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## AGENDA

**Committee** CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

**Date and Time of Meeting** TUESDAY, 11 MAY 2021, 5.00 PM

**Venue** REMOTE MEETING VIA MS TEAMS

**Membership** Councillor Lee Bridgeman (Chair)  
Councillors Cunnah, Hopkins, Joyce, Melbourne, Molik, Phillips,  
Mia Rees and Singh

Patricia Arlotte (Roman Catholic representative), Carol Cobert (Church in Wales Representative), Karen Dell'Armi (Parent Governor Representative) and Matthew Richards (Parent Governor Representative)

Mia John (Cardiff Youth Council Representative)

*Time approx.*

### 1 Apologies for Absence

To receive apologies for absence.

### 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 3 - 14)

To approve as a correct record the minutes of the meetings on 23 February 2021 (budget) and 15 March (to follow)

### 4 Youth Justice Service Update (Pages 15 - 28)

5.05 pm

### Break (17.50 - 18.00)

- 5      **Recovery and Renewal: Delivering a Child Friendly Recovery**      6.00 pm  
*(Papers to Follow)*
- To allow Members to scrutinise the recovery and renewal arrangements before being considered by Cabinet.
- 6      **Committee Business** *(Pages 29 - 40)*      6.45 pm
- 7      **Urgent Items (if any)**
- 8      **Way Forward**      6.50 pm
- 9      **Date of next meeting**
- The next meeting of the Children and Young People Scrutiny Committee is on Tuesday 8 June 2021 at 4.30 pm.

**Davina Fiore**  
**Director Governance & Legal Services**  
Date: Wednesday, 5 May 2021  
Contact: Mandy Farnham,  
02920 872618, Mandy.Farnham@cardiff.gov.uk

***This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg***

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

23 FEBRUARY 2021

Present: Councillor Bridgeman (Chairperson),  
Councillors Cunnah, Hopkins, Melbourne, Molik, Mia Rees and Singh

Co-opted Members: Patricia Arlotte (Roman Catholic  
Representative), Carol Cobert (Church in Wales Representative) and  
Karen Dell'Armi (Parent Governor Representative)

Mia John (Youth Council Representative)

11 : APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mike Phillips, Heather Joyce and Matthew Richards (Parent Governor Representative).

12 : DECLARATIONS OF INTEREST

No declarations of interest were received in accordance with the Members Code of Conduct.

13 : MINUTES

The minutes of the meeting on 19 January were approved as a correct record.

14 : DRAFT CORPORATE PLAN 2021-2024 & DRAFT BUDGETARY  
PROPOSALS 2021-2022

Members were provided with an opportunity to consider those items contained in the draft Corporate Plan and draft Budgetary Proposals which fall within the responsibility of this Committee.

It was noted that the proposals will be considered by Cabinet on Thursday 25 February, prior to being considered by Council on 4 March 2021.

**Corporate Overview**

The Chair welcomed Councillor Chris Weaver (Cabinet Member for Finance, Modernisation and Performance); Chris Lee (Corporate Director Resources); Ian Allwood (Head of Finance); and Rob Green (Operational Manager – Schools and Budgetary Control) to the meeting.

Councillor Weaver provided in a statement in which he referred to the provisional settlement received just before Christmas which means a shorter budget process. As the settlement was better than anticipated the level of savings is lightly lower, as is the Council Tax.

Ian Allwood, Head of Finance provided Members with a presentation during which he outlined:

- Strategic Context
- Covid-19 – Looking forward
- Local Government Settlement
- Draft Revenue Budget (savings, employee imps, fees & charges)
- Consultation and Engagement
- Financial Resilience Mechanism
- Reserves
- HRA – Medium Term Financial Plan
- Capital Programme Development
- Capital Strategy 2021/22
- Detailed Capital Investment Programme and Funding

The Chairperson thanked the Head of Finance for his presentation. Members were asked to comment or raise questions on the information received. Those discussions are summarised as follows.

- Members queried the efficiency savings for Education, assuming from that it relates to the achievement and inclusion central budget and whether officers confident that it will not have any adverse delivery within the Central Service. Members were advised that £2.5m of the £10.244m savings is on schools delegated spend, it is a 1% efficiency on the schools budget not on education. Previously 100% of the demographic growth was given to schools and then the non-demographic growth was capped which would include any pay settlement at 70%. It gives greater certainty when using the 1% efficiency and it has now been part of the budget setting mechanism for some 6 or 7 years now.
- Whilst Members noted the move towards the efficiency saving they queried whether there is now more monies and resources for schools, particularly bearing in mind the difficulties faced as a result of the pandemic. The Cabinet Member advised that it is true that this year, this budget and the financial position to be faced over the year ahead has more unknowns than any budget in recent years. Welsh Government have provided significant funding over this year to cover both the costs and lost income of Covid. Whilst there are some indications that some funding will be available in the next financial year, the full extent is unknown as the amount of any further costs ongoing. WG have already put in extra funding for school holiday activity and catch up sessions and the Council have provided an additional sum of £0.5m on top of that. School balances are also difficult, they are a snap shot of the position. Funding is not disappearing and not under threat. Education have done a good job in taking into account the anticipated costs that will have to be faced and the funding for schools needs to be looked at in conjunction with the funding for the Cardiff Commitment, Child Friendly City initiatives Youth Services and the summer catch up will be crucial this year.
- Members noted that some children and young people will face ongoing challenges beyond this year and that services both in school and out of

school that support education and well-being over a period of years are to be maintained. Interventions this year and the next few years are extremely important.

