5.8
Resources	927	8.0	6.2	8.4
SS - Adult	650	13.0	10.7	14.4
SS - Children's	350	13.0	11.1	15.0
Total	10,746*	9.0	6.8	9.2

*This figure includes schools based education staff. The information for Quarter 3 shows a decrease in the number of days lost when compared to the same period in 2014/15. Performance in Quarter 3 is also the lowest in 5 years. The current forecast for the year end is 9.2 days lost per FTE. Performance continues to improving. However it is important to maintain the focus on the effective management of sickness across the Council. Part of the focus has been on the roll out of mandatory e-learning training on the Attendance and Wellbeing Policy; the continued in depth work in directorates to support further improvement; the identification and sharing of good practice across the council; and the introduction of an Employee Assistance programme with 24/7 access for all employees.



Quarter 3
Personal Performance and Development Review Compliance as at 8th January 2016

Organisation Name	PPDR Half Year Review Compliance		
	Total (Head Count)	Completed	Percentage (%)
City Operations	1328	1227	92.4%
Communities, Housing & Customer Services	1033	969	93.8%
Economic Development	255	232	91.0%
Education & Lifelong Learning (exc schools and central teachers)	825	670	81.2%
Governance & Legal Services	80	69	86.3%
Resources	1280	1187	92.7%
Social Services – Adults	627	581	92.7%
Social Services – Childrens	343	259	75.5%
Social Services (Total)	970	840	86.6%
Total	5792	5194	90%

Compliance for the completed half year review stage has improved from 85.8% in 2014/15 to 89.7% in 2015/16. Whilst compliance has improved, actions are being taken across the Council to ensure that the PPDR process is followed with a focus on half year PPDR reviews being completed.

Information Requests

Change and Improvement Managed Requests						
Function	FOI		DPA		Overall IR Compliance	
	Due	Compliance	Due	Compliance	Due	Compliance
Children's Services	31	93.55%	15	100.00%	46	95.65%
Crematoria & Cemeteries	2	100.00%	0	-	2	100.00%
Communication & Media	7	100.00%	0	-	7	100.00%
CTS	0	-	0	-	0	-
Culture & Tourism	0	-	0	-	0	-
Democratic Services	9	55.56%	0	-	9	55.56%
Econ & Major Projects	14	78.57%	0	-	14	78.57%
Education	22	81.82%	3	100.00%	25	84.00%
Emergency Management	0	-	0	-	0	-
Enterprise	0	-	0	-	0	-
Enterprise Archi	0	-	0	-	0	-
Environmental Health	18	100.00%	0	-	18	100.00%
Exchequer & Dev	0	-	0	-	0	-
Facilities Management	4	50.00%	0	-	4	50.00%
Finance & Procurement	76	97.37%	1	100.00%	77	97.40%
Harbour Authority	0	-	0	-	0	-
Health & Safety	1	-	0	-	1	-
Highways & Transport	74	98.65%	0	-	74	98.65%
HRPS	22	59.09%	6	83.33%	28	64.29%
ICT	4	100.00%	0	-	4	100.00%
Improvement & Info	4	50.00%	47	93.62%	51	90.20%
Infrastructure	0	-	0	-	0	-
Legal Services	5	80.00%	0	-	5	80.00%
Licensing	17	88.24%	0	-	17	88.24%
Parks & Sport	17	58.82%	0	-	17	58.82%
Planning	12	83.33%	0	-	12	83.33%
Policy, Partnership	1	100.00%	0	-	1	100.00%
Project, Design, Dev	0	-	0	-	0	-
Procurement	7	100.00%	0	-	7	100.00%
Regeneration Prog	0	-	0	-	0	-
Risk & Audit	0	-	0	-	0	-
Scrutiny Services	0	-	0	-	0	-
Shared Services	0	-	0	-	0	-
Strategic Estates	0	-	0	-	0	-
Trading Standards	12	83.33%	3	-	15	66.67%
Traffic Network Man	1	100.00%	80	100.00%	81	100.00%
Waste Management	18	61.11%	0	-	18	61.11%
Total	379	86.81%	155	95.48%	534	89.33%
Multi- Function	42	78.57%	8	75.00%	50	78.00%
Total	457	83.81%	188	92.55%	645	86.36%

645

Requests

86.36%

compliance

In Quarter 3 the Council handled 645 information requests under FOI & DPA Legislation. This was a 20% increase from Quarter 2.

Although the central team have taken on more service requests and there has been an increase in volume there have still been slight overall increases in compliance with requests managed centrally. Compliance with requests managed by Directorates remains below the Council's target of 85%. The Improvement & Information Team are looking at further opportunities for improving these services.

Compliance in relation to Children's Services requests has improved from 75% to 95.65% as a result of these being brought into the Improvement and Information Team.

The Multi Function requests cover a number of service areas. The Council handled 50 of these requests during Quarter 3 & compliance with these was 78%.

61

Requests

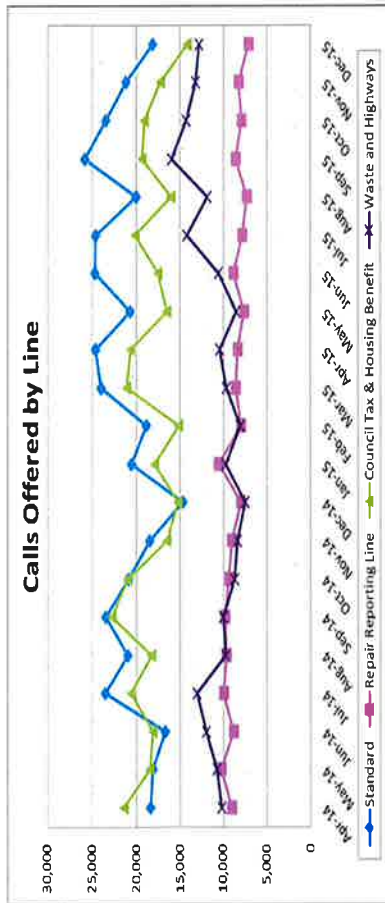
67.21%

compliance

Requests Managed by Directorates						
Function	FOI		DPA		Overall IR Compliance	
	Due	Compliance	Due	Compliance	Due	Compliance
Customer Services	6	50.00%	0	-	6	50.00%
Health & Social Care	12	58.33%	22	81.82%	34	73.53%
Housing	18	61.11%	3	66.67%	21	61.90%
Total	36	58.33%	25	80.00%	61	67.21%

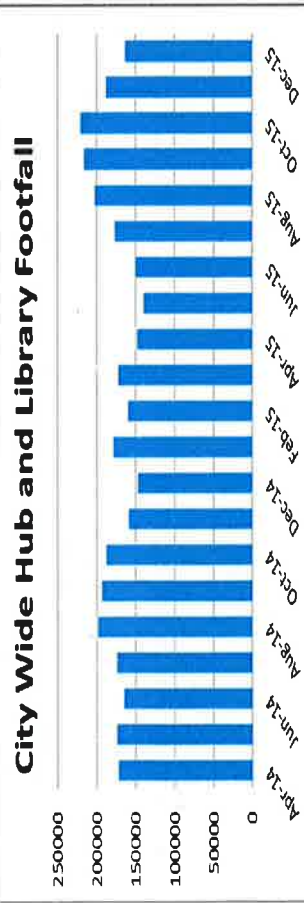
Customer Contact

Calls offered to C2C



Update: Quarter 3 has seen a decrease in call volumes, particularly compared to Quarter 2 which saw C2C's busiest month since opening with high call volumes regarding the city wide waste restrictions programme. December historically sees a decrease in calls. Over the quarter an answer rate of 96% was achieved by C2C.

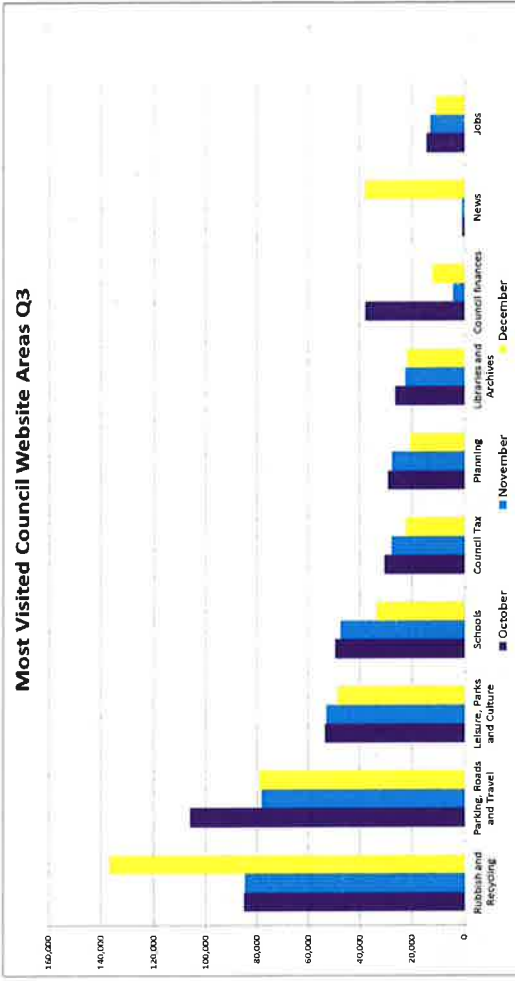
Total Footfall in both Libraries & Hubs across the City



Update: Quarter 3 2015/16 saw 571,626 visitors, an increase of 78,206 against the Quarter 3 2014/15 volume of 493,420. This is despite the ongoing closure of Roath library due to Health & Safety considerations, as well as the closure of Grangetown library, closed for refurbishment and there has been a short closure at St Mellons library due to building work.

Most visited Website Areas

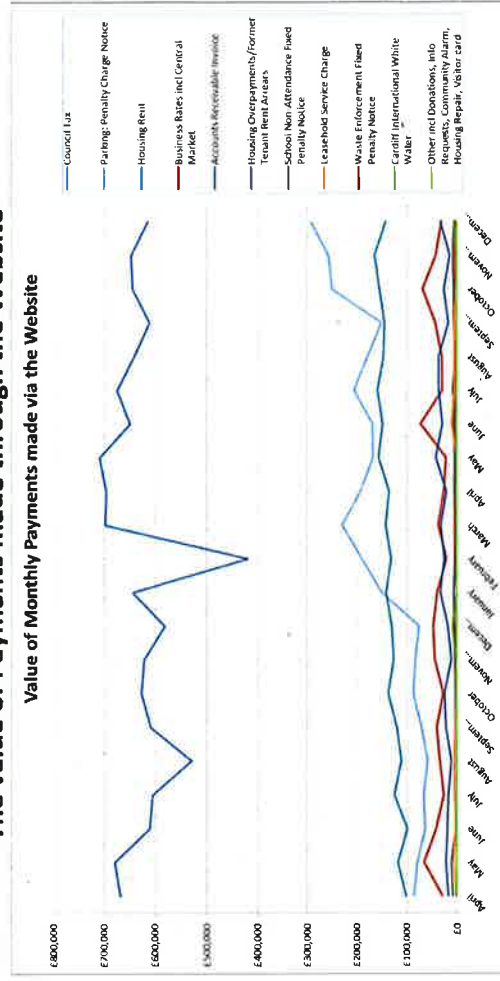
Most Visited Council Website Areas Q3



This chart shows (in descending order) the comparative levels of interest / page views by customers on the top 10 most viewed sections of the site each month during Quarter 3.

The value of Payments made through the Website

Value of Monthly Payments made via the Website



Outcome Agreement Measures for Q3 2015/16

Economic Development

Measure	2015/16 Target	Q1 15/16	Q2 15/16	Q3 15/16
Businesses supported	50	153	229	303
New & safeguarded jobs in businesses supported financially by the Council	500			Awaiting info
New & safeguarded jobs in businesses supported financially or otherwise by the Council	1000	478	1653	2099
Grade A office space	100,000 Sqft	180,000sq ft		Awaiting info
Jobs 10% above average Wales salary	20%			Awaiting info
Grant aid and private sector finance to companies assisted by the Council	£1,000,000	£1,044m	£5,130m	£6,959,014

Education

Measure	Academic Year 14/15	Annual Target
% pupils achieving foundation phase indicator	86.73%	85.8%
% pupils KS2 achieving CSI	87.76%	86.5%
% pupils KS3 achieving CSI	83.40%	79.3%
% pupils KS4 achieving Level 2 threshold	59.3%	60%
No. of Schools placed in special measures or significant improvement	6	0
Attendance at Primary School	95.1%	94.6%
Attendance at secondary school	93.86%	94.1%

Health & Social Care

Progress against the Health & Social Care measures



- Likely to meet annual target
- Unlikely to meet annual target
- Annual measure
- May meet annual target
- Target not applicable

The indicators that are unlikely to meet annual target relate to home care and care home packages and delayed transfers of care.

Education, Employment & Training

Measure	Q1 15/16	Q2 15/16	Q3 15/16	Annual Target
Number of work experience placements*	277	62	27	1000
Number of businesses attending jobs fair events	2	39	4	70
% Year 11 leavers NEET**	N/A	N/A	4.5% provisional	2.5%
Year 13/14 leavers NEET**			2.6% provisional	3%

*Welsh Government has ceased Careers Wales funding which is adversely affecting our ability to deliver against target.

** Cardiff's NEET figures will not be verified until March 2016

Housing

Measure	Q1 15/16	Q2 15/16	Q3 15/16	Annual Target
Boiler upgrades*	320	362	92	550
Roof replacements	85	96	63	240
Cladding of flats**	0	0	0	40

* Contract on accelerated programme and all non-A rated boilers now issued for replacement

** Planned works for Jan / Feb / March to complete the target

Directorate: Education & Lifelong Learning

Director: Nick Batchelar

Councillor: Sarah Merry

Q3 2015/16

Number of Employees (FTE)	750
Sickness Absence YTD (Days Per Person)	5.0
PPDR Half Yearly review (Permanent Staff)	81.2%

Budget	Projected Outturn	Variance	Variance (%)
£234,657,00	£234,657,000	0	-

Target Savings 15/16	Projected Savings	Variance	Variance (%)
£2,621,000	£2,459,000	£162,00	6.18%

Q3 Progress against Corporate Plan Commitment Actions 2015/16 (Total No. 23)

Green 70% (16) Amber 30% (7)

Q3 Progress against Directorate Plan actions (Core Business Priorities) 2015/16 (Total No. 50)

Green 64% (32) Amber 32% (16) Red 4% (2)

Progress on Challenges Identified Q2 (previous quarter)

1. *Improving outcomes for vulnerable learners, to be informed by more intelligent data analyses:* Challenge advisers have been given the necessary data by school on performance at the level 1 threshold, attendance, exclusions and NEETs to challenge schools on the appropriateness of their provision for these learners. Improved datasets have been developed to monitor exclusions by vulnerable group.
2. *There is a need to broaden the role of the challenge advisers to ensure a focus on underachievement and well-being:* There is better information sharing with challenge advisers who are demonstrating a greater level of engagement in the broader inclusion and well-being agenda.

Q3 Service Delivery

Budget

Against a budget of £234.661m the projected outturn at the end of Q3 is £234.661m an overall balanced position. Within this overall balanced position there remains areas of spend which are likely to exceed budget which are currently being offset against areas of underspend. Specific monitoring of the 2015/16 savings proposals indicate that as at Q3 there are £162k of savings that are unlikely to be achieved within the 2015/16 financial year. These are included within the overall monitoring position.

Corporate Commitments

School Performance: Final Key Stage 4 performance – Academic Year 2014/15:

The rate of improvement in the main performance indicators is greater in Cardiff than across Wales at Key Stage 4. Performance at the level 2 inclusive threshold compares favourably with performance nationally, but further improvement is still needed in the level 1 and level 2 threshold indicators. At the **level 2+ threshold** performance is above modelled expectations. There has been an improvement of 5.3 ppt to **59.3%**, which is the biggest improvement in the consortium greater than the improvement in 2014. However, in order to be in the top 25% performing authorities based on FFT estimates Cardiff's performance in this indicator would need to be 62.3%. Outcomes for vulnerable learners such as eFSM pupils, looked after children and minority ethnic pupils have also improved, but are still significantly below the average.

National Categorisation: In the primary sector, **70.5%** of schools are in standards groups 1 or 2 (out of 4) up from **48.4%** in 2014-2015. In the secondary sector, **55.6%** of schools are in standards groups 1 or 2 up from **44.4%** in 2014-2015. Final national categorisation for 2015-2016 will be reported in Q4.

Challenge Cymru Schools: In 2015 at Key Stage 4, one school improved its performance and one school maintained the increases in performance achieved in 2014 but outcomes decreased in the other four schools. In three of these schools the local authority has taken intervention action and leadership capacity has been increased. Although progress is now being made, standards remain unacceptably low. In the fourth school, there was a slight dip in outcomes but performance remains significantly above modelled expectations and further improvements are expected this year.

School Organisation Programme: Delivery of the 21st Century Schools programme has progressed significantly. The new Eastern High School Design is complete and planning permission was granted on the 13th January 2016. Demolition of buildings on the site is due to start week commencing the 18th January 2016 and is expected to be complete by late Spring 2016. Wilmott Dixon are due to take possession of the site by 5th May 2016, with the new school to be delivered by September 2017. Consultation on the new high school in the West, Four Wards primaries and Willows primaries took place in Autumn 2015 and the statutory notices were published on the 7th January 2016. A report will be presented to Cabinet for determination of the proposals in March 2016. Primaries procurement is on schedule and due to go to tender week commencing 21st January 2016. Primaries agreed to proceed are due to be delivered by September 2017.

School Governance: As at the end of December 2015, the % of governor vacancies has decreased to 8.73% (169 governors), compared to 9.35% (179 governors) at the end of the last quarter. The % of LA governor vacancies has increased to 8.72% (34 governors) from 6.92% (27 governors). It is anticipated that 11 new LA governors will be recommended for appointment at the next panel meeting in January 2016.

NEETS, VAP & The Youth Guarantee: Cardiff's NEET figures will not be verified until March 2016 but the LA's monitoring indicates that the position for 2015 is close to last year's figure of 4.26% and is likely to be in the region of 4.5% with 152 pupils of a cohort of 3,343 not in EET at the time of the Destinations count. (151 pupils of a cohort of 3546 in 2014). Disappointingly the NEET picture therefore remains static due in part to high levels of NEETs from a minority of schools. The Vulnerability Profile has been run in all secondary schools for 2015/16 and current year 11 pupils identified as at risk have been allocated for additional support. Support to schools will be differentiated where the numbers of NEETs are highest. The Council's approach to youth engagement and progression has been refocused, through the development of a whole Council approach, working with partners across the city, to ensuring positive destinations for young people in Cardiff. A paper, outlining this approach will be considered by the Cabinet of Cardiff Council in January 2016. Two European Social Fund bids have been finalised, in conjunction with Newport CC (lead beneficiary), Monmouthshire CC, Vale of Glamorgan CC, Careers Wales, Coleg Gwent and Cardiff and Vale College, targeting young people at risk of disengagement both pre and post 16.

Looked After Children: Further work is being undertaken this term to build additional information to the virtual tracker. This information is being used to improve the identification of Looked After pupils who need additional support. A cycle of visits by the Achievement leader (Closing the Gap) is being undertaken to challenge schools where provision is not meeting the needs of Looked After Pupils. Challenge Advisers have the names of all Looked After pupils in their schools and discuss their progress on their visits with the Head teacher.

Youth Service: The commissioning process has been undertaken in all 15 neighbourhoods and grants have been issued. Disposal of buildings has progressed with four buildings remaining surplus to requirements. An Investment plan is being considered for retained buildings. Work continues to progress the new Youth Service Structure.

Delivery Plan Commitments

Admissions: The Admissions Forum is scheduled for January 18th 2016 to discuss the Admissions Policy for 2017/18.

Leadership & Governance: Partnership working to 'step up' the pace of improvement in education has been effective in strengthening an explicit policy approach to the development of federations and collaborations between schools.

A working group of head teachers, including those in an executive role and those working in collaboration, has been established. Members of the Education Management Team have undertaken visits to other authorities in England and Wales to gain first-hand information about different models of schools federations and collaboration arrangements.

Teaching & Learning: *Strengthening the role of Challenge Advisers* - The role of the Head of Achievement and Inclusion has been broadened to include oversight of the secondary challenge advisers at the consortium. Expectations for joint working between challenge advisers and the local authority's inclusion services are now more clearly defined. These changes are resulting in improved support and challenge to schools in relation to NEETS, attendance and exclusions.

Improving provision for learners with Additional Learning Needs - Good progress is being made on ALN strategy. The consultation on the reshaping of speech and language and behaviour provision for primary age pupils is scheduled for February/March 2016.

Ethnic Minority and Traveller Achievement Service - A new central team is now in place with a clear focus on monitoring and raising outcomes for Ethnic Minority/English as an Additional Language pupils through challenge and support. All additional resources from the Education Improvement Grant (MEAG) are now being delegated to schools.

Partnerships: *Exclusions*-Data for the Autumn term shows a further reduction in the number of fixed term exclusions in both the primary and secondary phases and zero permanent exclusions. Further progress has been made in reducing the variation between secondary schools by reducing the number of schools that have high fixed term exclusion rates from 8 schools to 6. Of the 6 schools that continue to have high rates, 4 now have reducing rates. Two secondary schools still have very high and increasing rates of exclusion and intense support has been put in place.

Schools/ Business Links - Positive developments continue in building business-education links, including for example the formation of a Creative Education Partnership in Cardiff, linking the creative and cultural sector with education in schools and further education. This partnership will be closely linked with the development of the new secondary school, in west Cardiff as a pathfinder project.

Strategic Planning: Headteachers, governors and officers are making good progress to finalise a five year strategy for educational improvement, Cardiff 2020: Aiming for excellence – a renewed vision for Education in Cardiff.

Management (PPDR, Sickness and Health & Safety)

PPDR compliance has declined this quarter. The reasons for this decline are being reviewed to ensure an increase in participation within timescales. Work is also ongoing to continue to enhance the quality of the PPDR process, through consistent alignment on individual objectives with directorate priorities.

Directorate: Education & Lifelong Learning

Key Performance Indicator Data – Q3 2015/16

Q3 Progress against Performance Indicators (Corporate & Delivery Plans) 2015/16

(CP) = Corporate Plan KPI (NC) = Not collected in year (NYA) Not yet available (P) Provisional

*NOTE: Attainment data reported in Q3 column relates to In Year, School predictions of pupil attainment for current academic year, where this is collected in year by the Consortium.

Total Reportable in Quarter 3 = 22 of 25

Green 36% (8)		Amber 27 % (6)		Red 36% (8)	
Performance Indicator	Target Academic Year 14/15	Result Academic Year 14/15	Target Academic Year 15/16	*Quarter 3 End Autumn Term 15/16	RAG
% pupils achieving Foundation Phase Outcome Indicator	85.8%	86.73%	86.4%	NC	Green
(CP) % pupils at Key Stage 2 achieving the CSI	86.5%	87.76%	88%	74%	Amber
(CP) % pupils at Key Stage 3 achieving the CSI	79.3%	83.40%	82%	NC	Green
(CP) % pupils at Key Stage 4 achieving Level 1 threshold	94.5%	92.10%	96%	94.05%	Red
% pupils at Key Stage 4 achieving Level 2 threshold	81.15%	81.6%	82.3%	78.03%	Red
(CP) % pupils at Key Stage 4 achieving L2+ threshold (inc. English/Welsh and Maths)	60%	59.3%	65%	51.94%	Amber
(CP) Average point score Key Stage 4	497	497.2	525	NC	Red
(CP) % point gap between eFSM / non FSM at Key Stage 2 CSI	16.22%	14.3%	15%	NC	Green
(CP) % point gap between eFSM / nonFSM at Key Stage 4 L 2+	30%	34.37%	27%	NC	Red
(CP) Number of LA maintained schools placed in 'Special Measures' or 'Significant Improvement' in previous year	0	6	0	0	Amber
(CP) % pupils leaving with no qualification (Yr 11)	0.3%	1.2%	0.15%	NC	Red
(CP) % Looked After Children leaving with no qualification (yr 11)	2%	NYA	2%	NC	Black
(CP) % pupils entering volume equivalent to 2 A Levels achieving Level 3 threshold	97.5%	97%	98%	NC	Amber
(CP) Attendance at Primary School	94.6%	95.1%	95.4%	95.43%	Green
(CP) Attendance at Secondary School	94.1%	93.86%	95%	94.67%	Green
(CP) The percentage of pupils assessed at end Key Stage 3, receiving teacher assessment in welsh.	11.3%	11.8%	11.9%	NC	Green
(CP) % Year 11 Leavers NEET	2.5%	4.5% (P)	2.3%	NC	Red
(CP) % Year 13/14 Leavers NEET	3%	2.6% (P)	2.5%	NC	Amber
Number fixed term exclusions in primary schools 5 days or fewer (per 1000 pupils)	8.5	9.16	8	2.3	Green
Number fixed term exclusions in primary schools 6 days or more (per 1000 pupils)	0.25	0.3	0.2	0.2	Green
Number fixed term exclusions in secondary schools 5 days or fewer (per 1000 pupils)	55	76.73	55	23.4	Amber
Number fixed term exclusions in secondary schools 6 days or more (per 1000 pupils)	3.3	4.7	3.1	0.4	Red
% School Governor Vacancies	5%	9.35%	4%	8.73%	Red
(CP) % final statements of special educational needs issued within 26 weeks (excluding exceptions)	100%	Calendar year – report Q4	100%	NC	Black
(CP) % final statements of special educational needs issued within 26 weeks (including exceptions)	72%	Calendar year – report Q4	73%	NC	Black

N.B. This set of KPIs supports the Directorate to manage performance in line with academic year cycle.

Q3 Challenges Identified

- Insufficient early intervention classes in both English and Welsh medium schools to meet the needs of primary aged children with BESD.
- A number of secondary head teacher appointments need to be made in the New Year (4).

Q3 Actions being taken

- SOP/SEN consultation on proposals to open new classes. Options for temporary placements also being considered.
- Interim arrangements are being supported by the LA, Consortium and paired schools. Recruitment approaches planned.

Q2 Risk Update

Corporate Risk				
Risk Description	Inherent Risk	Residual Risk	Mitigating Actions	Risk Owner
The Central South Consortium does not deliver effective services that challenge and support Cardiff schools to improve and Educational Attainment does not improve at the required rate.	Red/Amber	Amber	Ensure the agreed commissioning arrangements are delivered and make a positive impact on the performance of schools.	Angela Kent
Large scale programme with tight timescales for delivery, in context of very rapidly growing primary age school population.	Red	Amber	Ensure consistent monitoring and reporting of all risks to Schools Programme Board. Strengthen capacity in team.	Janine Nightingale
Schools Delegated Budgets. Secondary schools with deficit budgets do not deliver agreed deficit recovery plans, impacting on the overall budgets for all schools.	Red	Amber	The revision of the protocol for responding to schools in deficit, the alignment of LFMS Officers and Challenge Advisers, the intervention in three secondary school Governing Bodies is beginning to have a positive impact on the ability of the Council to ensure schools meet the targets set out in their deficit recovery plans.	Neil Hardee

Emerging Risks Identified this Quarter

Risk Description	Inherent Risk	Residual Risk	Mitigating Actions	Risk Owner
Several 'red and amber' schools are due for inspection in the next quarter. There is a risk that such schools could enter an Estyn category.	Red/Amber	Amber	Close working with the Consortium and Head teachers to deliver School Improvement Plans and adequately prepare for inspection.	Angela Kent

Update on Previous Quarters Emerging Risks

Risk Description	Inherent Risk	Residual Risk	Progress	Risk Owner
The Careers Wales destination survey in November 2015 will determine the number of Year 11 Leavers who are 'NEET' this year. This is a key performance measure for the directorate, whereby we aim to reduce the % of young people NEET from 4.3% in 2014 to 2.5% in 2015.	Red/Amber	Red/Amber	Cardiff's NEET figures will not be verified until March 2016 but the LA's monitoring indicates that the position for 2015 is close to last year's figure of 4.26% and is likely to be in the region of 4.5% with 152 pupils of a cohort of 3,343 not in EET at the time of the Destinations count in Oct. 2015.	Angela Kent

**CITY AND COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**

15 March 2016

CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE

**BUDGET MONITORING PANEL: MONTH NINE BUDGET MONITORING
REPORT 2015/16**

Purpose of Report

1. To provide Members with an update on the outcome of the third meeting of the Budget Monitoring Panel recently established by the Committee. This meeting focused on a review of the month nine budget monitoring Cabinet report.
2. To seek agreement to investigate any areas for more detailed scrutiny and report any issues to the relevant Cabinet Member and Director.

Background

3. On 15 September 2015, the Committee agreed their 2015/16 work programme. As part of this process, Committee Members considered the Wales Audit Office's September 2014 *Corporate Assessment of Cardiff Council* report and the subsequent advice to scrutiny committees to aim to achieve Committee meetings that last no longer than three hours. Whilst the Committee should maintain robust and appropriate levels of scrutiny across its terms of reference, it should seek to ensure that agendas are of a manageable size, and that work occurs outside Committee meetings.
4. To assist this approach, Committee Members agreed to establish a Budget Monitoring Panel to scrutinise budget monitoring reports ahead of Committee meetings, bringing reports back to the Committee with issues of concern or suggestions for further in-depth scrutiny, for agreement by the whole Committee.

Outcome of February 2016 Panel Meeting

5. The Budget Monitoring Panel (consisting of Cllrs Cook, Murphy and Thorne) met on 24 February 2016 to discuss and review the Month Nine Budget Monitoring Report and projected overspend for both the Education and Lifelong Learning Directorate and Children's Services, together with the detailed projection of the achievement or otherwise of each of the approved set of budget savings. A report summarising this work and the Panel's recommendations is attached at **Appendix A.**

Further Scrutiny

6. Members may wish to agree to undertake further Budget Monitoring Panel meetings shortly after each Cabinet budget monitoring report is published and to report any comments or concerns to the following Committee meeting.

Way Forward

7. Committee Members will have the opportunity to discuss the information provided in this report and appendix, and agree a way forward with regard to any issues the Panel has recommended for the Committee to consider.

Legal Implications

8. 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

9. 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 discuss the information provided in this report and appendix and:

- i. Agree the report and the way forward for the continued scrutiny of Directorate savings and overspends; and
- ii. To identify any areas for further investigations.

DAVID MARR
Interim Monitoring Officer
8 March 2016

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CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE BUDGET MONITORING PANEL NOTES – 24 February 2016

Panel Members in Attendance – Councillors, Cook, Murphy and Thorne

The Panel held its third meeting on 24 February to review and evaluate the recently published month 9 budget monitoring Cabinet report and associated documents. The meeting was held in advance of the March Committee meeting to enable Members to identify any issues which they wish to scrutinise in detail and develop any lines of inquiry they may wish to report to Committee at its meeting on 15 March.

The Members were provided with copies of the Education and Lifelong Learning and Children's Services financial information from the Month 9 Budget Monitoring Cabinet report, which included an update on 2015/16 budget savings, and an update on the outstanding 2014/15 savings proposals dated 18 February. Members were also provided with copy of the Finance response to the calculation of the budget realignment for Children's Services budget for 2016/17.

The papers enabled the Members to analyse the key areas of spending in Children's Services and Education, as well as their progress in achieving the savings agreed by Council in February. Members also discussed the comments added to the budget savings table explaining the Directorates' progress being made in achieving the agreed savings.

The Director of Social Services was invited to comment on a number of issues highlighted in the Month 9 savings matrix, and expand on some of the comments that Finance had put into the budget matrix. The Head of Performance, Resources and Services for Education was also invited to expand on a number of issues highlighted in the Month 6 savings matrix, and expand on some of the comments that Finance had put into the budget matrix.

Children's Services

The Director explained that Children's Services is a high risk area and any budget restrictions must not impact on the safeguarding of children. As such the Budget monitoring of the Directorate's savings has to take into account any funding implications arising for the safeguarding of any child, some of which can be very resource intensive.

In response to the questions raised, the Director explained the follow:

Work was being undertaken to identify alternative accommodation to the Youth Offending Service (Penhill) and Looked After Children Service (Suffolk House). Both

locations were becoming unfit for the operation of the services and alternative accommodation was being sourced. The Members stated that savings could be made by transferring these services to new premises, and provide an improved service for young people and staff. Members requested that plans should be developed as soon as possible to enable the services to move to more appropriate accommodation in the near future.

Members also expressed some anxiety around the continued increase in cost of accommodating looked after children, at month 9 there had been a projected overspend of £2,188,000 and this was after a re-alignment of the budget to the value of £2,400,000. The Director of Social Services explained a number of activities which were being undertaken to help manage the cost of accommodating Looked After Children, including the South East Wales Improvement Collaborative and the All Wales Purchasing framework. There was also a joint project officer to work with Cardiff and the Vale to look at out of county placements. The Director also explained that all cases were placed by the Court and many of the cases were very complex. Members also noted that the Early Intervention Scheme would in the long run help reduce the number of Looked After Children.

The Members requested a list of all Out of County Placements (by area) and suggested that the Committee should undertake a short investigation in to the cost of placements, by looking at “a pen picture” of the cost of say 10 Looked After Children cases.

Education

Neil Hardee attended the meeting on behalf of the Director of Education to explain the Directorate’s Financial Position as at Month 9 and to answer any of the Members’ questions.

Members were informed that the Month 9 budgetary monitoring projection was still for a balanced budget at the end of the year, although it might improve further. Members also heard that the Catering budget was expected to make a small surplus, which the Directorate was hoping could be transferred to the Catering reserve. This reserve was set up to fund the biometric school meal system for all Primary Schools. It was anticipated that if this year’s catering surplus could be added to the reserve, sufficient funds would then be available to implement the new system in all Primary schools next year. Members considered this to be an excellent plan and recommended that the reserve should be topped up and the Biometric system be implemented during 2016/17.

Following consideration of all the information, the Panel agreed to recommend that the Committee

- Informs the Education and Resources Directorate that any surplus made by the School Catering Service must be transferred to the School Catering Reserve, and that reserve be utilised during this financial year to introduce Biometric School Meal system to all Primary Schools.

And enable the Panel to:

- Hold further budget monitoring meetings following the publication of Month 12 Budget Monitoring Reports;
- To receive a progress briefing on the accommodation of the Youth offending Service and Looked After Children Service at the next Budget Panel meeting;
- Undertake a short investigation into the cost of accommodating Looked After Children; and
- Receive a progress report on the implementation of Biometric school meals system at the next Budget Panel Meeting.

Martyn Hutchings
Principal Scrutiny Officer
29 February 2016

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**CITY AND COUNTY OF CARDIFF
DINAS A SIR CAERDYDD**

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

15 March 2016

CORRESPONDENCE UPDATE – INFORMATION REPORT

Background

1. Following most Committee meetings, the Chair writes a letter to the relevant Cabinet Member or Officer, summing up the Committee's comments and recommendations regarding the issues considered during that meeting.

Issues

2. **Committee letters and responses** - The key points raised in the Committee's letter are taken from the Way Forward discussion at the end of each meeting and attached as part of the formal minutes of the meetings. Responses are evidenced in future reports or copied to Members if requested. A summary of the letters sent and responses received is attached at **Appendix A** and a copy of the letter sent and received since the last meeting are attached at **Appendix B**.

Legal Implications

3. 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.

Financial Implications

4. 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

- Review the responses received to the recent letters sent by the Committee and refer any questions or concerns to the relevant Cabinet Member or Director.

DAVID MARR
Interim Monitoring Officer
8 March 2016



County Hall
Cardiff,
CF10 4UW
Tel: (029) 2087 2087

Neuadd y Sir
Caerdydd,
CF10 4UW
Ffôn: (029) 2087 2088

Date 18 September 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 15 September 2015 to help introduce the Child Health and Disability progress report, Families First Annual Review and Quarter 1 Performance Information. I would also like to thank Tony Young and his officers, as well as Rachel Jones, Sara Payne (Barnardo's) and Eve Williams (Action for Children) 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 which they asked me to write to you.