- Members asked whether the Schools budget has been exempted from any efficiency savings and with reference to the £8.8m of schools growth asked whether that represents a stand still budget for schools or whether there is any real terms growth within that figure. Members were advised that in terms of growth, it is not a stand still. It is £8.8m growth but it is net of the £2.5m efficiency which includes pay awards and pupil growth. It will be led by pupil numbers but there will be elements of need as well.
- Members noted that the Corporate Plan makes reference to the impact of pandemic on children's mental health and the disproportionate effect on disadvantaged groups. Will there be additional support for schools facing additional costs as a consequence or will they be expected fund from existing budgets. The Head of Finance indicated that there is likely to be additional support from Welsh Government. Additional support has already been received to cover school meals and school transport. The majority of schools have also claimed additional costs from Welsh Government. Those costs will be monitored and representations will be made to Welsh Government.
- Members discussed the Capital Budget, the investment in school buildings, the 21<sup>st</sup> Century Schools Programme and the Band B funding and queried whether that the budget is adequate to still fit to deliver the Band B priorities. The Cabinet Member advised that, in addition to the Band B Funding, further funding has been identified for investment in the rest of the school estate. The Band B scheme is critical. It is not just about the building of a new school, it is how it helps the education service, help young people get the most out of it. There must be a programme of generating capital receipts across the council which is monitored and driven forward of the next years.

Members noted that it is a critical and major part of the investment, it is alongside council house building scheme, and that it will remain a massive priority for the Council.

- Members commended the work undertaken with the realignments and noted the uplift of over 9% in Children's Services. Members noted that that amount took in account some of the costs incurred during the course of this year and know will be needed to support children coming out of the pandemic.

### **Children's Services**

The Chair welcomed Councillor Graham Hinchey (Cabinet Member for Children and Families); Sarah McGill (Corporate Director People & Communities); and Deborah Driffield (Director Children's Services) to the meeting.

Councillor Hinchey provided a statement in which he commended the commitment of the social care workforce and the increasing demands on the service since the first lockdown in March which has led to an increase in the number of contacts progressing to assessment, an increase in cases remaining open and requiring services, an increase in the number of children on the Child Protection Register, children looked after and children requiring care and support.

The Director of Children's Services provided Members with a presentation in which she outlined the escalating demand for Children's Services; the alignment of the service with the Corporate Plan; and the Budget Build Up, Budget Pay Inflation, Budget Growth, Budget Savings and Capital Programme 21/22 – 25/26.

The Chairperson thanked the Director of Children's Services for her presentation. Members were asked to comment or raise questions on the information received. Those discussions are summarised as follows.

- Members asked, when looking at young people and their re-offending are there any KPI's going back over a longer period of time to consider the trends. The Director advised that the information would be available and that the information can be included into the report card which is being worked on.
- Members sought information as to the length of a time a young person would remain at the assessment centre, and what happens thereafter. Members were advised that the statement of purpose has been registered. Work is now being undertaken on the pathway into assessment and out again. The young person would stay at the assessment centre for a maximum 10 weeks, although they do not have to stay that long providing there is wrap around care in place. Also trying to temporarily register some of the support workers as foster carers so they could have overnight support with those young people.
- Members queried the accommodation sufficiency and what are the number of children's home that have been built and the number of placements that that would equate to. The Cabinet Member referred to previous discussions concerning the expansion of placements. The issue is about building the right type of placement and them having the right support. It is important that consideration is given to homes for children being spread across Cardiff. All Members need to embrace those young people into our community and help them to be part of the community. There are a number of examples across Cardiff; Ely, Heath and Cathays. The number of homes and the number of placements can be provided.

Members were advised that the numbers were increasing but it is about the right type of accommodation and working with partners to step people out of being looked after into the real world and being supported properly.

The Director provided some further information in relation to the current position regarding homes/placements; the assessment unit will be providing 4 beds for young people up to a maximum of 10 weeks; Oakway which has been registered as an emergency step up / step down pop up when

required; Crosslands which is a 6 bed which is currently subject to a feasibility study review so hopefully become two smaller units; and currently we looking for 2 more new builds to take on. We are also looking to take on more pop up / pop down so that we will have furnished accommodation we can use when we need it and a pool of staff we can draw on.