Child Health and Disability progress report

The Committee were pleased to receive the update on the Department's progress in implementing its development plan and addressing the Committee's inquiry recommendations. Member noted that the disability team was now more stable and that the take up of direct payments had improved.

Members were however concerned that there was still a lot of partnership work to be undertaken and that the eligibility criteria had still not been developed. Members recommended that the department consult on and implement the new criteria as soon as possible.

Finally the Committee were disappointed that regular consultation meetings with children and their families or carers were not occurring. The committee recommends that these should be started straight away, so that Children's Services can ensure that the service and support provided is appropriate and effective.

Families First Annual Review

The Committee were extremely impressed with the work that the Annual Review report highlighted. Specifically impressive is the partnership working, the clear monitoring of the packages and presentation of outcomes achieved, the willingness to take difficult decisions to change providers when outcomes are not achieved and the flexibility that

enables gaps in the delivery being identified and then funding re-allocated to fill the gaps. Members noted the clear positive impact of the packages and felt that they might also be having an impact on school attendance (anti bullying and "connect" courses) and Children's Services referrals (Disability Focus).

Finally the Committee recommended that you and Officers must lobby the Welsh Government to try to ensure that the funding and packages continue to be provided after the present funding programme ends in 2017.

Quarter 1 Performance Information

The Committee welcomed the number of key improvements shown in the report's performance indicators.

The committee noted that the PI "recording decisions on referrals" performance was reported as having improved from 85.8% in Q4 to 89.8% in Q1, however the number of referrals had reduced by 16%, which should have enabled the staff to deal with considerably more cases. Therefore Members were concerned that this PI had not improved more rapidly, and would expect to see an improvement at Q2, if the number of referrals continues to fall.

Members also questioned why the indicators used by the Wales Data Unit had not been included in the corporate monitoring report as these PI's were being publically report by the Welsh Government. The Committee recommended that future corporate performance reports must include those indicators published by the Wales Data Unit, to enable them to be closely monitored.

Members also questioned the number of cases that social workers currently had, as they had been informed that some had over 25 cases whereas the average was 18.9 as reported in the corporate performance report. The Director informed the Committee that an analysis had been undertaken and some social workers did have case loads of 25 however those cases were appropriate for the social workers and he was satisfied with the level of caseloads across all social workers. Members noted that social worker case loads were now more manageable and also welcomed the development of a pool of social workers, to help reduce the need for agency workers and help to eliminate the establishment gaps, which inevitably occurs during the recruitment process.

Members also discussed the current and forecasted budget position for Children's Services for this year and requested clarification of whether the contingency budget had already been fully used in Q1.

Finally the Committee wished to inform you that they approved their work programme for the year, as required by the constitution, and I have attached, for your information, a copy of the work programme calendar so that you and your officers are aware of the issues that the Committee will be seeking to scrutinise at each meeting.

I hope that these comments, advice and recommendations, detailed above 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, requests for information and recommendations, as follows, and requires a response:

- Recommended that you consult and implement the new Child Health and Disability eligibility criteria as soon as possible;
- Recommends that regular consultation meetings are undertaken with children and their carers who use the Child Health and Disability service;
- That you and officers lobby the Welsh Government to ensure that the Families First funding and packages continue to be provided post 2017;
- That future corporate performance quarterly reports include the relevant performance indicators published by the Wales Data Unit and publicised by the Welsh Government; and
- Provide details of the use of the contingency budget for Children's Services.

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
Rachel Jones, Operational Manager - Partnerships & Citizen Focus
Melanie Jackson - Personal Assistant to Deputy Leader
Ifan Alam – Assistant Director of Social Services

**SWYDDFA'R DIRPRWY ARWEINYDD
DEPUTY LEADER'S OFFICE**

Fy Nghyf / My Ref: CM32215

Eich Nghyf / Your Ref:

Dyddiad / Date: 25th November 2015

Councillor Richard Cook
Cardiff Council
County Hall
Cardiff
CF10 4UW



County Hall
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Annwyl / Dear Richard

Children & Young People Committee September Letter

Thank you for your letter dated 18 September outlining the discussions held and recommendations made by the committee.

In relation to the recommendations, I can confirm that the first two recommendations in relation to Child, Health and Disability (CHAD) are accepted. The change manager Eve Williams was present at the committee and will continue working on the CHAD development plan which incorporates your recommendations.

I can confirm that officers are in conversation with the Welsh Government in respect of funding for Families First post 2017. I have copied in the Operational Manager Rachel Jones in to this letter who will keep me updated of any developments or challenges.

I can also confirm that future performance reports will include the relevant performance indicators published by the Welsh Data Unit, though I must emphasise that these indicators are likely to change in light of the Social services and Wellbeing Act (2014).

The £950,000 contingency budget was allocated as part of the Council's 2015/16 Budget. It was set aside to reflect the potential for additional costs to be incurred in supporting looked after children in external residential and fostering placements. At month 4 the projected expenditure was above budget in this area and therefore the drawdown of the contingency sum was put forward for approval. The allocation of the contingency budget was therefore in line with the purpose of the budget as approved by Council in February 2015 and was approved by Cabinet as part of the Month 4 Monitoring Report. If the monitoring

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position in this area were to improve during the year then an adjustment to the contingency allocation can be made, however at this stage there is no indication that this will be the case.

Yn gywir / Yours sincerely

Susan J. Lent.

Councillor / Cynghorydd Sue Lent
Deputy Leader / Dirprwy Arweinydd
Cabinet Member for Early Years, Children & Families
Aelod Cabinet Dros Y Blynyddoedd Cynnar, Plant a Theuluoedd

My Ref: T: Scrutiny/CYP/MJH

Date: 21 October 2015



Councillor Graham Hinchey
Cabinet Member for Corporate Services and Performance
City of Cardiff Council
County Hall
Cardiff
CF10 4UW

Dear Graham

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE – Budget Monitoring Panel

I am writing to you on behalf of the Children & Young People Scrutiny Committee, following its consideration of an update report from the Committee's Budget Monitoring Panel.

The Committee established this Panel as part of its 2015/16 work programme, to seek ways to optimise Committee time in line with WAO advice managing the length of meetings within a three hour target. While the approach will place some extra burden on Panel Members and on the committee scrutiny officer, I and my Committee colleagues hope that it will maintain the effectiveness of our current scrutiny consideration, while reducing the burden on you and senior managers. We will be interested to hear your thoughts as the work of the Panel develops.

The Panel met on 6 October and reviewed the Month 4 budget monitoring Cabinet report, and associated documents, which were relevant to the Committee's Terms of Reference. The Panel's findings were referred to our Full Committee meeting on 13 October.

The Committee considered a number of concerns that the Panel had raised, during its consideration of the Education and Children's Services budget projections for the end of 2015/16. The Members agreed that I should write to you with some comments made by the Panel as they considered to be of a general and corporate nature.

The concerns raised were:

- In the "comments" column the projected budget showed that a number of budget savings (e.g.: **Line 212 Business Support Review (Lean Review) in Children's Services and Line 134: Staff Realignment and Restructure in Education**) were unlikely to be achieved. The Panel felt this indicated that, in future, a more robust assessment of achievability needs to be undertaken prior to approval, to ensure that decisions are made on the correct information.
- Members did not understand why the draw down of the Corporate Contingency budget of £950,000 had already been included in the budget monitoring narrative. The Panel believed that the contingency budget should

only be allocated and approved by Cabinet at the year end, should it be needed.

Finally the Panel also agreed to hold a further meeting shortly after the Month 6 Budget Monitoring Cabinet Report had been published, and a further meeting at full Committee after the month 9 report has been published. This will enable Committee to assess the progress made in monitoring and managing the Education and Children's Services budgets, as well as reviewing the responses received to the Committee's letter.

I look forward to receiving a positive response to this letter within the next month.

Yours sincerely

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

COUNTY COUNCILLOR RICHARD COOK
Chair – Children and Young People Scrutiny Committee

Cc Christine Salter, Section 151 Officer
Cheryl Cornelius, Cabinet Support Manager

**SWYDDFA CYMORTH Y CABINET
CABINET SUPPORT OFFICE**

Fy Nghyf / My Ref: CM32531
Eich Cyf / Your ref: T: Scrutiny/CYP/MJH



Dyddiad / Date: 05 November 2015

Councillor Richard Cook
Chair, Children & Young People Scrutiny Committee
Scrutiny Services
Room 263
County Hall
Cardiff
CF10 4UW

Annwyl / Dear Councillor Cook

Children & Young People Scrutiny Committee – Budget Monitoring Panel

I refer to your letter dated 21 October 2015. I am sure the work undertaken by the panel will be of assistance to the Committee in identifying and reviewing any issues arising from the budget monitoring process during the year and I look forward to seeing how this progresses. With regard to the specific issues raised, I would comment as follows.

The budget savings in relation to the Business Support Review (Lean Review) in Children's Services and the Staff Realignment and Restructure in Education were both proposed by the respective directorates as part of the 2015/16 Budget and subsequently approved by Council in February 2015. In both cases the risk analysis identified the level of risk associated with these proposals as red / amber acknowledging that further work was required in order to fully identify and implement the savings. However, at the time that these were approved the directorates anticipated that these savings would be fully achieved.

There is a limit to what can be achieved in relation to the assessment of achievability and where further detailed work and actions are required in order to implement savings then to some extent at least I have to assume that the necessary actions will be taken. Where concerns are identified then these are discussed with the directorates and the risk analysis included at budget time provides an indication that there were some concerns around these proposals. In the current financial climate however and with the scale of the budget savings the Council has to make, it is inevitable that an element of risk will be present in the overall quantum of the proposals and to reflect this a general contingency budget of £4 million was built into the budget. Ideally though this should not be required and it is essential that directorates take the necessary actions to fully implement their saving proposals within the timescales identified. These are closely monitored and reported on during the year with Directors challenged on any shortfalls in their areas.

Due diligence is currently being undertaken in relation to proposals for the 2016/17 Budget and this will be progressed as rigorously as possible however as indicated above, the overall scale of the budget savings the Council has to make on top of the savings found in previous years means that some degree of risk will be inevitable in the increasingly difficult task of preparing a balanced budget for the Council. As ever, our role in Council will be to approve a budget that balances risk with the impact on service users and council tax payers.

With regard to the allocation of the £950,000 contingency budget to Children's Services, the treatment of this sum is in line with previous years and is consistent with the treatment of other specific contingency budgets allocated as part of the Council's Budget. In this case the contingency was set aside to reflect the potential for additional costs to be incurred in supporting looked after children in external residential and fostering placements. At month 4 the projected expenditure was above budget in this area and therefore the drawdown of the contingency sum was put forward for approval. The allocation of the contingency budget was therefore in line with the purpose of the budget as approved by Council in February 2015 and was approved by Cabinet as part of the Month 4 Monitoring Report. If the monitoring position in this area were to improve during the year then an adjustment to the contingency allocation can be made, however at this stage there is no indication that this will be the case.

Yn gwyir,
Yours sincerely,



Councillor / Y Cynghorydd Graham Hincley
Cabinet Member for Corporate Services & Performance
Aelod Cabinet dros Wasanaethau Corfforaethol a Perfformiad

My Ref: T: Scrutiny/CYP/MJH

Date: 21 October 2015



Councillor Sue Lent
Deputy Leader and Cabinet Member for Families, Children and Early Learning
City of Cardiff Council
County Hall
Cardiff
CF10 4UW

Dear Sue

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE – Budget Monitoring Panel

I am writing to you on behalf of the Children & Young People Scrutiny Committee, following its consideration of an update report from the Committee's Budget Monitoring Panel.

The Committee established this Panel as part of its 2015/16 work programme, to seek ways to optimise Committee time in line with WAO advice managing the length of meetings within a three hour target. While the approach will place some extra burden on Panel Members and on the committee scrutiny officer, I and my Committee colleagues hope that it will maintain the effectiveness of our current scrutiny consideration, while reducing the burden on you and senior managers. We will be interested to hear your thoughts as the work of the Panel develops.

The Panel met on 6 October and reviewed the Month 4 budget monitoring Cabinet report, and associated documents, which were relevant to the Committee's Terms of Reference.

At its 13 October meeting the Committee considered a progress report from the Panel which included a number of comments and concerns that the Panel Members made during their consideration of the Children's Services budget projections for the end of 2015/16. The Committee agreed that I should write to you with these concerns, namely:

- **Line 203 Payment by Results Looked after Children & Rehabilitation Project Year 1.** Members requested further information on the barriers in achieving this saving, as well as further details of the ongoing review of all "out of county placements" to identify other savings and plans to ensure that this budget saving is fully met.
- **Line 212 Business Support Review (Lean Review).** The Panel were concerned that it did not appear that robust challenge of this proposal had been undertaken prior to it being included in the Budget proposals, as the Finance comment now indicated that this saving would not be achieved. Members requested information on how the Directorate would be seeking

alternative actions to ensure that this saving is fully achieved along with a timeline and milestones in achieving this saving.

- **Line 217 Market and Demand Management of Commissioned Residential Services.** Members expressed concern that the finance comment stated that there was some doubt as to whether the whole targeted savings would be achieved in 2015/16. Members requested further explanation on why the saving would not be achieved and what actions were being developed to ensure that alternative saving were being developed.
- **Budget Realignment** - The Panel expressed concern that Children's Services had consistently had budget realignments in recent years. In 2015/16 this amounted to £2.4 million to meet on-going pressures on the budgets for external placements, leaving care support costs and adoption allowances. The Panel agreed to undertake a further investigation into these areas of consistent overspend at the next Panel meeting, when it considers the Month 6 Budget Monitoring Report.

Finally the Panel also agreed to hold a further meeting shortly after the Month 6 Budget Monitoring Cabinet Report had been published, and a further meeting at full Committee after the Month 9 Budget Monitoring report has been published. This will enable Committee to assess the progress made in monitoring and managing the Education and Children's Services budgets, as well as reviewing the responses received to the Committee's letter.

I look forward to receiving a positive response to this letter within the next month.

Yours sincerely

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

COUNTY COUNCILLOR RICHARD COOK
Chair – Children and Young People Scrutiny Committee

Cc Tony Young, Director of Social Services
Christine Salter, Section 151 Officer
Cheryl Cornelius, Cabinet Support Manager

**SWYDDFA'R DIRPRWY ARWEINYDD
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Fy Nghyf / My Ref: CM32545

Eich Nghyf / Your Ref:

Dyddiad / Date: 2nd December 2015

Richard Cook
Cardiff Council
County Hall
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Annwyl / Dear Richard

Cyp Scrutiny - Budget Monitoring

Further to your letter of 21st October regarding the above, I would respond as follows:

Firstly, I think that it is extremely important that any consideration of budget savings or the overall financial position of Children's Services always be considered in the context of the relatively high risk nature of the service. Clearly the consideration of the cabinet budget monitoring reports via a dedicated panel provides opportunities for focus and rigour in relation to a single dimension – in this case budget – and this enables effective and appropriate challenge.

That said, there are dangers in disconnecting this from the consequences for safeguarding or for the welfare of children and their families and I am sure that scrutiny members would be the first to be concerned if cost or budget reductions incurred greater risks for the welfare of children that were otherwise avoidable. In this context it is always worth reminding ourselves of the obligations on members, as set out in the Victoria Climbié Report recommendations, to satisfy themselves that sufficient resources are available to enable children's social services to function safely in relation to prevailing need.

It is also very clear to me from my own direct observations of the Children's Services Management Team that they robustly engage on an ongoing basis, in exploring new alternatives for reducing costs and spend. This does not mean of course, that all such options will deliver in full or in part, against targeted expectations and the relatively likelihood of delivery is of course reflected in the risk ratings for each saving. Equally, when they fail to do so, it is not always possible to simply identify another alternative which balances the books. I would

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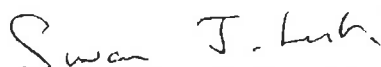


also remind you, above context notwithstanding, that in 2014-15 Children's Services saved £2.516m with further savings of £1.867m projected for 2015-16.

None of these comments enable Children's Services to escape their responsibilities to steward resources well and wherever possible at reduced spend, but I make the following comments in relation to your specific concerns, with the above context always in mind.

1. Line 203 Payments by Results – the barriers to this saving are a direct consequence of a clear failure by the procured provider to deliver on their promises in terms of placements or timeliness. Although the Director's intervention at Chief Executive level produced an initially positive response, subsequent delivery has continued to be very unsatisfactory and virtually non-existent, despite an appropriate improvement plan being put in place. The Director is now considering the viability of the partnership and actively examining alternatives. Unfortunately, these alternatives will not enable the service to meet the consequent shortfall, given the time remaining in the financial year.
2. Line 212 Lean Review – it is acknowledged that this saving was less well evidenced. It is also clear however, that the uncertainty of this saving was spelled out by the Director at the time it was submitted and that this was reflected in the risk rating accordingly. No specific alternatives have been identified to close the gap created as a result, bearing in mind that the savings were always challenging in a service where a significant proportion of the overall budget is committed to direct care for looked after children.
3. Line 217 Market Demand – predictions about what could be saved, in effect by undertaking a challenge exercise with individual residential providers, were based on challenge exercises that had been successfully conducted elsewhere in the UK so to this extent the estimate of likely savings was always speculative. In the event, the analysis as to predicted demand and the extent to which we could realistically demand cost reductions, proved disappointing. This could not have been known at the outset since it is not until the negotiations are completed that the result is known.
4. Budget Realignment – I will obviously be interested in knowing the outcome of any further work that committee decides to undertake in this respect and would very much hope that your enquiries reveal tangible and realistic opportunities not previously identified, for finding savings.

Yn gywir / Yours sincerely



Councillor / Cynghorydd Sue Lent
Deputy Leader / Dirprwy Arweinydd
Cabinet Member for Early Years, Children & Families
Aelod Cabinet Dros Y Blynnyddoedd Cynnar, Plant a Theuluoedd

My Ref: T: Scrutiny/CYP/MJH

Date: 21 October 2015



Councillor Sarah Merry
Cabinet Member for Education
City of Cardiff Council
County Hall
Cardiff
CF10 4UW

Dear Sarah

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE – Budget Monitoring Panel

I am writing to you on behalf of the Children & Young People Scrutiny Committee, following its consideration of an update report from the Committee's Budget Monitoring Panel.

The Committee established this Panel as part of its 2015/16 work programme, to seek ways to optimise Committee time in line with WAO advice managing the length of meetings within a three hour target. While the approach will place some extra burden on Panel Members and on the committee scrutiny officer, I and my Committee colleagues hope that it will maintain the effectiveness of our current scrutiny consideration, while reducing the burden on you and senior managers. We will be interested to hear your thoughts as the work of the Panel develops.

The Panel met on 6 October and reviewed the Month 4 budget monitoring Cabinet report, and associated documents that were relevant to the Committee's Terms of Reference. The Panel's findings were referred to our Full Committee meeting on 13 October, and this letter contains the Committee's agreed feedback on issues pertinent to your Portfolio.

The Committee welcomed Neil Hardee's attendance at the Panel meeting, as the Members had a number of queries and concerns, on which Neil was able to provide a detailed response or explanation. The Panel did, however, raise a number of concerns during its consideration of the Education Services budget projections for the end of 2015/16, and the Committee agreed that I should write to you with the following observations and requests for clarification:

- The Panel questioned the deteriorating position in respect of delegated schools' balances, and the risk that it represented. Members sought assurance that appropriate actions have been put in place to ensure that all school deficits are addressed within a reasonable timescale. Members did, however, wish to receive further information on the actions being taken in respect of Cantonian High, and in Michaelston Community College and Glyn Derw High School which were "federated" in 2011.
- Members also requested details of the discussions being undertaken to review the City of Cardiff Council's contribution to the funding of the Central South

Consortium in future budgets. Members were of the opinion that the Consortium should contribute to the savings required by the commissioning Councils.

- **Line 134: Staff Realignment and Restructure** – Members expressed concern that the finance comments against this saving stated that “Whilst some savings have been achieved there is a level of uncertainty in respect of the full level of savings”. Members noted that this saving had been put on hold, due to the Estyn inspection. The Panel considered that as the Estyn inspection was known well before the budget saving was agreed, this delay should have been built into the overall savings proposals. The Committee therefore expect that this saving will be fully achieved by the end of this financial year and request details of how the full saving will be achieved.

Finally, the Panel also agreed to hold a further meeting shortly after the Month 6 Budget Monitoring Cabinet Report had been published, and a further meeting at full Committee after Month 9 Budget Monitoring report has been published, to assess the progress made in monitoring and managing the Education and Children’s Services budgets, as well as reviewing the responses received to the Committee’s letter.

I look forward to receiving a positive response to this letter within the next month.

Yours sincerely

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

COUNTY COUNCILLOR RICHARD COOK
Chair – Children and Young People Scrutiny Committee

Cc Nick Batchelar, Director of Education and Lifelong Learning
Neil Hardee, Operational Manager, Resources
Christine Salter, Section 151 Officer
Cheryl Cornelius, Cabinet Support Manager



My Ref / Fy Ref: CM32533

Your Ref / Eich Ref :

Date / Dyddiad: 5 November 2015

Councillor R. Cook
Chair
Children and Young People Scrutiny Committee
County Hall
Cardiff
CF10 4UW

Dear / Annwyl Richard,

**RE: CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE – BUDGET
MONITORING PANEL**

Thank you for your recent letter, following the Budget Monitoring Panel meeting held on the 6th October 2015.

In response to the issues that required further clarification;

Delegated School Balances – I note and share your concerns regarding the deteriorating position of certain schools deficit balances. However I can assure you that officers are working closely with every school with a deficit budget within an agreed protocol. Schools in deficit are obliged to agree a medium term financial plan showing how they will balance their delegated budget and any staffing changes can only be made with the authorisation of Council Officers. Additionally you will be aware that the Council has intervened in four schools; Michaelston, Glyn Derw, Eastern and Cantonian High Schools and withdrawn delegation from the Governing Bodies. In each school a senior officer from the Finance Department is assigned to work with the school to ensure the medium term financial plan is adhered to.

Central South Consortium – I share your opinion that the Consortium should contribute to the savings being made by the commissioning Councils and I can confirm that this has been made clear to the Managing Director of the Consortium. The next meeting of the Consortium Directors will be considering how these savings targets can be met.



Line 134: Staff Realignment and Restructure – I note your concerns regarding the current level of savings that have not been achieved within this financial year. This saving will be achieved through restructuring and reduction of posts which will be in place before the start of the new financial year.

I also note your request for further meetings after the months 6 and 9 monitoring figures are available and I will ensure that officers are available to attend.

Yours sincerely
Yn gwyir

A handwritten signature in cursive script that reads "Sarah Merry".

**Cllr /Y Cyng Sarah Merry
Cabinet Member for Education/
Yr Aelod Cabinet Dros Addysg
Member for Cathays /
Aelod Dros Cathays**

My Ref: Scrutiny/Correspondence/MJH

19 October 2015

Suzanne Griffiths
Director of Operations
National Adoption Service
County Hall
Cardiff



County Hall
Cardiff,
CF10 4UW
Tel: (029) 2087 2087

Neuadd y Sir
Caerdydd,
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Dear Suzanne

I would like to thank you, Rachel Evans, Head of Children's Services for the Vale of Glamorgan Council, Angela Harris, Vale, Valleys and Cardiff Regional Adoption Service Manager, for attending the Children and Young People Scrutiny Committee on 13th October 2015 to present the **National and Regional Adoption Service briefing updates**. I would also like to thank Councillor Sue Lent, as Board Member and Tony Young, Board Member, for their contribution to the report and the full and honest answers that were provided at the meeting. Following consideration of the report presented at the meeting and answers to Members' questions, the Committee has asked me to write to you with the following comments, concerns and recommendations.

The Committee was pleased to receive the National Adoption Services first Annual Report together with a briefing on the Governance and Operation of the National Adoption Service. The Members were really impressed with the work that had achieved since the service had been set up. The Members also appreciated the briefing on the Vale, Valleys and Cardiff (V V C) Regional Adoption Service. Members welcomed the additional performance data as well as the positive picture it was now showing.

The Committee did however express some concern that the VVC region was not as yet performing consistently at the same level as the other regions and looked forward to seeing steady improvements in performance in future reports. Members did also request that future reports should have some comparative information from relevant English Authorities.

The Members considered that the scrutiny of the National and Regional Adoption Service should continue, to enable the Committee to be assured that the services are providing an appropriate service for Cardiff's Looked After Children. The Committee recommended that the Annual Report should therefore be presented to Committee, at this time each year, together with an additional Regional Annual Report, to allow the Committee to fully scrutinise the work of the VVC Regional Adoption Service.

I hope that the comments, advice and recommendation, detailed above, will be of use and support in the adoption of children across Wales and in particular in Cardiff, and I look forward to a positive response to this letter within a month.

Yours sincerely

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

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

CC Rachel Evans, Head of Children's Services for the Vale of Glamorgan Council,
CC Angela Harris, Vale, Valleys and Cardiff Regional Adoption Service Manager
CC Councillor Sue Lent, Board Member
CC Tony Young, Board Member



Gwasanaeth
Mabwysiadu
Cenedlaethol

National
Adoption
Service

COUNTY COUNCILLOR RICHARD COOK
Chairperson – Children and Young People Scrutiny Committee
City of Cardiff Council
County Hall
CARDIFF
CF10 4UW

November 13th 2015

Dear Councillor Cook,

Re: City of Cardiff Council - Children and Young People Scrutiny Committee

Thank you for your letter which followed my attendance at the above committee on October 13th 2015. Can I also thank you for the warm welcome and interest shown in the overarching 'national' elements of the National Adoption Service alongside those pertaining to the Vale Valleys and Cardiff Regional Adoption Service which is now primarily responsible for the adoption service to the City of Cardiff Council.

You will recall from the discussions at the committee that the scrutiny of the National Adoption Service in its entirety is conducted through other mechanisms including the Governance Board and ultimately by Welsh Ministers. I am however very willing to attend future committee meetings where you are exercising your role in scrutinising the performance of the regional service, to assist the committee to put this into the wider national context and to provide you with any information you may seek as to how the Council is fulfilling its role as 'host' to the national functions.

Your letter makes some comments about the performance of the VVC region. From my perspective the National Adoption Service is in the very early stages of having comparative data available for its use; the annual report that the committee saw, published in July 2015, was the very first time that such information had ever been available for adoption services in Wales. From my perspective no region is yet performing consistently and improving upon this across the board is a national priority. My perspective on VVC's performance is that in the areas which are the current priorities nationally namely timely placement of increased numbers of children and effective recruitment of adopters; the region was amongst the better performing regions for 2014/15 despite this being against a backdrop of re-organising itself into what has become 'VVC'.

c/o City of Cardiff Council/ d/o Cyngor Dinas Caerdydd,
Room 327 County Hall/ Ystafell 327 Neuadd y Sir Caerdydd,
Atlantic Wharf, Cardiff CF10 4UW/ Glanfâ'r Iwerydd, Caerdydd CF10 4UW
Tel/Ffon: 029 2087 3927
E-mail/Ebost: contact@adoptcymru.com

There was also a request that in future there was comparative data with relevant English authorities. The benchmarking the National Adoption Service does is against the other UK administrations and particularly the performance of 'England' as a whole which is also closely monitored through its Leadership Board. This is set to continue to be made available to the Governance Board for consideration at relevant points of the year. I can certainly use this to inform discussions whether or not this is ultimately published in our reports.

The response from VVC will address directly your points about the service to Cardiff.

I trust this is helpful.

Yours sincerely

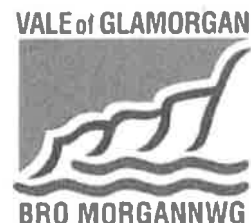


Suzanne Griffiths
Director of Operations
National Adoption Service for Wales

CC Rachel Evans, Head of Children's Services for the Vale of Glamorgan Council,
CC Angela Harris, Vale, Valleys and Cardiff Regional Adoption Service Manager
CC Councillor Sue Lent, Board Member
CC Tony Young, Board Member

Date/Dyddiad 10th November 2015
Ask for/Gofynwch am Rachel Evans
Telephone/Rhif ffôn 01446 704864
Fax/Ffacs
Your Ref/Eich Cyf
My Ref/Cyf
e-mail/e-bost

The Vale of Glamorgan Council, Social Services
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Cyngor Bro Morgannwg, Gwasanaethau Cymdeithasol
Swyddfa'r Doc, Dociau'r Barri, Y Barri CF63 4RT
www.valeofglamorgan.gov.uk
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County Councillor Richard Cook
Chairperson – Children and Young People Scrutiny Committee
City of Cardiff Council
County Hall
CARDIFF
CF10 4UW

Dear Councillor Cook

Re: City of Cardiff Council - Children and Young People Scrutiny Committee

Thank you for your letter dated 21st October 2015 which followed our attendance at the above Committee on October 13th. Angela Harris and I were pleased to be able to share with you the progress that has been made since the Vale, Valleys and Cardiff Regional Adoption Collaborative went live on 1st June 2015, and we appreciated the welcome we received.

I have discussed your comments about the performance of our region in the context of the performance across Wales with Suzanne Griffiths, Director of Operations. She has confirmed that no region is yet performing consistently and that our region was amongst the better performing regions despite this being against a backdrop of re-organising ourselves into what has become our Regional Collaborative. Maintaining our performance in areas where we performed well in quarter one and addressing areas for improvement remains a high priority for the region and we are looking forward to opportunities to analyse the emerging data for quarter two.

With regard to future reporting to each of the Scrutiny Committees across the region, provision is made for this in our Collaborative Agreement signed by each of the partner authorities. An Annual Review of the Collaborative will be undertaken within three months of the end of the financial year and this Review will be forwarded to the Joint Committee, which includes nominated elected member representatives from each local authority. The Regional Adoption Manager will prepare an Annual Report following the Annual Review for submission to the partners' respective Scrutiny Committees.

I trust this letter responds to your queries and I look forward to meeting with you again soon.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Evans', with a horizontal line extending to the right.

Rachel Evans
Head of Service
Vale of Glamorgan Council

My Ref: Scrutiny/Correspondence/MJH

16 November 2015

Hannah Woodhouse
Interim Managing Director
Tŷ Dysgu
Cefn Coed
Parc Nantgarw
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Dear Hannah

Thank you for your letter dated 27 October entitled "A common scrutiny work programme and sharing best practice". I decided that it would be more appropriate for the full Committee to consider it at their next meeting on 10 November. The Committee considered your letter at the meeting and discussed at length the proposals put forward by the Joint Committee.

The Committee agreed with the proposal to hold termly meetings with the Scrutiny Chairs with a view to sharing best practice, and Councillor Richard Cook is looking forward to attending the first meeting in the near future.

The proposal to have a Joint Scrutiny Model for all five Authorities, in which the Joint Committee suggests that the Consortium attends all five Scrutiny Committee's once a year in January, Members considered this proposal at some length, particularly the need to have a consistent approach across all five scrutiny committees, however the Committee considered that at this time, when the Council is still in Estyn Monitoring, it would be unwise to reduce the number of times the Committee scrutinises the work of the Consortium in respect of its support for Cardiff's schools.

The Committee agreed to continue the current practice of inviting the Consortium to three Committee meetings a year, in January, June, and November, until this Council has improved and been removed from Estyn Monitoring.

Finally I would like to thank you for the opportunity to comment on these proposals and look forward to your attendance at the Committee's meeting on 12 January 2016.

Yours sincerely

COUNTY COUNCILLOR - LYNDA THORNE

On behalf of the Chairperson of the Children and Young People Scrutiny Committee.

CC Nick Batchelar, Director of Education and Lifelong Learning

My Ref: Scrutiny/Correspondence/MJH

16 November 2015

Councillor Sarah Merry
Cabinet Member - Education and Skills
County Hall
Atlantic Wharf
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Dear Sarah

Thank you for attending the Children and Young People Scrutiny Committee on 10th November 2015 to provide an opening statement and answer questions on the agenda item **School Performance Monitoring – School Inspection and Literacy and Numeracy report**. I would also like to thank Nick Batchelar and Angela Kent for their presentation of the report and answers to Members questions. During the way forward section of the meeting the Members' considered the information in the report and answers to their questions, and identified a number of comments, concerns and recommendations for your consideration, as detailed below.

The Committee welcomed the opportunity to be presented with these sections of the Schools Annual Report as the Members consider that they are able to focus more directly on these areas, rather than in the full Annual Report in January.

In respect of the School Inspections the Members initially questioned the lessons learnt from the June 2015, Eastern High School Inspection report. Members reflected on the comments made by Estyn in the report, and wished to be assured, that lessons would be learnt from the merger and opening of Eastern High and addressing the Estyn inspection report's recommendations, will be used to aid in the merger of Glyn Derw and Michaelston High Schools, when the merger is next reported to Committee.

Members also noted that the consultation on the merger of Glyn Derw and Michaelston High Schools is currently being undertaken and welcomed the Directors commitment to provide a further report on the merger, following the completion of the consultation on 23 November.

The Members were pleased to hear that all school assessments were now in line with Estyn inspections as this had previously been a concern of the Members as they had heard that some schools were being informed that they were performing well, but then received a disappointing Estyn assessment.

In respect of the report on the Literacy and Numeracy results for 2014/15, Members were pleased to hear that schools had access to the improving teacher programme and the outstanding teacher programme, as Members had previously recommended that a pool of expert teachers should be developed to support teachers across Cardiff.

The Committee recommended that future reports, including the Schools Annual report should present where possible a graphical representation of the results rather than the long list of tables that had been included in the report.

Finally the requested that the Annual Schools report presented to Committee in January 2016, should include a breakdown of the results using Free School Meal, looked after children and English as an Additional Language data, to enable members to assess the Councils progress in addressing the attainment issues in each of these groups.

I hope that these comments, advice and recommendations, detailed above will be of use and support in improving outcomes for Cardiff's pupils. The Committee looks forward to receiving the requested additional information listed above together and as such does not require a formal response to this letter.

To recap, this letter requests several actions, requests for information and recommendations, as follows and requires:

- A further report on the merger of Glyn Derw and Michaelston High Schools in the near future
- That future reports, including the Schools Annual Report should present where possible a graphical representation of the results.

Yours sincerely



COUNTY COUNCILLOR LYNDA THORNE
For the Chair of the Children and Young People Scrutiny Committee

CC: Nick Batchelar – Director of Education and Lifelong learning
CC: Angela Kent, Head of Attainment and Inclusion
CC: Cheryl Cornelius – Cabinet Support Manger
CC: Nichola Hayward – Resources Manager



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Caerdydd,
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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

**SWYDDFA'R DIRPRWY ARWEINYDD
DEPUTY LEADER'S OFFICE**

Fy Nghyf / My Ref: CM33027

Eich Nghyf / Your Ref:

Dyddiad / Date: 4th January 2016

Clr Richard Cook
Cardiff Council
County Hall
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CF10 4UW



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Annwyl / Dear Richard

CYP Scrutiny 8th December - Qtr 2 Performance

Thank you for your letter dated 10 December 2015.

I am pleased to enclose the draft Child Exploitation Strategy and the details in respect of the Safer Families initiative. The draft CSE strategy is due to be discussed at the forthcoming cabinet meeting in January 2016, however I can confirm that work has commenced in relation to the implementation plan.

In your letter you refer to a "campaign briefing paper" and I am sorry but I do not recall such a paper. Whilst talking about Safer Families, I advised that Irfan had initiated a pilot project called Rapid Response and that this pilot had achieved some excellent outcomes for children who otherwise would have become looked after. I have enclosed a report in relation to this initiative for your information.

You have asked for an action plan in relation to the improving the Personal Education Plans. The service will aim to have a written action plan to share with you in quarter 1 of 2016 as this action plan will need to be jointly developed with colleagues in Education. However, I would like to reiterate that whilst performance on compliance with PEP requires improving, you have recently heard from the CSSIW inspector Mr McDonald that outcomes for looked after children in Cardiff are good, furthermore Irfan informed the committee that there have not been any permanent exclusions in the last 4 years in relation to looked after children.

Officers will be very happy to support the Deep Dive Investigation into the procurement process and due diligence of the payment by results Core Assets contract in liaison with Martyn Hutchings.