- Members referred to the 9% increase in Children's Services budget this year which equated to £6.7m, and the ever increasing demand on Children's Services and queried whether the budget will be sufficient to meet that increasing demand particularly in the context of the pandemic. Members were advised the increase in budget build will allow for more creative working to manage step down families into available support. There has to be time to carry out robust assessments, and make sure the children can be linked in where they can be.
- Members noted that whilst the authority does not appear to be able to attract the number of Social Workers required, there has been a large number of applications for the Social Worker assistant posts that had been advertised – 45 have been shortlisted and interviewed.
- Members asked about the reference to efficiency savings of just over £400,000 which related to funding additional places young person's gateway and the consequential reduction in the need for residential placements; and whether the need for financial mitigations has been anticipated should that target not be met. The Director advised that the biggest risk is the cultural change for Social Workers for them to feel confident to step those children down and that those children will be safe and secure and it is the right thing to do. The efficiency savings are all wrapped around the same thing; core planning; moving young people on; and making sure you are assessing and managing risk properly. Unless social work practise is right and is robust the reunification framework will not work.
- Once children step down, the majority are linking back in with their families, and it is therefore about supporting them on that journey and ensuring the Personal Advisors and support workers are signed up and understand that provision.
- Brief mention was made to the Youth Justice Strategy in the Corporate Plan and relative strategy, Members sought clarification as to whether there were any additional costs in implementing the strategy. There were additional costs associated with the restructure, for example an additional Operational Manager who has responsibility for Youth Justice. Consolidation is taking place in relation to the next tier of managers but that has already been built in. There will also be a review of the some of the contracts, for example the substance misuse contract.
- The Corporate Director advised that there have been exceptional demands on the service this year; one of the key pieces of work to be taking forward is understanding the financial implications of the implementation of the strategy and it being monitored to assess what that means in terms of the overall budget.

Members queried whether the services provided in house, which appear to be greater than the commissioned services, impacted on our ability to outreach into the community and gain community confidence in what we do. The Director advised that not all services are provided in house; all contracts – a large number of which are with external providers are just about to be reviewed. A resource hub is to be developed within children's services which will provide a better platform for Social Workers to access information. It is accepted that currently we are not making best use of what is already available in the community.

- Members raised concerns about substance abuse in young people in Cardiff becoming normalised and whether early intervention is working, what is the impact on the ground. Members were advised that the figures in Youth Justice were decreasing but it is accepted that there must be a clear prevention strategy, however it is not just substance misuse but all of their childhood experiences that impact on whether children become accommodated. There is a whole prevention strand within the Youth Justice Service; there is a Team Leader that covers that area around prevention. The Director would like to see all partners joining together; children's services; health and the police and referred to the work on a programme being undertaken with regional partners in relation to mental health called Starting Well.
- Members asked whether the setting of the target for care leavers being in education at 65% not ambitious enough. They were advised that the target was set as it was thought to be achievable but the Director hoped that the refreshed Corporate Parenting Strategy and the Action plan will address this. A lot of the young people are nowhere near work ready and there has to be more creative thought as to what interests them and build on that and improve their aspirations.
- The Cabinet Member advised that there had been a briefing recently informing Members of the work being done with Early Help and what can be done to continue to build services.

### **Education and Lifelong Learning**

The Chair welcomed Sarah Merry (Deputy Leader and Cabinet Member for Education, Employment and Skills); Melanie Godfrey (Director of Education and Lifelong Learning); Neil Hardee (Head of Services to Schools); Suzanne Scarlett (Operational Manager, Partnerships and Performance); Richard Portas (Programme Director of SOP); and Phil Norton (Youth Service) to the meeting.

Councillor Merry provided a statement in which she thanked teaching, school and education staff for their efforts over the last year. It has been a very difficult time for all. Schools have of course been open even though not all pupils have been attending. In terms of the Corporate Plan the impact of Covid-19 has been recognised together with Child Friendly recovery - including playgrounds, innovation labs, the children's university and the Summer Holiday Enrichment Programme



(SHEP). It is also important to consider the Cardiff 2030 vision and Post-16 provision.

The Director of Education and Lifelong Learning provided Members with a presentation outlining the alignment of the service with the Corporate Plan; the Budget Build Up; Budget Pay Inflation; Budget Growth, Budget Savings and Capital Programme 21/22 – 25/26.

The Chairperson thanked the Director of Education and Lifelong Learning for her presentation. Members were asked to comment or raise questions on the information received. Those discussions are summarised as follows.

- Members noted the disproportionate impact on learners the pandemic has highlighted; a third of children may not have access to a mobile device. Members queried whether the 70% target was as ambitious as it could be and whether the service will be working with schools going forward to maintain and further enhance the provision of digital services. Members were advised that 20,000 devices had been provided during the pandemic. Prior to the onset of the pandemic there were high aspirations to improve digital information in schools which had been assisted by a grant from Welsh Government; initially it involved ensuring the infrastructure was in place, thereafter provision of the devices and training. The pandemic shifted the focus of the funding and a review took place to do identify children were digitally deprived; those who either did not have access to a device or adequate Wi-Fi. MiFi devices have also been provided to children who were unable to access Wi-Fi in their homes.

A recent audit undertaken with schools concluded that 10,300 devices were provided to those children without devices, although we are aware that some are not using the devices provided and some families who do not have access to a device have not requested one. The figures are therefore fluid. All teachers were also provided with a new laptop in the summer also.

An ICT strategy has been worked up with Schools Stakeholders; our aspiration is that every children above foundation phase will have a device. For foundation phase, one device for every two children. The aim is to get all schools using the home platform. In the last month Welsh Government have purchased 50,000 devices for all Welsh local authorities; Cardiff will receive 6,392 of those devices.