Yn gywir / Yours sincerely

**Councillor / Cynghorydd Sue Lent
Deputy Leader / Dirprwy Arweinydd
Cabinet Member for Early Years, Children & Families
Aelod Cabinet Dros Y Blynyddoedd Cynnar, Plant a Theuluoedd**

ATEBWCH I / PLEASE REPLY TO:

Swyddfa'r Dirprwy Arweinydd, Ystafell 525, Neuadd y Sir, Glanfa'r Iwerydd, Caerdydd CF10 4UW
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Deputy Leader's Office, Room 525, County Hall, Atlantic Wharf, Cardiff CF10 4UW
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My Ref: Scrutiny/Correspondence/MJH

10 December 2015

Clive Phillips
Assistant Director
Estyn
Anchor Court
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Dear Clive

On behalf of the Members of the Children & Young People Scrutiny Committee, I would like to thank you and your colleague, Huw Davies for attending the Committee meeting on 8 December to present the Estyn Significant Improvement visit (5-9th October 2015) letter.

We greatly appreciated your attendance, and that you continue to value your engagement with this Scrutiny Committee and we hope to further develop this engagement in the future. The Committee also wished to reiterate its commitment to continue to monitor and challenge education performance, schools causing concern and review the development of education policies.

The Members also welcomed the opportunity to be presented with the letter and hear your explanation of the positive outcome from the inspection visit and your comments on Recommendation 2 – Reduce exclusions and reduce the proportion of young people who are not in education, employment or training post-16 and Recommendation 4 – Improve the effectiveness of joint planning across the range of partnership working. I understand that the comments were captured by staff from the Education Department and will be taken into account as they continue to improve educational standards across Cardiff.

Finally the Committee looks forward to receiving the final Estyn Significant Improvement visit letter following the visit in January 2016.

Yours sincerely

COUNTY COUNCILLOR – RICHARD COOK
Chairperson of the Children and Young People Scrutiny Committee.

CC Nick Batchelar, Director of Education and Lifelong Learning

My Ref: Scrutiny/Correspondence/Cllr McGarry

21 December 2015

Councillors Sue Lent & Susan Elsmore
Cabinet Members
c/o Room 520
County Hall
Cardiff
CF10 4UW



Dear Sue and Susan

**Joint Children & Young People and Community & Adult Services Scrutiny
Committee – 17 December 2015:
CSSIW Evaluation on Social Care in Cardiff 2014/15**

On behalf of the Members of the Children & Young People and Community & Adult Services Scrutiny Committees I would like to thank you and the officers for attending our Joint Committee on 17 December 2015 to support the scrutiny of the Care and Social Services Inspectorate Wales' evaluation of social care in Cardiff for the 2014/15 financial year.

The Joint Committee noted the positive comments from the CSSIW on the improvements already being made, particularly with regard to the educational attainment of Looked After Children, the introduction of a preventative strategy regarding Children's Services, the take-up rate of Direct Payments for Adult Services clients, the work of Community Mental Health Teams, the recruitment of permanent social workers and the work in hand on the integration of social care and health across Cardiff and the Vale of Glamorgan. Members are pleased that the CSSIW has recognised these improvements, which are testament to the hard work of staff.

Members note the positive comments made by the CSSIW regarding the Director's Report submitted earlier in the year in that it provides a clear, easy to read and honest assessment of Social Services. Members also note that the CSSIW believe there to be strong corporate support for Social Services and that there is good strategic planning to ensure that the direction of travel aligns with the Social Services and Well Being Act (Wales) 2014.

I have written separately to Bernard McDonald, (Area Manager for Cardiff, CSSIW) thanking him for his attendance and seeking clarification on some issues, namely: the use of comparator data by the CSSIW; and clarification on the purpose and function of the CSSIW report. I have copied both of you and the relevant officers into that letter.

ISSUES HIGHLIGHTED BY THE JOINT COMMITTEE

Following discussion on the issues raised in the Inspection report along with the answers to Members questions, the Joint Committee has asked me to write to you both, with the following observations, requests for information and recommendation.

Social Services and Well Being Act (Wales) 2014: Members were pleased to hear that the CSSIW believe that Cardiff Council is in a good position with regard to implementation of this Act and to hear that the Director of Social Services will provide a written briefing to our January 2016 committee meetings, with progress reports on each work stream to come each month to subsequent committee meetings.

Personal Education Plans: Members note that the new performance indicator set resulting from the Social Services and Well Being Act (Wales) 2014 will be outcome focused and therefore will not include the specific measure currently collected. Members believe this measure to be of value and ask therefore to be informed about how the Directorate proposes to monitor performance in this critical area and how this will be reported.

Personal Advisors: Members note that the issue with the lack of personal advisors for children is due to problems in recruiting suitable individuals, rather than children being deemed ineligible for this service. Members share the Director of Social Services surprise that it has proved so difficult to recruit and were pleased to hear that he has asked for a further investigation into the root causes of recruitment difficulties. Members wish to have sight of this review and ask that it be sent to Children and Young People Scrutiny Committee Members. Members suggest that thought be given to how to support potential personal advisors by providing suitable training to enhance skills.

Enhanced Fostering Service: Members wish to remind you and officers that the Children and Young People Scrutiny Committee's Performance Panel plans to undertake a deep dive into the procurement process.

Delayed Transfer Of Care: Members note that performance in this area has worsened and that the CSSIW are proposing to meet with senior officers to discuss this but that no further investigation is planned at this stage and, therefore, no report will be published.

Quality of residential care: Members are surprised and disappointed to learn that Proactis does not take account of quality during the tendering process; Members believed that it did do this. Members were pleased to hear that the Escalating Concerns Protocol is robustly applied and that CSSIW is not aware of any cases in 2014/15 where formal review proceedings needed to be initiated.

Quality of domiciliary care: Members were surprised to learn, via the CSSIW report, that three major domiciliary care providers had left the Approved Providers List. Given the impact that this type of change can potentially have on service users and their families, as well as on Council budgets, Members would like to be kept informed of these types of issues in future.

Review of older people's care packages: Members note that the decline in performance is the result of budget savings made that reduced the capacity of staff to undertake these reviews whilst also managing the need to improve performance by increasing the number of carers' assessments. Members note that officers are reviewing the allocation of resources, the skills mix required in assessment and care management with regard to the mix of social workers and social work assistants and that this review, coupled with the introduction of mobile working and scheduling, should help to rectify performance. Members also note that the Assistant Director for Adult Services is undertaking weekly monitoring of this area and will move resources across the section to tackle pinch points. Members wish to highlight that the Community and Adult Services Scrutiny Committee's Performance Panel plans to undertake a deep dive into this area, as part of their care pathway and care management deep dive.

Direct Payments: Members note that the contract for Direct Payments provider is being reviewed and would like to receive further information on the timescales associated with this.

Early intervention and prevention: Members note the difference in opinion between the CSSIW and officers at the meeting with regard to whether there is clarity about the various responsibilities and roles for early intervention and prevention services. Members are aware that the Director for Communities, Housing and Customer Services has taken on responsibility for defined areas that were previously part of Adult Services, following the Senior Management Restructure earlier this year. Members are also aware that this Director has responsibility for a significant portion of the Organisational Development work. Members therefore seek reassurance from you regarding the clarity of the various responsibilities and roles for early intervention and prevention services. On a related point, Members wish to accept the Director of Social Services offer to provide a written response to the point regarding the long term sustainability of the Council subsidising Vaga watches.

Financial position: Members note that the CSSIW would not comment on the financial position of Social Services as this is more of a matter for the Wales Audit Office. Members note that Cabinet Members believe that the process this year with regard to proposed budget savings has benefited from an enhanced due diligence process, with more rigorous business cases and more probing regarding the deliverability and achievability of proposed savings.

Given the importance of the above and the need to ensure that these areas of improvement are appropriately addressed, Members recommend that the Directorate develops a detailed action plan to address these areas, as well as embedding the actions into a future directorate delivery plan. Members of both Scrutiny Committees would like to receive regular monitoring reports focussing on the implementation of the actions.

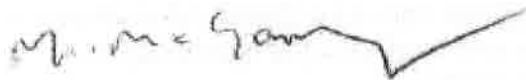
Regarding the structure of the meeting, this was clearly set out on the Agenda for the meeting and is a matter for the Committee. As you heard at the meeting, Scrutiny Committee Members supported the structure as it gave them an opportunity to question the CSSIW inspector on their report and thus receive clarification on a number of areas before asking you and officers for your response.

Members feel that it would have been helpful for the Director of Social Services to have provided an update against the areas for improvement highlighted by the CSSIW, in order that Members had an up-to-date view of the position on these. This is something we would like to happen at next year's meeting.

Finally, I look forward to hearing back from you on the following:

- Recommendation – to prepare an action plan to address the areas for improvement highlighted in the CSSIW report;
- Provision of Information – the Director of Social Services to provide a written briefing on our readiness to implement the Social Services and Well Being Act (Wales) 2014 to our January 2016 committee meetings, with progress reports on each work stream to come each month to subsequent committee meetings;
- Request for information - to be informed about how the Directorate proposes to monitor performance in the critical area of Personal Education Plans for Looked After Children and to be informed how this will be reported;
- Request for information – to provide Children and Young People Scrutiny Committee Members with sight of the review into recruitment of Personal Advisors;
- Request for information – to provide Community and Adult Services Scrutiny Committee Members with further information on the timescales associated with the review of the contract for the Adult Services Direct Payments provider;
- Request – to provide reassurance regarding the clarity of the various responsibilities and roles for early intervention and prevention services;
- Provision of Information – to provide a written response to the point regarding the long term sustainability of the Council subsidising Vaga watches.

Yours sincerely,



COUNTY COUNCILLOR MARY M^CGARRY

Chairperson - Community & Adult Services Scrutiny Committee

Cc: Bernard McDonald - CSSIW

Tony Young Amanda Phillips

Irfan Alam

Kim Brown

Claire Deguara Melanie Jackson

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15th February 2016

Cllr Mary McGarry
Chairperson - Community & Adult Services Scrutiny Committee
County Hall
Atlantic Wharf
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Dear Cllr McGarry

Further to the joint C&YP and CASSC scrutiny committee in December, as agreed I write to update you on the situation with regard to the recruitment of Personal Advisors.

We recognise that there have been high numbers of interest, but the role of a PA is challenging – particularly as PAs have case accountability for over 18 years and the safeguarding and public protection risks related to many of the young people in this cohort mean that we need to employ competent people who come to the role with the requisite experience and skills.

We do provide induction and extensive training opportunities (2 PAs are currently seconded on to the Social Work degree course and another is due to start next year), however, it is vital that applicants have some prior experience of working with young people.

The selection and interview panel always has a young person in attendance. The young person we have recently used has extensive experience in interviewing and his view was that none of the previous cohort of applicants interviewed were suitable. His views were consistent with the two managers who were also on the panel.

We currently have 3 agency workers who are covering the vacant posts. This has enabled us to meet current levels of need and we are also in the process of shortlisting for the vacancies.

I hope this brief summary goes some way to reassure you that we are actively recruiting and will continue to do so.

Irfan Alam
Assistant Director, Childrens Services



**SWYDDFA'R DIRPRWY ARWEINYDD
DEPUTY LEADER'S OFFICE**

Fy Nghyf / My Ref: CM33128

Eich Nghyf / Your Ref:

Dyddiad / Date: 27th January 2016

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Annwyl / Dear Mary

**Scrutiny - Joint Children & Young People And Community & Adult Services
Scrutiny - 17 December 2015 - Cssiw Evaluation**

Thank you for your letter of 21st December following our attendance with officers to hear the presentation by CSSIW of their Annual Evaluation of Social Services 2014/15.

Please note as a preliminary that it is important to apply the correct nomenclature and that the term is 'Social Services' not as indicated in your letter 'Social Care'. Whilst this is a generic term which many of us use in a variety of settings it is in fact somewhat broader and less specific than 'social services'. This is important in the context of the report that was considered by committee because it relates to the very clearly defined statutory duties and functions of the Director of Social Services in Wales; his discharge of those specific duties in Cardiff; his Annual Report assessment of performance in relation to those duties; and the Annual Performance Evaluation by CSSIW of Social Services in Cardiff.

We very much welcome your recognition of the positive comments from CSSIW concerning improvements being made.

We note your comments concerning the committee's desire for an update against the 'Areas for Improvement' and feel that this is appropriately addressed in our response to your first recommendation as set out below.

In relation to the committee's consideration of the issues covered in the CSSIW report overall and your recommendations in particular, we would respond as follows:-

1. **Recommendation concerning an action plan.** The established practice in relation to this issue is for all 'Areas for Improvement' to be incorporated into the Directorate Business Plan for the forthcoming year where relevant. This has worked effectively in each of the last two years and CSSIW have, as reported, been satisfied that the 'Areas for Improvement' raised in the 2012/2013 and

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2013/14 evaluations were addressed satisfactorily as a result. The Director does not see value in preparing a separate action plan to deal with the 'Areas for Improvement' only, particularly when there are also parallel improvement plans in place in both adults and children's services already; taken together with the existing business plan, these plans address themselves to those issues. To prepare yet another plan that would require separate monitoring activity is simple not efficient and moreover would require additional attention and draw on already limited management capacity. We would also emphasise that the committee will also have a full opportunity to scrutinise the Directorate Business Plan and the extent to which it effectively addresses the 'Areas for Improvement' , when the Directorate Business Plan is considered by Scrutiny in March.

2. **Provision of SSWB Act Briefings** - this is agreed.
3. **Further Information - Personal Education Plans** – this is agreed.
4. **Recruitment of Personal Advisors** – further information following the investigation of this concern; this is agreed.
5. **Further Information on the Review of Direct Payments Contract** – this is agreed
6. **Request to clarify roles and responsibilities re Prevention** – this is agreed
7. **Provision of Information – Vega Watches** – this is agreed.

Yn gywir / Yours sincerely



Cllr / Cynghorydd Sue Lent
Deputy Leader / Dirprwy Arweinydd
Cabinet Member for Early Years,
Children & Families
Aelod Cabinet Dros Y Blynnyddoedd Cynnar,
Plant a Theuluoedd



Cllr / Cynghorydd Susan Elsmore
Cabinet Member for Health,
Housing & Wellbeing
Aelod Cabinet dros Iechyd, Tai a
Lles

Dyddiad / Date: 14 January 2016

Dear Councillor McGarry

Thank you for your letter dated 22 December and I do apologise for the delay in responding to the issues that you raise.

You are correct in your assumptions that our report is a performance evaluation of Cardiff social services for the year 2014/15. However, it is not an "end of term" report which seeks to judge the council nor is it a definitive or comprehensive explanation of all aspects of social services in Cardiff; it could never be. Social services departments are large, complex organisations which are very dynamic and subject to constant change. The report does provide a high-level summary which provides lines of inquiry and areas for improvement. It should not be read in isolation but used in conjunction with other information members of the scrutiny committee will be sighted on i.e. it is only one piece of evidence members should consider.

I am concerned that some of your members feel the evaluation report gives the impression Cardiff social services are performing well. In some areas the council is, in others it is not. We consider the report to be balanced and that it provides a fair and proportionate analysis of the services provided by the council and highlights both good areas of practice as well as areas of concern.

I would like to draw the elected members to the following areas of the performance evaluation that identifies areas for improvement.

Our opening sentence reads '*The council continues to face significant challenges in transforming services in light of increasing demand and financial pressures, alongside preparing for the implementation of the Social Services and Well Being (Wales) Act*'

This is followed by the opening statement in paragraph 1.3 regarding key areas of performance as follows, *'Performance indicators demonstrate some key areas of performance still require improvement. In adult services improvements are required in reducing the number of people waiting for hospital discharge. In children's services there has been an increase in the number of children being looked after by the council. Performance in the area of intake and assessment needs continued improvement'*.

The report on page 2 identifies the nine areas for improvement from the annual performance evaluation for 2013/14. Our report identifies further improvement is required in four of these areas.

Page 3 of our evaluation identifies areas of practice that CSSIW want to follow up in 2015/16 these include

- *the council's approach to improve performance in the number of delayed transfer of care from hospital;*
- *the commissioning arrangements for residential and domiciliary care;*
- *performance within children's services, in particular intake and assessment and children in need;*
- *progress on the payment by results initiative in enabling young people to be provided with a service in Cardiff; and*
- *readiness for the Social Services and Wellbeing Act (SSWB Act).*

Within adult services we specifically identified the challenges the council faced in re-commissioning domiciliary care services and specifically the impact of the implementation of the new model on the reduced capacity in the market. This is an area that we have already followed up as part of our national review of the commissioning of domiciliary care service.

The lack of any quality element in the commissioning of residential care was raised in regard to ensuring people were offered a wider choice and a quality service to meet their needs.

As you state in your letter we did raise concerns within our evaluation regarding the decline in performance in the number of people awaiting discharge from hospital. This was an area we discussed at our quarterly engagement meetings with the director of social services. Our report identifies this could be attributed to the new commissioning model for domiciliary care and delays in delivering the supported housing project to support the re-ablement service.

In considering the key national priorities for adults, the report commented that it is not clear who is leading the preventative agenda for older people's services. In summary, our report identifies five areas for improvement that the council needs to consider in adult services.

Within children's services the first four paragraphs (6.24 – 6.27) of our report highlights the decline in the percentage of Looked After Children reviews completed, the need to improve the personal advisor services, the need to improve the number of Looked After Children who have a personal education plan and the decrease in the completion of core assessments completed within the statutory timescale. The report highlights five areas for

improvement in children's services. It is because of our concerns we are undertaking a full inspection of children's intake and assessment service in January.

When considering the extent to which leadership and governance promotes improvements in outcomes for people we have identified three areas for improvement which focus on the stability of leadership and direction within the department.

The annual performance report is written in a constructive manner which not only reflects the above areas of improvement but also highlights areas of good practice. Throughout the year we met with the director and senior officers to raise concerns or discuss good practice and innovation throughout the year.

Where we do identify areas that may warrant further analysis we would consider undertaking a review or site visit to the particular area of practice. The past three years has seen us undertake site visits to the intake and assessment team, physical and sensory impairment team, community mental health team and visit to the managed team in children's services. In addition we have undertaken a review of Looked After Children's services as part of a national review in addition to supporting the Wales Audit Office inspection of services provided to older people.

This year we will complete an inspection of domiciliary care services as part of our national review and as I have said undertake a further formal inspection of the intake and assessment team in children's services.

As you have pointed out in your letter there are challenges in looking at comparative data, and as discussed at scrutiny it is difficult for us to consider Cardiff against all Wales' average although we do compare Cardiff with other larger cities in Wales. As you are aware on a number of metrics Cardiff is exceptional and very different in scale, (demography, economy and diversity) to any other councils in Wales. This difference is statistically significant. Our analysts advise us the most valid comparison would be against an English city such as Walsall or Newcastle but as the legislative and policy requirements are different that poses some difficulty. We accept some data / ratios do appear to offer comparison but one has to take account of the very different volumes and the very different complexities in the cases being presented in different council areas. One also has to take into account the fact that whilst data sets are carefully defined, in practice the way information is coded and captured varies considerably between councils depending on the local arrangements for providing services. For example, what is regarded as a carer's assessment in one council area will be quite different to what is regarded as an assessment in another. Similarly with reviews of adult care, some councils will count "telephone reviews" or reviews undertaken by an independent provider, others will only count in depth, face to face reviews completed by a reviewing team. We therefore treat a number of indicators with a degree of caution.

For your information we do employ a team of specialist analysts to scrutinise the data provided for each council and they advise Area Managers on each council's performance. Furthermore all of our evaluations are considered as part of a moderation process which includes independent scrutiny (an ex director of social services) to ensure they are fair and balanced and that any concerns have been highlighted.

We really value the role played by members of scrutiny committees and it is important that people who undertake the scrutiny role are independent, impartial, diligent and robust. I

appreciate you writing to me and the level of interest your fellow committee members have in Cardiff's performance.

I hope this letter provides some explanation and reassurance and I am happy to discuss these issues further when we next meet.

As you will be aware the Social Services and Wellbeing (Wales) Act 2014 will bring a change in our role and engagement with the council and elected members. There is greater emphasis on the council's self-evaluation and indeed this is the last year we will be producing an annual evaluation report for councils. However we will continue to inspect council services and meet with scrutiny committees.

I look forward to working with you and your committee in securing improvement in the quality services to the people of Cardiff.

Yours Sincerely

Bernard McDonald
Area Manager
CSSIW – Care and Social Services Inspectorate Wales

My Ref: Scrutiny/Correspondence/MJH

15 January 2016

Carl Davies
Home office Prevent Co-ordinator
County Hall
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Dear Carl

On behalf of the Committee I would like to thank you and Barrie Phillips, for attending the Children & Young People Scrutiny Committee meeting on 12 January 2016 to present Cardiff's Prevent Strategy. After consideration of the strategy Members had the following comments:

The Committee greatly appreciated the explanation of the various elements of the strategy and considered it to be very robust. Members also noted that the Welsh Government was developing an updated guidance and self assessment tool and requested that copies be made available to the Committee as soon as it had been published.

The Committee were also pleased to hear details of the training and awareness raising that was being provided through the WRAP programme and are also aware that the Local Government Association had published a leaflet "Leading the preventing violent extremism agenda - a role made for Councillors". Members requested that specific training be developed for Councillors and be provided as soon as possible.

Finally Members did express their concern that the Prevent Strategy did not have clear links with all Council Departments, and did not seem to include unregistered Schools. Members recommended that the Strategy be reviewed to ensure that these two areas are included in the next version of the strategy.

I hope that these comments, advice and requests for information, will be of use and support the implementation of the Prevent Strategy in Cardiff. 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, requests for information and recommendations, as follows and requires:

- A copy of the latest guidance and self assessment tool

- Training on the role of Councillors in the Prevent Strategy
- Revise the strategy to include unregistered schools and links with all Council Departments

Yours sincerely

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

COUNTY COUNCILLOR – RICHARD COOK
Chairperson of the Children and Young People Scrutiny Committee.

CC Barrie Phillips – HE/FE prevent Coordinator



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12th February 2016

County Councillor Richard Cook
Chairperson
Children and Young People Scrutiny Committee
Cardiff

Dear Councillor Cook,

Thank you for giving us the opportunity to appear before the Children and Young People's Scrutiny Committee on 12th January 2016, it really is appreciated and we are grateful for the feedback.

In relation to the follow-up actions from the meeting, I provide the below update:

ACTION (1) Provide a copy of the latest guidance and self-assessment toolkit.

An email containing both documents was sent to Martyn Hutchings, for onward circulation to Committee members on 13th January 2016.

ACTION (2) Deliver training on the role of Councillors in the Prevent Strategy.

I have contacted Gill Nurton in respect of Councillor training and will deliver inputs in due course.

You may be aware that we have previously delivered Prevent presentations to a number of Cardiff Councillors; this being offered via all political parties. However, not all Councillors attended the training, so it would be ideal to provide a refresh.

ACTION (3) Revise the strategy to include unregistered schools and links with all Council departments.

To reassure you, unregistered schools and Local Authority departments are included in the Cardiff Prevent Delivery Plan.

The issue of unregistered schools is one that also requires political intervention, as they are not covered under the Prevent Duty. However, we work closely with the Home Office and Welsh Government on such matters, as well as having worked collaboratively with ESTYN, CSSIW and Cardiff Council education department on previous cases.

In addition, Welsh Government is currently reviewing policy on the matter.

It is my understanding that this letter will not be available publicly.

Yours sincerely

Carl Davies

Home Office Prevent Co-ordinator / Swyddfa Gartref Atal Cydlynnydd
Operational Manager / Rheolwr Gweithredol
Cardiff Local Authority / Awdurdod Lleol Caerdydd

My Ref: Scrutiny/Correspondence/MJH

15 January 2016

Councillor Sarah Merry
Cabinet Member - Education and Skills
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Dear Sarah

On behalf of the Committee I would like to thank you for attending the Children and Young People Scrutiny Committee on 12 January 2016 to provide an opening statement and answer questions on the agenda item **Cardiff Schools Annual Report 2014/15**.

I would also like to thank Nick Batchelar and Angela Kent for their presentation of the report and answers to Members questions. Members were also pleased to welcome Hannah Woodhouse, Managing Director of the Central South Education Consortium, John Hayes, Head Teacher of Ysgol Gyfun Cymraeg Plasmawr, Helen Turner, Head Teacher Pencaerau Primary School and Kevin Tansley, Head Teacher Ty Gwyn Special School, and wished to thank them for their contribution to the scrutiny of this item.

Members raised a number of comments, concerns and recommendations for your consideration, which they asked me to write to you about.

The Committee welcomed the report and that it showed a steady and sustained improvement of performance in Cardiff. Members noted that this improvement was at a greater pace than the rest of Wales. The Committee did however note with some concern that secondary schools were not yet performing as well as primary schools, Members looked forward to an improved picture once the poor performance in three secondary schools had been addressed.

The Committee were pleased to hear from the head teachers that they felt that they were working much more closely with the Consortium. They were now working in improvement groups, were identifying and embedding good practice from other schools into their working practices, and were actively using the leadership training being offered by the Consortium. Members were also pleased to hear that pupil tracking was now embedded into schools performance improvement process and that teachers were held to account for their work.

The Members did reiterate that the categorisation of pupils by ethnicity may not be particularly useful, as some pupils were now 3rd or 4th generation. Members considered that a better category could be “pupils who can not speak English”, and suggested that you could consider using this categorisation in future reports.

The Members noted that the report did not contain information on the National Literacy and Numeracy Framework 2015 performance as well as the results of individual school. Members noted the reasons for this, but recommended that they be included when the report is presented to Cabinet. Members also asked if copies of the individual school data could be sent to Martyn Hutchings, so that he can copy them to all Members.

The Committee was surprised to hear that, in respect of the gender gap, girls performance is stronger than boys in all of the core subjects, however compared with the National Outcomes, there is a notable underperformance in the attainment of girls in English. Members requested that this inconsistency should be investigated to determine exactly what actions need to be implemented to address this issue.

In discussion around the performance of pupils for whom English is not their first language, Members wished to highlight that currently there is a very successful immersion initiative, for pupils who wish to learn Welsh. The Committee recommended that a similar initiative should be developed for pupils who can't speak English.

Finally Members noted that the Director of Education and Lifelong learning was developing a long term plan for education “Cardiff 2020” members requested that a draft of the plan be presented to this Committee in March 2016.

I hope that these comments, advice and recommendations, detailed above will be of use and support in improving outcomes for Cardiff's pupils. The Committee looks forward to receiving the requested additional information listed above and response to its recommendations; as such the Members require a formal response to this letter within the next month.

To recap, this letter requests several actions, requests for information and recommendations, as follows and requires:

- That the National Literacy and Numeracy Framework 2015 performance be included in the report to Cabinet
- That a copy of the performance of individual schools 2014/15 be sent to Martyn Hutchings, Scrutiny Services
- That the inconsistency in the National and Local Gender performance be investigated

- That an Immersion initiative, similar to that used for pupils who cannot speak Welsh, be considered for pupils who start school unable to speak English; and
- That the Director of Education and Lifelong learning presents to Committee, in March, the draft "Cardiff 2020" plan.

Yours sincerely

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

COUNTY COUNCILLOR RICHARD COOK
Chair – Children and Young People Scrutiny Committee

CC: Nick Batchelar, Director of Education and Lifelong Learning
Angela Kent, OM Schools Performance
Hannah Woodhouse, Managing Director, South Central Consortium
John Hayes, Ysgol Gyfun Cymraeg Plasmawr,
Helen Turner, Pencaerau Primary School
Kevin Tansley, Ty Gwyn Special School

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My Ref / Fy Ref: CM33348

Your Ref / Eich Ref :

Date / Dyddiad: 15 February 2016

Councillor R. Cook
Chair
Children and Young People Scrutiny Committee
County Hall
Atlantic wharf
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Dear / Annwyl Richard,

Thank you for your letter dated 15th January, 2016 following the meeting of the Children and Young People Scrutiny Committee on the 12th January, 2016 in which you request several actions, additional information and make recommendations.

You requested that:

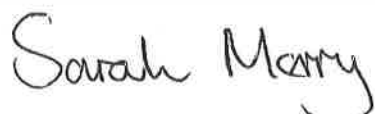
1. The National Literacy and Numeracy Framework 2015 performance be included in the report to Cabinet. The report had already been sent to the Cabinet Office prior to receipt of your letter. A copy of the report on Performance in Literacy and Numeracy 2015 has been circulated to Cabinet Members.
2. A copy of the performance of individual schools 2014/15 be sent to Martyn Hutchings, Scrutiny Services. I can confirm that this has been arranged.
3. The inconsistency in the National and Local Gender performance be investigated. This is being done by the Head of Achievement and Inclusion and the senior challenge adviser through the progress reviews with individual schools.
4. An immersion initiative, similar to that used for pupils who cannot speak Welsh, be considered for pupils who start school unable to speak English – the relevant LA officer has been contacted and will investigate the feasibility of such an initiative.



5. The Director of Education and Lifelong learning presents to Committee, in March, the draft "Cardiff 2020" plan. I am sure that the Director will welcome the opportunity to present the plan to the committee when it is sufficiently developed.

I will be discussing progress with the actions listed above in my regular meetings with education officers.

Yours sincerely
Yn gwyir



Cllr /Y Cyng Sarah Merry
Cabinet Member for Education/
Yr Aelod Cabinet Dros Addysg
Member for Cathays /
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Date 22 January 2016

My Ref SS/CYP/MJH

Councillor Peter Bradbury
Cabinet Member for Community Development, Co-operatives & Social Enterprise
County Hall
Atlantic Wharf
CARDIFF
CF10 4UW

Dear Peter

On behalf of the Committee I would like to thank you for attending the meeting on 12 January 2016 to present the Cabinet briefing paper on the **New Model for Cardiff's Play Service**. I would also like to thank Andrew Gregory, Malcolm Stammers and Jane Clemence for attending and answering Members questions. During the way forward section of the meeting Members considered the information in the report and answers to their questions, and identified a number of comments, concerns and recommendations for your consideration, as detailed below:

The Committee welcomed the opportunity to be briefed on the changes being brought in following the Budget savings decision made in February 2015 along with the Cabinet commitment that "All Play Centre's to remain open and staffed for children's play for five evenings per week until the alternative arrangements are put in place".

Members expressed their concern that the briefing paper did not seem to set out clearly how the play service and each play centre would move from its present operational model to the Play Grant Commissioning Model. Members queried this during the presentation and received further clarification, however they requested that a further briefing paper should be provided that sets out clearly the plans for the change in play service provision around each Play Centre. The Committee also requested copies of the submitted business plans, on a confidential basis, so that Members can ensure the robustness and sustainability of the proposals.

The Committee also heard from representatives from Ely and Grangetown Play Centres about their experiences of the changes to the Play Service in their areas. They both expressed concern that some of the proposals were not viable. They had not received sufficient support and advice to help them develop plans to take over the buildings and run the Play Centres and commented that they felt forced into developing business plans. Both representatives felt passionately about their Play Centres. They also felt that the move to a play grant commissioned service, with the option to provide play in alternative all-purpose community settings, would remove the child friendly, inclusive environment, with structured play areas and personalised facilities that the present Play Centres provide.

Finally Members requested a further progress report on the operation of the Play Grant Commissioning Model and provision of the Council's Play Service following the completion of the Play Sufficiency Assessment.

I hope that these comments, advice and requests for information, will be of use and support in the operation of the Play Service. 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, requests for information and recommendations, as follows and requires:

- A further briefing paper setting out clearly the plans for the change in Play Service provision around each Play Centre;
- Copies of the submitted Business plans, on a confidential bases;
- That the views of the Play Centre representatives be sought and taken into account during the implementation of the new Play Service;
- That a further report is presented to Committee following the completion of the Play Sufficiency Assessment

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: Andrew Gregory, Director of City Operations
Malcolm Stammers, Operational Manager Leisure and Play
Jane Clemence – Active Communities Officer



Fy Nghyf / My Ref: CM33415

Dyddiad / Date: 22nd February 2016

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Councillor Richard Cook
Cardiff Council
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Cardiff
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Annwyl/Dear Councillor Cook

Cyp Scrutiny 12 Jan - New Model For Childrens Play Services

Thank you for your letter of January 22nd conceding the Scrutiny Committee's meeting regarding Children's Play.

I am quite happy for officers to provide you with a briefing paper on the provision for Play in each Neighbourhood Management area when the Centre is to be transferred after it has been agreed with local Ward members.

As to the transfer of each of the Centre's then again I am happy to provide copies of the submitted business plans which will have been considered by the Community Asset Transfer Board in recommending entering into a lease agreement although the party that we are entering into the lease agreements with will need to give their approval as well.

I note your comments regarding the views expressed by the representatives from Ely and Grangetown Play Centres. I understand that the groups feel that more support could have been given in developing their respective business cases. However we have provided development officers to work with groups, (particularly in the case of Ely via ACE) and we have also given officer support from within Leisure & Play where an individual officer has been tasked with supporting the transfer of the Centres for the past 4 months or so. In addition, some of the groups have taken advantage of the consultants available via the "Steeping Up" process to assist in developing their plans and this support is ongoing. We continue to be very conscious of the views of the community, hence our continued engagement with the various community groups expressing interest in taking responsibility for the buildings.

There is no problem at all with providing you with a further progress report on the Play Commissioning Model and also the Play Sufficiency Assessment at the

PLEASE REPLY TO / ATEBWCH I: Cabinet Support Office / Swyddfa Cymorth Y Cabinet
Room / Ystafell 514, County Hall / Neuadd Y Sir, Atlantic Wharf / Glanfa'r Iwerydd,
Cardiff / Caerdydd, CF10 4UW
Tel/ Ffon: (029) 2087 2598 Fax/Facs (029) 20872691



appropriate time.

As always I would like to thank you and your Committee for their interest in the subject of Play which is so valuable to our young people.

Yn gywir
Yours sincerely

A handwritten signature in black ink, appearing to read 'Peter Bradbury', with a long horizontal flourish extending to the right.

Councillor / Y Cynghorydd Peter Bradbury
Cabinet Member for Community Development, Co-operatives & Social Enterprise
Aelod Cabinet Dros Datblygu Cymunedol, Mentrau Cydweithredol a Mentrau Cymdeithasol

My Ref: Scrutiny/Correspondence/MJH

15 January 2016

Hannah Woodhouse
Interim Managing Director
Tŷ Dysgu
Cefn Coed
Parc Nantgarw
Cardiff
CF15 7QQ



County Hall
Cardiff,
CF10 4UW
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Dear Hannah,

On behalf of the Committee I would like to thank you and Councillor Chris Elmore, Chairman of the Consortium Joint Committee, for attending the Children & Young People Scrutiny Committee meeting on 12 January 2016 to present the Consortium's draft Self Assessment and draft Business Plan 2016/17. I would also like to thank Nick Batchelar and Angela Kent for their contribution to the discussions on the two papers. Following consideration of the report and answers to Members questions, the Committee raised the following concerns and recommendations:

The Committee noted that these papers were being reported to all five Consortium member Authorities, during this month and Members welcomed the opportunity to review the two documents at such an early stage, and be invited to provide advice and comment on their content prior to their formal approval by the Joint Committee.

The Committee reflected on the contents of the draft Business Plan 2015/16 and expressed their concern that the document lacked focus in some of the actions to address improvements. For example under improvement priority ONE, the action 'to reduce the variations in performance between schools' says 'Secure improvement at pace in red and amber support schools reflecting what works through effective intervention'. Other actions had a more detailed narrative. Members recommended that the Business Plan must include clearer explicit actions with targets, milestones and outcome measures.

Members sought further clarification of the role of challenge advisors in reducing the number of Neets, as their role had been highlighted at previous meetings. Members requested that the role must be referenced in the business plan, as a specific action, for 2016/17.

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

Yours sincerely

COUNTY COUNCILLOR – RICHARD COOK
Chairperson of the Children and Young People Scrutiny Committee.

CC Nick Batchelar, Director of Education and Lifelong Learning



Central South Consortium
Consortiwm Canolbarth y De

Joint Education Service
Gwasanaeth Addysg ar y Cyd

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Our Ref: HW/TD

1st March 2016

County Councillor Richard Cook,
Chairperson of the Children and Young People Scrutiny Committee,
Cardiff Council,
County Hall,
Cardiff.
CF10 4 UW

Dear Councillor Cook,

Thank you for your letter and for the opportunity to share our self evaluation and business plan with the Scrutiny Committee at this early stage.