The ask of schools going forward is about 2.5% of the schools delegated budget, which is the equivalent to schools collectively spending £25,000 for every £1m spend on the schools delegated budget to ensure that the infrastructure is adequate; reaching the device ratio aspirations; ensuring the sustainability of the Mi-Fi devices for those who do not have access to adequate Wi-Fi in the house; and improving audio visual infrastructure in schools.

- Members queried, as seen from the Budget Strategy and Corporate Plan, the reference to the Cardiff Commitment and the element relating to youth justice, how is the funding to be used. Members were advised that Youth

Services have come up with a string of ways that it could be spent, the Cabinet Member would like to see an improvement in how the Youth Services operate over the next year and to see a widening of the more fluid engagement with young people in terms of some of the longer term issues arising from the last year.

Members noted that at present the funding is in the FRM rather than in the base budget but that there is money in the budget for 1:1 mentoring which is also important.

- Officers advised that the young people have been benefiting from the open access provision, in particular the virtual youth clubs. There has been a digital senior youth worker in place over the last 12 months; there has been enormous benefits from that; a Q&A session was organised with Mark Drakeford; and a number of well-being challenges on line. There has also been a link up with the Prevent Strategy.

Pop up youth clubs is another consideration, literally driving to different parts of city on different nights. This will allow the temporary expansion of part time youth workers contracts. It will help respond to different issues in different parts of the city which reassures the city that there are people working with young people and also getting the feedback from youth people in terms of what could be available longer term. There could also be expansion of the youth innovation grant reach. A lot of these things could be done by expanding temporary contracts.

- Members enquired, with reference to the schools efficiency target, as to whether the £2.54 m in the budget equates to 1% of the schools delegated budget and whether or not that is a realistic target with the pressures that the Covid recovery will bring. Members were advised that the 1% has been there for a number of years. It is realistic and it will be interesting to look at the size of school balances at the end of this financial year. One of the impacts of the schools being closed is that they have been able to make some quite significant efficiencies in some areas and schools will end the year with quite substantial buffers.
- Members asked that when looking at summer holiday provision that the language and narrative is considered carefully to ensure that a generation is not stigmatised by making them think they are worth less. The Cabinet Member advised that she believed that the language used is extremely important - children will not be sat down at a desk looking at school with a black board, it will not happen. It is vital to ensure that our children and young people are not left with the message that they have no chance of ever reaching their potential because of Covid. It is important that they hear that. There needs to be a variety of provision to suit different children and working with partners we can widen the breath of the support.

Members sought clarification as to whether or not the SHEP programme was compulsory, whether it is available to everyone and how is it shaping up? With reference to secondary school provision there was some work done during the year before last; it is more important with the secondary school provision to make it a more youth service based approach. Further,

it if it all took place at school it may inhibit the number of young people who would engage with the programme.

- Members asked for further information in relation to the child friendly recovery and referencing to mental health and wellbeing; what will provision going to look like; will it be 5 day a week access to someone in the school or will it be external. Members also asked about the current waiting list for CAHMS. Members were advised that a report has been prepared for Cabinet which sets out some of the immediate issues and how they are to be addressed. A survey of Head Teachers has been conducted to establish what support they are seeking; it requires a joint response across Council departments, Education, Early Help, School based Counselling and colleagues in mental health. A meeting has been arranged to look at providing the optimum levels of support into schools. It is also important that young people are consulted with and that their voices are heard.

In relation to CAHMS, there has been a 30% increase in demand for primary service and increased waiting times as expected at present. In October, the service was hitting 28 days to assessment target but now closer to 56 days. Waiting times for specialist services are now up to about 24 weeks unfortunately. It was noted that those figures do not include those young people do not meet the threshold for CAHMS involvement. It is not known whether a private diagnosis would be acceptable.

- Members noted the reference to the building of relationships with community focused schools in the Corporate Plan and were advised that head teachers have reported that the relationship with the Community has improved during the pandemic. They have had to depend on parents being primary educators; that relationship has improved in most circumstances. Emphasis is on driving forward a community focussed school approach as schools begin to re-open. A plan does need to be developed, but in reality it is already being done and it needs to be built on.
- Members expressed concern that schools may be penalised for their current budget surplus and noted that there will be discussions about this at the up and coming Budget Forum meeting. Schools do have lists of projects, there will be efforts not to penalise schools. Previously we have met with schools to discuss the projects to ensure that those projects are sensible and will be spent within a reasonable time. There will be some schools where some of the surplus balance will be retained, obviously for that school. That is more when the balance has been increased over a number of years.
- Members asked about the reduction in the Consortium budget; the reasons for the reduction; where have the savings been made; and the impact going forward. The Director advised that the reduction is an efficiency saving, in terms of the scale of budget allocation has the saving will have little impact. There are now also new ways of working, for example meeting over Teams.

AGREED – that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee when discussing the way forward.