The Business Plan reflects the needs of the region and is focused on setting out the ambitions of the authorities and schools across the region to develop a region which can compete not only in Wales but internationally. We are delighted that the region shows strong improvement across all authorities and particularly so in Cardiff, but we are not complacent about making further strong progress working with partners across the region.

The Committee raised two points with me in discussion. I can reassure the Committee that it is the case that Challenge Advisers working across the region, but particularly in Cardiff, to challenge and support schools to reduce the numbers of young people not in education employment or training (NEET) and indeed in the final inspection monitoring visit, we reviewed challenge adviser records to evidence this. Once again we will continue to keep to make this a focus of our work into the year ahead.

Secondly, on the issue about detail in the business plan, we are further developing it so that it is as clear and measurable about activity and impact as it can be and can be really effective in driving our work, and our evaluation of progress and impact, throughout the year. However the Business Plan itself is intended to be a high level summary document and is backed by detailed plans under each of the areas of focus. It is here that we are setting out the specific activities which sit beneath each commitment. We will publish the Business Plan on our website when complete and the Committee will be aware that the Consortium Joint Committee - including the Chief Executive and Cabinet Member for Cardiff approves the final version.

With many thanks for your constructive comments.

Yours sincerely,

Hannah Woodhouse
Managing Director

Date 18 January 2016

My Ref SS/CYP/MJH

Your Ref:



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

Dear Sue

I am sorry that you were not able to attend Committee on 12 January 2016, and your apology was noted by the Committee. I would therefore like to thank Tony Young and Nicola Poole for attending Children and Young People Scrutiny Committee to present the progress report on the **Social Services and Well Being Act (Wales) 2014**.

The Committee welcomed the information contained in the report and appendices and were pleased with the progress being made in implementing the requirements of the Act. Members were pleased to hear, from officers, that they had planned to provide monthly briefings to Committee, on the implementation of the six work streams that were relevant to this Committee's Terms of Reference. The Committee agreed to include these briefings in its future work programme.

Members noted that the Governance section of the briefing did not include any reference to Scrutiny's involvement, despite the commitment to bring regular briefings. The Committee requested that the Governance structure be amended to include scrutiny of the implementation of the Act.

Members had previously questioned the overall cost of the requirements of the Act as they did not feel that its implementation would be cost neutral as indicated by the Welsh Government. The Members welcomed the commitment by the Director to seek additional funding, for the implementation of the Act, as part of the 2016/17 budget.

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.

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

My Ref: Scrutiny/CYP/MJH

Date: 16 February 2016



Councillor Graham Hinchey
Cabinet Member for Corporate Services and Performance
City of Cardiff Council
County Hall
Cardiff
CF10 4UW

Dear Graham

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE - Corporate Plan and Draft Cabinet Budget proposals

Thank you for attending the Children and Young People Scrutiny Committee on 16 February 2016. The Committee would also like me to thank Councillor Lent, Councillor Merry, Councillor Bradbury, Christine Salter and relevant Directors and Officers for their attendance. The Committee welcomed the presentations on the Corporate Plan, Cabinet draft Budget proposals overview and the departmental budget proposals for each directorate. The Committee considered the information presented together with answers to members questions and agreed to provide you and the Cabinet Members with the following comments, concerns and recommendations

In respect of the Budget Consultation exercise undertaken during December, the Committee acknowledges that Cabinet is increasing the scope of the consultation but recommends caution on the weight given to such a small sample of responses, acquired from certain demographic areas and minority groups. For example respondents from the east of the city are low and the numbers of responses from young people are proportionately low given the number living in the city. The Committee recommends that in future the Cabinet improves its consultation of the budget proposals by attending existing community groups, such as luncheon groups, youth groups, family centres and minority ethnic groups.. The Committee was also concerned that the questionnaire had a number of leading questions and Members suggested that future budget consultation questionnaires should be validated by an external market research company.

The Committee also questioned the achievability of many of the savings proposals, particularly those that were identified as RED or RED/AMBER. The Members highlighted the need for robust and detailed action plans with key milestones to be in place as part of each savings action plan. The Committee will be monitoring the action plans as part of the Committee's budget monitoring panels function.

The Committee also wished to highlight the following points:

- Members expressed particular concern around the achievability of lines 84, 85 and 86 of the savings proposals (Education – reduction of the costs of placements, Looked After Children placed out of County and the number of new placements), as these are dependent on partnership working. Members therefore requested details of the partnership action plans to be made available to the Committee as soon as possible.
- Members wished to seek assurance, that in respect of savings proposals – line 88, the different delivery model for tuition for children who are not educated in school, would not have a detrimental outcome for the pupils receiving the service.
- Given the present budget pressures, Members expressed surprise that there was no intention, at the present time, to have a debate around the provision of school transport for Faith and Welsh schools.

Finally following consideration of the new model for Children's Play, the Committee recommended an alternative way forward as follows: the proposed reduction in service would be better provided, from each of the current Play Centres, rather than spreading the service around several different buildings in each community, until the Community Asset Transfers have each been completed. This would ensure continuity of provision and be less confusing for children and parents..

I will be copying this letter to all the relevant Cabinet Members and Directors as well as the Chair of Policy Review and Performance Scrutiny Committee in advance of its meeting on Wednesday 17 February and it is possible that these points will be raised with you in greater detail at that meeting.

We hope that these comments will have been of assistance to you and the Cabinet in agreeing the Budget proposals on Thursday 18 February and look forward to a positive response to the points raised in the letter, from you and the other cabinet Members, within the next month.

Yours sincerely

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

COUNTY COUNCILLOR RICHARD COOK
Chair – Children and Young People Scrutiny Committee

Cc

Councillor Lent, Deputy Leader and Cabinet Member for Early Years, Children and Families

Councillor Merry, Cabinet Member for Education

Councillor Bradbury, Cabinet Member for Community Development, Co-operatives, & Social enterprise.

Christine Salter, Section 151 Officer

Tony Young, Director of Social Services

Nick Batchelar, Director of Education and Lifelong learning

Andrew Gregory, Director of City Operations

Chair of Policy Review and Performance Scrutiny Committee

Rita Rohman

Cheryl Cornelius

**SWYDDFA CYMORTH Y CABINET
CABINET SUPPORT OFFICE**

Fy Nghyf / My Ref: CM33640
Eich Cyf / Your Ref: Scrutiny/CYP/MJH

Dyddiad / Date: 24 February 2016

Councillor Richard Cook
Chair, Children & Young People Scrutiny Committee
Scrutiny Services
Room 263
County Hall
Cardiff
CF10 4UW



Annwyl / Dear Richard

Children & Young People Scrutiny Committee - Corporate Plan & Draft Cabinet Budget Proposals

Thank you for your letter dated 16 February 2016 and the useful comments raised. I can assure you that Cabinet was able to reflect on the points raised prior to meeting on 18 February 2016.

This response to your letter relates to multiple Cabinet portfolios and directorates and has been written in consultation with all Cabinet Members and Directors that have responsibility for the relevant functions.

The following paragraphs set out responses to your specific points.

Budget Consultation

I appreciate the comments made and will ensure that they are fed into a review of the 2016/17 process which will inform the work for 2017/18.

Budget Proposals

I note your concerns regarding the achievability of the savings proposals that have been identified as Red or Red/Amber and will ensure that Officers are able to present robust and detailed plans with key milestones to your Committee's budget monitoring panels.

I also note your particular concerns regarding EDU savings lines 84, 85 and 86 in relation to savings proposals on Out of County Placements and EDU savings line 88 in relation to Education Other Than At School (EOTAS). I can confirm that once Officers have finalised the partnership action plans in relation to these savings proposals, copies will be made available to the Committee and would reiterate the verbal assurance provided to your Committee regarding EDU 88 that any alternative provision will be at least as good as or better than existing provision.

ATEBWCH I / PLEASE REPLY TO: Swyddfa Cymorth Y Cabinet / Cabinet Support Office,
Ystafell / Room 514, Neuadd y Sir / County Hall,
Glanfa'r Iwerydd / Atlantic Wharf, Caerdydd / Cardiff,
CF10 4UW (Tel: (02920) 2087 2479)

The Committee's comments regarding the delivery of the new model of play from existing Centres until any Community Asset Transfer (CAT) has been concluded is noted. Can I reassure the Committee that this approach has always been a central element of the delivery plan in that it was always understood that the service levels and locations would need to be fully agreed with local ward members prior to its introduction. One implication of this is that depending on circumstances this could mean that play continues from those Centres until such time as the CAT is completed. Even after a CAT is completed play may continue to be delivered from the Centre if applicable and subject to the Play Sufficiency Assessment (PSA) findings.

I hope that this letter captures all the points raised in your letter and thank you again for your support in the budget process.

Yn gwyir,
Yours sincerely,



Councillor / Y Cynghorydd Graham Hinchey
Cabinet Member for Corporate Services & Performance
Aelod Cabinet dros Wasanaethau Corfforaethol a Perfformiad

Cc Councillor Lent, Deputy Leader and Cabinet Member for Early Years, Children and Families
Councillor Merry, Cabinet Member for Education
Councillor Bradbury, Cabinet Member for Community Development, Co-operatives, & Social Enterprise.
Christine Salter, Section 151 Officer
Tony Young, Director of Social Services
Nick Batchelar, Director of Education and Lifelong learning
Andrew Gregory, Director of City Operations
Chair of Policy Review and Performance Scrutiny Committee
Rita Rohman
Cheryl Cornelius

My Ref: Scrutiny/CYP/AEJ

Date: 16 February 2016



Councillor Sue Lent
Deputy Leader and Cabinet Member for Families, Children and Early Learning
City of Cardiff Council
County Hall
Cardiff
CF10 4UW

Dear Sue,

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE – DRAFT CARDIFF CHILD SEXUAL EXPLOITATION PREVENTION STRATEGY

I am writing to you on behalf of the Children & Young People Scrutiny Committee, following its consideration of the draft Cardiff Child Sexual Exploitation (CSE) Prevention Strategy.

This response is based on an evaluation and review of the draft Strategy on the 21 January 2016 by the CSE Task & Finish Group, and endorsed by full Committee on the 16 February.

Overall, whilst the development of a Strategy document on this critical issue is welcomed, the Committee has requested that a number of additions, updates and amendments be made to the Strategy and Action Plan before it is adopted by Cabinet. Whilst it is appreciated that it will evolve and develop, this Committee recommends that additional data and information that should be available at this juncture be added to the Strategy and Action Plan before it is considered by Cabinet.

This includes:

- Key baseline data;
- Explicit references to governance and lines of accountability;
- Performance measures, including targets, costs and clear timeframes for review;
- Details of progress made to date; and
- Links to other key plans and strategies

The Committee's detailed comments and recommendations on specific parts of the Strategy are set out in Appendix A.

I look forward to receiving an updated version of the Strategy document in due course.

Yours sincerely,

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

COUNTY COUNCILLOR RICHARD COOK
Chair – Children and Young People Scrutiny Committee

Cc Tony Young, Director of Social Services
Irfan Alam, Assistant Director, Children's Services
Sandra Cornwall, Operational Manager, Safeguarding Services, Children's Services
Jan Coles, Interim Lead Manager for CSE, Children's Services
Andy Senior, Business Manager, Cardiff & Vale Local Safeguarding Children Board

CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE
Draft CSE Prevention Strategy
Detailed Recommendations

Purpose of the Strategy

The draft document states *"It is important to note, for now, this is a Cardiff only Strategy..... With an aim to develop a regional strategy if it is felt that one is needed"*.

Evidence has shown that cross boundary, multi agency working is critical in identifying and tracking victims and perpetrators and it is therefore recommended that this Strategy should commit to working in this way from the outset and link to other LSCBs – to the Vale of Glamorgan; the SE Wales SCB (Newport, Torfaen, Monmouthshire, Blaenau Gwent and Caerphilly); and the Western Bay SCB (Neath Port Talbot, Swansea and Bridgend). Whilst we recognise the need for a local strategy, it is crucial that a commitment to work and interact together is put in place to maximise impact in tackling this issue.

Strategic Context

The Committee recommends that additional content be added to this Section. Birmingham LSCB CSE Strategy 2015-17 detailed the following in its Strategic Context and it is recommended that these be included in the Cardiff document:

- A profile of children and young people in the area – numbers, ages, breakdown of ethnicity, numbers and percentages in school, achievements; NEETs etc.
- General overview of wards in the City, including numbers and percentages of children living in poverty and deprivation etc.
- Young people's views - for example, children & young people's perceptions of their neighbourhoods etc.; and
- Health – admissions of Under-18s to A&E, scale of mental health issues etc.

The Cardiff CSE Strategy Action Plan states a number of activities that could provide this context. The commitment to *"complete an audit of children's services referrals and cases..... to identify the nature and prevalence of CSE in Cardiff" (by end December 2015)* should provide this, and it is therefore recommended that the relevant parts of these audit results be included in this part of the draft Strategy at this time, prior to consideration by Cabinet on the 10 March 2016.

What we know about CSE in Cardiff and how we will make sure we understand the scale of the problem

Linked with the Strategic Context, we recommend the following be added to this Section:

Further details arising from the audit and other sources including:

- The numbers of children at risk and a breakdown of what category of risk (as per the SERAF framework)
- The ages of children at risk
- The ethnicity of those at risk
- Numbers of children classified as missing from school
- How many of those at risk are in the care of the Local Authority
- How many have plans in place
- How many Assessment meetings have taken place in the past 3 months
- Output of the mapping of existing services exercise (*as stated in the Action Plan as being completed by the end of January 2016*);
- Profile of ethnic groups, including any changes in demographics over the past five years;
- Indicators identified that could lead children to become "at risk" from CSE;
- Further detail needs to be made in relation to the Police "problem profile findings", for example, "hotspots" identified – not just "where", but numbers too; and a profile of the numbers of victims who have been identified as engaging in risky behaviour.
- Results/Findings of the Children's Services Audit should be included at this juncture to clarify and back up the statement of *"early indication from this audit suggest an improving picture in terms of effective responses to CSE and real strength in terms of protecting Looked After Children from exposure to CSE"*.

Identifying and monitoring CSE

Whilst we supported the intention of the commitment to working with multi-agency intelligence to identify and monitor CSE, terms such as "systematically" and "routinely" were used through this Section, with no indication of timescales. We recommend that the Strategy set out in clear terms **how** they will identify and monitor CSE, and **when** they will do this, using set timescales.

Raising Awareness, Identifying and Protecting Those who are Vulnerable

We recommend that further detail (including supporting data) be added to this Section. In addition, arising from the Police Profile findings in a previous Section, where City Centre Hotspots had been specifically identified, the Committee felt that there was a need to engage with the City Centre Team to raise awareness and

educate across licensed premises, large chain restaurants, hotels etc. in tackling this issue, and this should be specified in this Section.

Supporting Victims to breakaway from CSE

The Action Plan indicates that work on this commenced in January 2016, and it is therefore recommended that this Section be updated, prior to consideration by Cabinet, to support the statements in this Section.

How we will measure our Performance

We recommend that *“progress on implementing this Strategy will be reviewed regularly”* be amended to *“progress on implementing this Strategy will be reviewed quarterly”*.

The Strategy and Action Plan do not specify how performance will be monitored or measured and recommend that performance indicators, targets and costs be added to the Action Plan. It is recommended that this be rectified at this stage to ensure that the Strategy is achievable, measurable and realistic in its expectations.

Our Plan to Implement this Strategy

The draft Strategy states that terms of reference and governance arrangements will be presented to the LSCB and Vulnerable Children and Families Board in January 2016. We recommend that this Section be updated to reflect this, prior to consideration by Cabinet on the 10 March. The output from the LSCB and VC&FB presentations should be stated clearly within the Strategy, including governance arrangements across all agencies.

It is recommended that links to other key Plans and Strategies be included as part of the Strategy implementation.

There are also no details of which body will be holding the LSCB to account to ensure that the Strategy and Action Plan is being properly implemented, monitored and reviewed. As the major inquiries and serious case reviews revealed, the effectiveness of the LSCB is a critical element of managing CSE in an area. Therefore, it is recommended that these arrangements be explicitly stated in the Strategy document being considered by Cabinet on the 10 March.

Action Plan to implement the CSE Strategy

This Committee recommends that this be updated, as some of the actions specified in the Plan should have been achieved and implemented by the date of this response and by the time it is considered by Cabinet in March. Where this is the case, this should be reflected in updates to the Strategy document and Plan.

Performance targets and measures should also be included in the Action Plan to ensure that a thorough and proper review of the Action Plan can be achieved in October 2016.

Children & Young People Scrutiny Committee

16 February 2016

**SWYDDFA'R DIRPRWY ARWEINYDD
DEPUTY LEADER'S OFFICE**

Fy Nghyf / My Ref: CM33619

Eich Nghyf / Your Ref:

Dyddiad / Date: 1st March 2016

Councillor Richard Cook
Cardiff Council
County Hall
Cardiff
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Annwyl / Dear Richard

CYP Scrutiny - Child Sexual Exploitation Prevention Strategy

Thank you for your letter of 16th February following the Task and Finish Group's consideration of the above, as endorsed by committee. Thank you also for Appendix A to your letter and the annotated version of sections of the draft strategy which officers will consider and take into account in due course, when revising the strategy.

Much as some of the committee's comments are clearly intended to strengthen the strategy, I am prompted to re-emphasise the nature of the current draft as a working document that enables us to establish a current position. As you will be aware I have made statements to Council on several occasions setting out my commitment to the establishment of a strategy and on ensuring that those at risk of CSE are protected.

However, as the covering report clearly explains, agencies in Wales are facing a very fluid national policy context which is also complicated by the lack of a clear multi-agency picture in any given region concerning prevalence, location, impact or response coordination. Whilst this does not mean that the picture is static or that agencies are failing to work together to address these inherent challenges, it does mean that our strategies need to strike a balance between providing an effective initial platform on the one hand but allowing a degree of revision and amendment as our understanding and attack strengthens. The dilemma we have faced is whether to wait until we 'have all the facts' and have complete coherence, or resolve a position from which we can strengthen our understanding and build and design effective responses. It remains my view that this latter approach is more appropriate to the issues we appear to be facing in Cardiff.

I am puzzled by the suggestion that members believe that "additional data and information that should be available at this juncture" should be added to the

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strategy. Clearly if the data existed there would be no reason not to include it and we would have done so. As the report clearly advises (para 7), the lack of coherent data is precisely the fundamental issue that the Welsh Government is also seeking to address by virtue of its "CSE Data Collection Pilot" with which we are engaged. Given that this exercise is not due to be completed it is difficult to see how the outputs could be incorporated at this point. Now that the report is to be considered by cabinet at a later date than intended at the time of drafting officers will of course take any opportunity to update it appropriately.

Similar considerations apply to the question of performance measures, targets and costs although it would be interesting to know what committee understands or suggests in this regard.

I am not entirely clear what is meant by 'explicit references to governance and lines of accountability' and perhaps colleagues could clarify what it is they believe is needed here? I am aware that we have previously discussed the accountability of the LSCB in committee and that you have been advised that as a statutory body the LSCB is not accountable to any specific authority in itself. Each of its constituent member agencies is in turn accountable to its respective agency or authority and to relevant regulators. In this sense the Director of Social Services has accountability for the Council's safeguarding arrangements, including Cardiff's contribution to the LSCB and he reports to Cabinet and scrutiny on this basis accordingly; CSSIW meanwhile also subjects those arrangements to regulatory scrutiny. It is important to understand however, that in addition, the Council, like other bodies, also owes accountability for the effectiveness of its safeguarding practice, to the LSCB. This does not mean that the LSCB is not open to challenge by others or that the Board is unwilling to advise Cardiff's scrutiny members.

Finally in relation to your comments about links to other plans and strategies I acknowledge that more explicit reference to the Corporate Plan would be helpful but would also wish to reiterate the report's advice about the emergent nature of national, regional and commissioner driven plans and strategies. So again this is a fluid context which the strategy endeavours to take into account.

I hope that this goes some way to clarifying the approach being taken by partners in Cardiff, in concert with the LSCB, to make sure that we have a coherent starting point from which to strengthen prevention and intervention in relation to CSE in Cardiff.

Yn gywir / Yours sincerely



Councillor / Cynghorydd Sue Lent
Deputy Leader / Dirprwy Arweinydd
Cabinet Member for Early Years, Children & Families
Aelod Cabinet Dros Y Blynyddoedd Cynnar, Plant a Theuluoedd



My Ref / Fy Ref: 12 January 2016

Your Ref / Eich Ref :

Date / Dyddiad: CM32708

Cllr Richard Cook
Chair
Children & Young People Scrutiny Committee
County Hall
Atlantic Wharf
Cardiff
CF10 4UW

Dear / Annwyl Cllr Cook

Re:- Schools Causing Concern – Committee members Investigation

Thank you for your letter giving provisional findings from the Schools Causing Concern –Committee Members' Investigation. In responding to these provisional findings I would like to also outline a broader account of the ways that the Authority is challenging and supporting all schools to improve, including in particular those causing concern.

As you are aware Estyn are carrying out their next monitoring visit of the local authority during the week beginning 25th January, 2016.

In preparation for the visit the local authority has prepared a self-evaluation report which looks specifically at the progress made in challenging and supporting schools and reducing variation between schools.

Schools have improved as a result of strengthened challenge and support. The quality of the work of challenge advisers whether from the Consortium or Challenge Cymru has improved. There are clearly understood processes in place for reviewing the impact of improvement plans and for holding school leaders and governors to account. Where it is warranted, the local authority has used powers of intervention appropriately. Most recent data (December 2015) shows that in the primary sector, within the context of increasing pupil numbers and increased diversity, 70.5% percent of schools are in standards groups 1 and 2 (up from 48.4% in 2014) and 55.6% of secondary schools are in standards groups 1 and 2 (up from 44.4% in 2014).

The local authority has refined the "Schools Causing Concern" process in order to identify underperformance early in a systematic way. Where schools give rise to concern there is a more systematic approach to holding headteachers and chairs of governors to account for the progress of their school. A programme of half termly (red) or termly (amber) meetings to evaluate progress against the

priorities is implemented. In many cases, there is evidence of greater pace in the improvement.

There is good joint working between the local authority, the Central South Consortium and Challenge Cymru. Through progress reviews, Accelerated Improvement Board (AIB) meetings and the strengthened schools causing concern process there are effective structures in place to consider appropriate escalation of action for schools that are not making progress where necessary including the use of statutory powers.

Where progress is insufficient in scale or pace the local authority formally communicates its concerns to the chair of governors and takes swifter action, when necessary, in respect of statutory powers. In the 2014-2015 academic year the local authority issued five warning notices in accordance with the School Standards and Organisation (Wales) Act 2013 and eight schools received letters of concern which clearly outlined expectations for improvement within clear timescales. In five schools, four secondary and one primary, the local authority used powers of intervention under the Act.

These strengthened arrangements to identify and intervene in underperforming schools are impacting on leadership capacity, standards of attainment and the quality of provision in schools. The outcomes improved in ten out of the fifteen schools that received a warning notice, letter of concern or where formal intervention actions were taken.

There has been appropriate use of interventions to impact on tackling long standing weaknesses in secondary schools. The local authority has used a wider range of approaches to securing improvement in underperforming schools, including appointing experienced leaders with a proven track record from beyond Cardiff, the appointment of new governors, in particular from the world of business, increasing short term resources and structural change linked to our school organisation strategy. Robust working relationships between the local authority, the Consortium and Challenge Cymru are ensuring that schools receive an appropriate degree of challenge. Brokered school to school working is increasing the range of effective support available to meet schools' needs, in particular enabling improving schools to gain first hand access to good practice which they can replicate or adapt in their own context.

Strengthen and broaden the role of challenge advisers

The introduction of the national categorisation has supported improvements in the accuracy of challenge advisers' judgements on schools' performance and on their capacity to improve. This has led to earlier intervention in schools causing concern.

Performance management and quality assurance of challenge advisers' work is now more systematic. Challenge advisers' written reports are quality assured by senior challenge advisers and challenge advisers are accompanied on identified visits to schools to provide a first-hand view of the quality of their work. As a result of these changes there is now stronger oversight of challenge advisers' work and improvements in their practice. This has resulted in a closer alignment

between the judgements of Consortium Challenge Advisers and Estyn inspections.

In schools where challenge advisers have concerns that insufficient or incomplete first hand evidence is collected in a systematic way across the year, the Consortium carries out a whole school review on behalf of the local authority. The findings from such reviews are used to inform the categorisation process and the level and detail of support that is required. This has ensured that the correct school improvement priorities have been identified and, in most cases, has led to an increase in the rate of progress made by the schools.

In the six Challenge Cymru secondary schools there are close and robust working relationships between the Challenge Cymru adviser, the local authority and the school. The local authority Head of Achievement and Inclusion ensures, through the AIB meetings at each of these schools, that there are clear and agreed priorities for each school and that the action in support of the school from Challenge Cymru, the Consortium and the local authority is effectively aligned. Where necessary the Director convenes meetings with a wider range of contributors and with Welsh Government Officials in addition to the AIB cycle.

Developing School to School Support

Support for schools has been strengthened through a more formal brokering of school to school support by challenge advisers and Challenge Cymru advisers.

Structures for school to school working have been strengthened and the transfer of good practice is having a positive impact. A number of Cardiff schools are functioning as 'hubs' with a formal role in fostering the dissemination of good practice through providing training and networking opportunities, for example Cardiff High, Fitzalan High and Llanishen Fach Primary. In addition a number of strong schools are now formally commissioned as improvement partners to work with schools in need of rapid improvement such as Cardiff High at Eastern High, The Bishop of Llandaff High at Cantonian High, Stanwell at the Michaelston and Glyn Derw Federation and Herbert Thompson Primary at Trelai Primary.

In previously lower attaining primary schools in challenging contexts a robust focus on improving the quality of teaching and learning has accelerated the progress made by learners, particularly in the Foundation Phase and lower Key Stage 2. The transference of best practice through school to school support is raising expectations of both pupil progress and end of key stage attainment.

School to school working through school improvement groups has become well embedded. This is enabling the strongest practice to be shared. There are more green schools, an increase in the number of schools in the highest benchmarking quarter (top 25%) and a reduction in the number of schools in the lowest benchmarking quarter.

The local authority has recognised the need to build the capacity of leaders working across the system and to develop succession planning and sustainability. Cardiff has worked in partnership with the Consortium to ensure that the leadership needs in Cardiff are addressed in the suite of leadership

development programmes, in particular the consultant leader programme, the executive headteacher programme and the aspiring to headship programme and leadership in a diverse context to increase the proportion of minority ethnic leaders in Cardiff schools. Cardiff has supported and promoted the development of the role of consultant governors across the region. Twelve consultant governors have been appointed from across the five authorities (four from Cardiff). The consultant governors work with challenge advisers to provide support to other governors and governing bodies where weak governance has been identified.

The Longer Term Strategy for Improvement

The Estyn commentary on Recommendation 4, in October 2015, noted a 'shift in culture' and a more 'strategic approach to building a culture of partnership working', with 'better engagement between the local authority and its schools'. It said that there is a strong emphasis and shared commitment to developing the capacity of schools in Cardiff to lead and support their own improvement'.

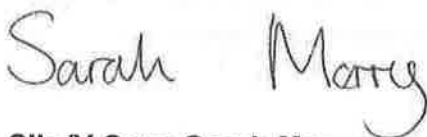
The strategy to develop a 'self-improving school system' promoted by the local authority and the Consortium is now well understood and is being resourced through a shift in funding for improvement activity from the Consortium to schools. Leadership roles spanning more than one school are being clarified and formalised. Accountabilities for the impact of such school to school working are being strengthened.

In order to build on the improvement actions taken in Cardiff over the past two and a half years the authority is developing, in conjunction with headteachers and governors an improvement strategy to 2020, 'Cardiff 2020 - Aiming for Excellence'. The strategy complements the business plan of the consortium and outlines the actions specific to Cardiff which will be taken to continue the improvements already made.

Estyn will report their assessment of the arrangements for supporting and challenging schools, and for addressing schools causing concern following their visit later this month.

I hope that their report, together with the assessments set out above, will be of assistance in helping the Committee to conclude its investigation. I look forward to receiving your final conclusions.

Yours sincerely
Yn gwyir



**Cllr /Y Cyng Sarah Merry
Cabinet Member for Education/
Yr Aelod Cabinet Dros Addysg
Member for Cathays /
Aelod Dros Cathays**

Children and Young People Scrutiny Committee Correspondence Report summary 2015 - 16

Committee date	Recipient	Subject	Response Required	Response date	Response received	Future Action
15 September 2015	Cllr Lent	Child Health and Disability progress report	Recommended that you consult and implement the new Child Health and Disability eligibility criteria as soon as possible;	25 November 2015	The continued work on the development plan incorporates the recommendations	To continue to monitor
		Families First Review	Recommends that regular consultation meetings are undertaken with children and their carers who use the Child Health and Disability service;		Conversations with the Welsh Government are on going	
			That you and officers lobby the Welsh Government to ensure that the Families First funding and packages continue to be provided post 2017;			
			That future corporate performance quarterly reports include the		These will be incorporated in future reports	

		Quarter one Performance	<p>relevant performance indicators published by the Wales Data Unit and publicised by the Welsh Government; and</p> <p>Provide details of the use of the contingency budget for Children's Services.</p>		Reflects the potential for additional costs in supporting Looked after children in external residential and fostering placements	
13 October	Cllr Hinchey	Budget Monitoring	<p>More robust assessment of achievability needs to be undertaken to ensure decisions are made on the correct information</p> <p>Corporate contingency should only be allocated and approved at the end of the Year, should it be needed</p>	5 November 2015	<p>Due diligence is currently being undertaken to proposals for the 2016/17 budget and will be progressed as rigorously as possible. However some degree of risk will be inevitable</p> <p>At month 4 the projected overspend was for an overspend therefore the contingency was drawn down</p>	Panel to continue monitoring the budgets
13 October	Cllr Lent	Budget Monitoring	<p>Payment by Results - Information on the barriers to achieving this saving and further details on the ongoing review of all out of county placements to</p>	2 December 2015	Full response provided and copied to the Budget panel.	Panel to continue to monitor the budget savings

			<p>help identify other savings</p> <p>Business support review – As this saving will now not be achieved, details of alternative actions to achieve the saving</p> <p>Commissioned residential services – An explanation of why this saving could not be achieved and the alternative actions being undertaken to fully achieve this saving</p>			
13 October	Cllr Merry	Budget Monitoring	<p>Deteriorating position in respect of school balance – detail of actions being taken to address the deficits</p> <p>Funding for the Central South Consortium – contribution to savings</p> <p>Staff realignment and restructure – detail of how the savings will now be achieved</p>	5 November 2015	<p>Officers are working closely with every school within the agreed protocol. Officers have intervened in four schools and withdrawn delegation from the Governing bodies. Discussions are being help with the Consortium to contribute to the savings</p> <p>Savings will be achieved through restructure before the end of the year.</p>	Panel to continue to monitor the budget savings

Committee date	Recipient	Subject	Response Required	Response date	Response received	Future Action
13 October 2015	National Adoption Service	Operational update	Continued scrutiny of the National and regional annual report Performance of the V.V.C region The production of a Regional Annual report	13 November 2015	National Service - Will present future annual reports to the Committee Regional Services – No region is yet performing consistently improving performance is a high priority for the region Following an annual review of the Collaborative an Annual Report will be presented to the Committee	Continue to review the service's annual report
10 November	Hannah Woodhouse-Consortium Managing Director	Central South Consortium - Correspondence	Members agreed to hold termly meetings with scrutiny chairs. But considered it unwise to reduce its level of scrutiny until the Council is removed from Estyn monitoring.		No response required	Meeting to be held in January
10 November	Cllr Merry	School Performance Monitoring – School Inspection and literacy and Numeracy report	Provision of additional information for Members		No response required	To continue to monitor

Committee date	Recipient	Subject	Response Required	Response date	Response received	Future Action
8 December	Cllr Lent	Children's service quarter two performance	Concern about the low performance in completing Personal Education Plans. Delay in the development of the Child Sexual exploitation strategy.		Action plan to be available in April 2016	To continue to monitor
8 December	Estyn	Inspection letter	Letter acknowledging the Inspections presentation of the letter to Committee		No response requested	
17 December	Cllr Lent & Cllr Elsmore	Joint Committee - CSSIW	Letter highlighting issues identified through the CSSIW	15 February	Details of the recruitment of Personal Advisors Actions to be included in the Departmental business plans Provision of additional information	To continue to Monitor
17 December	CSSIW inspector	Joint Committee	Letter highlighting a number of concerns on the CSSIW letter	14 January 2016	CSSIW response – providing detail information on a number of issues that were raised in the letter	Continue to monitor

Committee date	Recipient	Subject	Response Required	Response date	Response received	Future Action
12 January	Carl Davies – Home Office Prevent Coordinator	Prevent Strategy	Revision to the strategy, additional information and Training for Members	12 February 2016	Information provided, draft strategy revisited to reflect committee's comment and discussions in place to arrange member Training.	Monitor if required
12 January 2016	Cllr Merry	Cardiff's Schools Annual Report	Information to be included in report to cabinet Copy of individual school performance to be made available An immersion initiative be developed for pupils unable to speak English .	15 February 2016	Information will be provided to Cabinet School Performance to be made available Feasibility is being investigated	Will continue to monitor. Awaiting school performance information
12 January 2016	Cllr Bradbury	New Model for Childrens Play	A further briefing on the plans Copies of Business plans That the views of Play Centre representative should be taken into account	22 February	Will provide further briefings on proposals Will provided copies of the Business plans Continue to be conscious of the views of the Community.	Awaiting business plans Further report to be presented to Committee

Committee date	Recipient	Subject	Response Required	Response date	Response received	Future Action
12 January 2016	Hannah Woodhouse	Draft self assessment and business plan 2016.17	Concern that the Business plan lacked focus in some actions. The plans needs to include explicit actions with targets, milestones and outcome measures Role of the Challenge advisors in reducing Neets	1 March 2016	The plan is being further developed to include clear measureable activities and impact, and further more detailed actions for each area of focus will be produced. The Challenge advisors will challenge and support school to reduce the number of Neets	Continue to monitor
12 January 2016	Cllr Lent	Social Services and Well Being Act (Wales) 2014	Concern that the Governance did not reference scrutiny Addition resources will be required to implement the Act		Awaiting a response	Regular progress reports being presented to Committee
16 February 2016	Cllr Hinchey	Draft Corporate Plan and Budget proposals	Express caution on the weight being given to the consultation responses. Suggests wider consultation with community groups Red, Red/Amber savings Action Plans will be reviewed by next	24 February 2016	A review of the consultation is being undertaken which will inform the 2017/18 consultation There are robust plans with milestones, and these will be available	Budget Monitoring panel to continue to review the budget savings and action plans

			<p>years budget monitoring panel.</p> <p>Concerns about three specific savings proposals</p> <p>That the play service must continue in situ until alternatives are found.</p>		<p>for the panel meetings.</p> <p>Once the partnership plans are in place copies will be available for the Committee</p> <p>This comment has been noted</p>	
16 February 2016	Cllr Lent	Draft Child Sexual Exploitation Prevention Strategy	The Committee provided feedback on the draft strategy, highlighting a number of additions, updates and amendments to the strategy together with the inclusion of additional data and information	1 March 2016	Response clarifies the approach being undertaken by the LSCB to make sure they have a coherent starting point to strengthen prevention and intervention	Referred back to Task Group

Inquiry Letters

Outcome Letter date	Recipient	Subject of Investigation	Key Findings and Recommendations	Response date	Response received	Future Action
16 July	Cllr Magill	School Governors	Effectiveness of the Governing Body Support for Governing Bodies Training of Governors		Awaiting response	
11 November	Cllr Merry	Schools causing concern	Task group report	12 January 2016	Responded to points raise in the Committee's letter	Committee has continued to visit schools causing concern

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