15 : SCHOOL ORGANISATION PLAN - ADAMSDOWN & SPLOTT

***Members were advised that Appendices 6, 7, 8 & 9 of the Cabinet Report contains exempt information of the description contained in Paragraphs 14 and 21 of Parts 4 and 5 of Schedule 12A of the Local Government Act 1972.***

The Chair welcomed Sarah Merry (Deputy Leader and Cabinet Member for Education, Employment and Skills); Melanie Godfrey (Director of Education and Lifelong Learning); Neil Hardee (Head of Services to Schools); Suzanne Scarlett (Operational Manager, Partnerships and Performance); Richard Portas (Programme Director of SOP); and Michele Duddrige-Friedl (Operational Manager, Planning & Provision) to the meeting.

Councillor Merry was invited to make a statement during which she briefly referred to the history; the original plan was to rebuild Willows High School on the site at Tremorfa Park, St Albans RC Primary school was to be closed and Baden Powell Primary School and Tremorfa nursery was to be expanded. However, St Albans is no longer to be closed and further proposals had to be considered. The proposal now is to relocate Willows High School on a site and Lewis Road.

The Programme Director provided Members with a brief outline:

- The recommendation to Cabinet is to acquire land at Lewis Road;
- To provide a report, in due course, providing responses following an engagement exercise rather than a consultation;
- The new location is within a mile radius of the existing site;
- The school will have six forms of entry (FE), there will not be a sixth form;
- In terms of education it is an opportunity for a new vision and there is an opportunity to rebrand.

Members were asked to comment or raise questions on the non-confidential information received. Those discussions are summarised as follows.

- Members referred to the previous closure of high schools due to falling numbers, the fact that those numbers rose again and there are currently difficulties with the number of school places, the example being Eastern High School. Members also referred to the reduced forms of entry (FE) number in the new proposals for Willows High School. Members were advised that discussions are taking place regarding the importance of future proofing schools as they are rebuilt to accommodate growth; business cases have to be written and submitted to Welsh Government and critical forensic analysis of pupil numbers and projections must also take place.

There are faith schools and a Welsh Medium school in the area which were considered when assessing the 6 FE for Willows High School. Members referred to the plans for capacity at Cathays High School and were advised that the position with Cathays and Willows High Schools are

different and have a different context. No school is the same; they need to respond to different aspirations. Officers advised that a 6 FE was appropriate in all the circumstances.

- Members asked about the longer term challenges in retaining local families and noted that in the original proposal significant emphasis was placed upon post 16 provision and what that provision might involve, there had also been strong support in the post 16 element in the consultation. This proposal is less specific. Members were advised that it is not felt that a 6 FE school would be able to support a post 16 that is large enough to be financially viable by itself. It is important to ensure that any proposal moving forward is sustainable. It is important to go through the education commissioning process to work out what is important for all involved. The programme needs to be enhanced and robust. It is important to go through the process locally to work out what the best solution may be. There are lots of different opportunities the school is presented with.
- Members sought confirmation about ALN provision on the new site, it was noted that Willows High School does have a number of children who are educated other than at school (EOTAS). Members were advised that there needs to be consultation with SRB/ALN provision elements of the process which run parallel to the engagement process. It will form part of the ALN strategy and will need to be considered by Cabinet in due course. Members noted that it is important to ensure that there is the correct balance of SRB/ALN provision distributed across the city.

Members asked for clarification about the number of children who attend faith schools in that area, which faith schools they attended and whether those faith schools can cope with those numbers. Members were advised that St Iltyd's continue to have spaces, they have increased their Pupil Admission Number (PAN) to 7 FE. There is also St Teilos in that area and some do go across to Bishop of Llandaff, although very few. A few also go to Corpus Christi depending on where they live and the primary school they attended previously. It is expected going forward that there will be a sufficiency of places, although preferences sometimes change if there is a new school.

- Members referred to the number of pupils who attend Marlborough and Howardian Primary Schools who are unable to access places at Cardiff High School and have to reluctantly attend Willows High School. How is the perception of a school to be changed if it is moved further away? Members were advised that a strategy has to be devised which revolutionises the perception of the school within its local community. Eastern High School is an example of schools that's perception has changed massively within the community. Fitzalan is in the same position, although a new school was not required in that instance. They both have in catchment supply which exceeds demand. Every school needs to be trusted and in touch with its local community and responding to what its community requires. It's important that parents have a good understanding of all the schools on offer not just those in their local areas. Parents will look around, they want to consider what is important to them in their own personal circumstances. Catchment areas will also need to be considered

bearing in mind the development, although it needs to be considered once the full picture is known.

- Members referred to the Cardiff West and Fitzalan High Schools, in particular in relation to engagement and the sites. Members were advised that lessons have been learned. The engagement exercise will be different as the formal consultation process does not have to be followed, it provides an opportunity to engage on the important issues for parents and the community. The method of engagement will also be different considering the current pandemic and the opportunities that has presented.

The committee moved into closed session to discuss the confidential appendices.

AGREED – that the Chairperson, on behalf of the Committee, writes to the Cabinet Member conveying the observations of the Committee when discussing the way forward.

#### 16 : WAY FORWARD

Members discussed the information received and identified a number of issues which the Chairman agreed would be included in the letters that would be sent, on behalf of the Committee, to the relevant Cabinet Members and Officers.

#### 17 : DATE OF NEXT MEETING

The date of the next scheduled meeting of the Children and Young People Scrutiny Committee is on Monday 15 March 2021

The meeting terminated at 3.45 pm

**CYNGOR CAERDYDD  
CARDIFF COUNCIL****CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE**

11 May 2021

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**YOUTH JUSTICE SERVICE – UPDATE**

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**Purpose of the Report**

1. In October 2020, when agreeing the Work Programme for 2020/21, the Children & Young People Scrutiny Committee agreed that it would prioritise the Youth Justice Service as a topic for scrutiny. This followed the publication of the HMIP Inspection report in 2020.
2. **Appendix A** attached to this report provides Members with an update on progress in relation to the Youth Justice Service.

**Background**

3. The Cardiff Youth Justice Service (YJS) is a statutory partnership set up under the Crime and Disorder Act 1998 to work with 10 to 18 year olds and their families, to prevent anti-social behaviour, offending and re-offending. YJS workers provide intervention and support to young people sentenced to a community penalty or custody or those dealt with by an out-of-court disposal, as well as prevention and diversion work to try to steer young people away from entering the youth criminal justice system. They also offer support to victims of youth crime and anti-social behaviour.
4. Youth Justice Service teams are required to have staff from local authority social services, education services, the Police, the National Probation Service and local health services.
5. The inspection, in January 2020, was led by HMI Probation and supported by inspectors from Care Inspectorate Wales, Estyn, Healthcare Inspectorate Wales, and HMI Constabulary and Fire & Rescue Services (HMICFRS).

6. Overall, Cardiff Youth Offending Service was rated as 'Inadequate' across all areas of work: leadership and staffing; working with partners such as health, education and police; and providing services to children and young people who have offended and to their victims. The inspection found improvement was required across all areas. The report made 14 recommendations.

## Issues

7. Since the Inspection, this Scrutiny Committee has monitored progress and improvements to the YJS, via bi-monthly updates. Prior to today's meeting, Members met with a group of young people in the Youth Justice Service; and will have an update from Partners at the Committee's meeting on the 13<sup>th</sup> July 2021.
8. Following consideration of YJS in March 2021, the Chair wrote to the Cabinet Member stating that Members would wish to receive an update at this meeting on the following. **Appendix A** attached addresses these issues:
  - Quality assurance processes (*pages 1 – 3 of Appendix A*);
  - Upcoming HMIP Inspection (*pages 4 – 7 of Appendix A*);
  - Progress in developing early help services (*pages 7 – 8 of Appendix A*);
  - Impact of strategic partners (*pages 8 – 9 of Appendix A*);
  - Voice of Young People (*page 9 of Appendix A*); and
  - Cardiff YJB Accountability in 2021/22 (*page 10 of Appendix A*)

## Previous Scrutiny

9. At its meeting on the 30 July 2020, CYPSC considered the YJS Inspection Report and the Council's response to it<sup>1</sup>. It was agreed that the Committee would monitor developments in relation to
  - Youth Justice Board Governance and Progress
  - Performance Measures
  - Engagement and consultation with Young People and their Families/Carers

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<sup>1</sup> [Agenda for Children and Young People Scrutiny Committee on Thursday, 30th July, 2020, 4.30 pm : City of Cardiff Council \(moderngov.co.uk\)](#)



- Improved/Joined working internally
  - Improved/Joined up working across the Partnership
10. As stated in Paragraph 1 of this report, CYPSC Members agreed that YJS be a priority topic for the Committee's work for the foreseeable future. Members have received updates across Children's Services (including YJS) at the following CYPSC meetings:
- 30 July 2020 – full briefing to Committee
  - 15 September 2020 – during the consideration of the Local Authority Social Services Annual report 2019/2020
  - 12 October 2020 – during the Children's Services Update
  - 15<sup>th</sup> March 2021 – full briefing to Committee

### **Way Forward**

11. Councillor Graham Hinchey (Cabinet Member for Children & Families), Deborah Driffield (Director of Children's Services), Graham Robb (Independent Chair, Youth Justice Board) and Angharad Thomas (OM, YJS) will be available to answer any questions Members may have.
12. Members will be able to agree any comments, concerns or recommendations that they wish to pass on to the Cabinet Member for Children & Families, Director of Children's Services and Independent Chair of the Youth Justice Board.

### **Legal Implications**

13. 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**

14. 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 considers this report, its Appendix and information provided at the meeting and agrees any recommendations, comments or advice it wishes to offer to the Cabinet Member, Director of Children's Services and Independent Chair of the Youth Justice Board.

**Davina Fiore**

**Director of Governance and Legal Services**

**5 May 2021**

## **Report for Scrutiny Committee 11 May 2021**

Dear Cllr Bridgeman

Further to your letter of the 22<sup>nd</sup> March arising from the Scrutiny meeting on 15th March, please find enclosed in this report specific updates and information as requested.

- 1) **Quality Assurance**
  
- 2) **HMIP Inspection preparation and role of scrutiny committee**
  
- 3) **Early help and link to early intervention and prevention for the YJS**
  
- 4) **Impact of Strategic Partners**
  
- 5) **Voice of Young people**
  
- 6) **Cardiff YJB Accountability in 21-22**

### **1) Quality Assurance**

Service actions

A new Quality Assurance framework has been implemented within the Youth Justice Service. Every month, each of the Team Managers are allocated two cases that have closed the previous month to fully quality assure from start to end. This encompasses all cases from Prevention to Out of Court to Statutory court disposals. Team Managers quality assure cases that don't directly fall within their line management remit to ensure a level of independence and impartiality throughout the QA process.

This QA framework was introduced in February and is therefore still in its infancy, however so far 8 cases have been fully quality assured. Initial findings were presented to the Youth Justice Management Board at the end of March and further findings are filtering through on a monthly basis.

Further to this, a large number of cases – approximately 40 have been closed over the past month where assessments were awaiting sign off by a manager or were left to 'drift'. This has ensured that work becomes more focused with manageable caseloads and statistics that truly reflect the current cohort.

Weekly team briefings have been set up to cover a number of themes in relation to QA – various staff members have put themselves forward to lead these briefings. Topics of discussion include the Active Welsh Offer, the importance of Closure summaries, Case recording guidance and Navigating the Asset-Plus data system to name a few.

Below is a brief synopsis of the QA judgements thus far. By June we should have a more rounded picture, where we will also be able to evidence any improvements in casework following the commissioned Silver Bullet training to improve assessment skills attended by all YJS staff at the end of 2020. Already Team Managers are commenting on noticeable improvements in a number of areas – particularly around joint working and risk planning.

Findings are fed back to individual staff via formal recorded supervision processes, whilst an overview of findings is presenting to the team at the monthly all YJS meetings and then overarching themes presented to YJS sub-committee and board.

Quality Assurance - What's going well

Clear and recorded evidence of multi-agency working with Education and Safeguarding with allocated social workers

Positive engagement with y/p and family via a variety of methods – virtually and face-to-face

Flexible approach to meet the identified needs of young people at times of distress

Recognition of family dynamics and exploitation- NRM and consultation with ICTG evidenced

Good evidence of multi-agency management of Risk of Harm, Risk of Reoffending and Safety and Wellbeing via the CPF process.

What we are worried about

What we are worried about	What are we going to do about it?
Some lack of analysis in offences, some cases lacking victim input	Staff have had further training regarding assessment, planning and reviews in regards to Asset Plus. Staff have spoken positively regarding the training and how they are now implementing it into practice with the hope that we will see further improvement as QA process becomes embedded
Judgements reasonable although not evidenced comprehensively	As above

What we are worried about	What are we going to do about it?
Risk levels needing adjusting	Management oversight now becoming more robust as per below
Lack of parent self-assessment, young person self-assessment completion and when completed not referred to throughout wider assessment and intervention	The importance of completing self-assessments both yp and parent/carer has been emphasised in Team Meetings as has the importance of them throughout the entire assessment and case management process
Delays in countersigning and overall case 'drift'	Interim TM is helping with 'mopping up' of outstanding assessments – timeliness reviewed regularly via management meetings and CMT
Management oversight not evidenced throughout cases	Management oversight is now being recorded regularly on Childview via formal supervision and through discussion by Managers themselves

### Board monitoring

In our quarterly Board meetings we now receive data from the Operational Manager setting out numbers of case evaluations which have taken place, number and percentage of supervision sessions per team, plus rates of completion of interventions. A detailed scorecard of YJS and Children's Services processes is also given to Board including:

- Completions of assessment against national time standards
- Attendance by YJS and partners at critical planning panels

In 21-22 Board has committed to undertaking a review of the 5 National Standards which cover the end to end work in the youth justice system.

- a. Out of Court Disposals
- b. At Court
- c. In community
- d. In custody
- e. Transitions and resettlement

For each National Standard this will include quality assessments and strategic assessments. These will be undertaken between pairs of Board members and staff. Full Board will receive this analysis and use it to inform the Youth Justice Plan in 22/23

## **2) HMIP Inspection preparation and role of scrutiny committee**

The next inspection is likely to be sometime from summer 2021 and will be a three week partnership inspection covering the same broad themes as in the January 2020 Inspection.

It is probable (to be confirmed in April/May) that there will be an additional focus on Resettlement from custody

The work pattern will be broadly

Week 1 - 50+ case reviews

Week 2 – analysis

Week 3 - Practice and Governance and partnership interviews

The Inspection Framework includes three domains of focus

### **1) Organisational Delivery**

Including Governance and Leadership

Staff

Partnership and services

Information and facilities

### **2) Court Disposals**

### **3) Out of Court disposals**

The key focus of the Inspectors will be on case quality. We know some of the overall foundations are in place but we also know there is a lot of development work still to be undertaken to get towards the good/ outstanding judgement we aspire to achieve. The key is giving evidence of sustained impact of the improvement work.

### **Preparation**

The Director of Childrens Services , the Operational Manager for YJS and the Independent Chair of the YJ Board have a shared Logistics and Communications plan to ensure briefings and organisation are all in place when Cardiff get the notice of Inspection.

The Evidence in Advance required by HMIP before the visit is being continually collated .

Core briefings for staff and partners are being prepared in readiness.

In addition Board members in March 2021 undertook a self-assessment based on the HMIP criteria for Governance to inform the Board workplan in 2021/2.

	<b>HMIP descriptors</b>	<b>Self assessment RANK (1=highest confidence)</b>	<b>Priority issue for 21-22</b>
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1.1	Does the YOT Management Board set the direction and strategy for the YOT, prioritising the quality of service and adherence to the evidence-base?	4=	Sustain the Board focus Build QA feedback. Reference the Evidence Base Role of committee changing to partnership problem solving
1.2	All statutory partners (local authority, police, probation, health) are signatories to the Youth Justice Plan/business plan at an appropriate senior level <b>NB FOR THIS ITEM READ THE "YJ PLAN" TO BE THE STRATEGY AND DEVELOPMENT PLAN</b>	2	PSB partners signed off July 2020. Ensure continuation in 21-22 on YJ Plan
1.3	Are YOT Management Board members active in their attendance and participation, recognising the contribution their own agency makes to the YOT?	3	Sustain Partner commitments – and evidence the impact
1.4	Is the Chair of the YOT Management Board well engaged with a sufficient understanding of the YOT's work?	1	Succession planning for next Chair
2.1	Do YOT Management Board members advocate the work of the YOT in their own broader roles?	8=	Need to Evidence this from all partners
2.2	Do the YOT's partnership arrangements facilitate the delivery of effective operational work?	11	Committee ToR reshaped to address this
2.3	Do staff understand their roles and responsibilities within the partnership arrangements, and what they are accountable for?	12	Continued work to share information and develop staff's understanding of the partnership - e.g. pairing sessions, use of team meetings to share information etc
2.4	Do other relevant local strategic partnerships give priority to work to support desistance and prevent harm, supporting integration with wider services for children and Young people	7	Need to expand knowledge and understanding of wider strategic partnership landscape and how YOT work intersects with this.
3.1	Does the YOT leadership team provide an effective link to the Management	8=	<i>Build routine Evidence from management team and staff - evidence of how this is done and impact on young people</i>
3.2	Does the YOT leadership team effectively communicate the vision and strategy of the YOT to staff and stakeholders?	4=	

3.3	Does the YOT leadership team successfully deliver the vision and strategy of the YOT?	6	
3.4	Are risks to the service sufficiently understood, with appropriate mitigations and controls in place?	10	<i>Part of OM Quarterly report data analysis will tell us more about the risks – inc service barriers. This includes finance</i>

What does HMIP say ‘Good and Outstanding’ looks like in Governance and Leadership ?

The HMIP annual Report (2020) and local reports identify what makes good and outstanding Management Boards

- i) Understanding the needs of the cohort – and then making improvements happen*
- ii) Clear Board view of case quality and performance and clear staff engagement with Board work*
- iii) Data and analysis assists Board decision making*
- iv) Evident Scrutiny of partnership to ensure partner focus on the needs of YOS children*

Underpinning this is the need for clarity :

- ....by Board members about their role
- ....by staff and Board members about the shared strategy and their part in it.

HMIP annual report 2020

“ where governance and leadership were ‘Good’ or ‘Outstanding’, Boards had active oversight of the formulation and implementation of the Youth Justice Plan. They used a wealth of local data and information from the YOS and partners intelligently to:

- help measure the success of strategic initiatives;
- identify and address risks to the delivery of these initiatives;
- and identify further areas for consideration and learning. “

From the HMIP scoring analysis summary it is clear that the mean score for Governance and Leadership (Domain 1.1 ) of the YOTS inspected so far is between ‘Requires Improvement ‘ and ‘Good’ . The aspiration of ETYEB is to achieve ‘outstanding’ .

Examples given include

Local authority	Key Governance Comments
Essex	Board grip on Performance and Practice
East Riding of Yorkshire	Staff engagement with Board



<b>Camden</b>	<b>Collaborative leadership. Strong evaluation culture</b>
<b>N Yorkshire</b>	<b>Vision well shared with staff and partners</b>
<b>Wrexham</b>	<b>Board Theme Performance role.</b>
<b>Darlington</b>	<b>Aligned with other strategic partnerships</b>

### **Role of Scrutiny Committee in HMIP Inspection**

The Chair of Scrutiny Committee will be interviewed by HMIP as part of the Inspection process as a member of the Cardiff Youth Justice Advocacy panel.( Chief Executive, Police and Crime Commissioner, UHB Chief Executive, Director of Social care , Cllr Hinchey and Graham Robb).

The Evidence in Advance sent to HMIP will include evidence of Councillor engagement including Scrutiny Committee.

The HMIP letter in December 2020 made clear the value they see we place on close work between staff Board, executive and political leaders.

### **3) Early help and link to early intervention and prevention for the YJS**

From March regular 6 weekly meetings have been arranged between the YJS Operational Manager and OM for Early Help Services. A work-plan has been formulated for the next year in order to strengthen the relationship between the two areas. This is detailed below. The actions for Quarter 1 have already nearly been completed and work is starting on some of Quarter 2.

**Q1**· Review of current open Youth Justice Service (YJS) cases against Early Help (EH) cases undertaken to identify any overlap and opportunities for joint working

- Referral criteria shared between YJS and EH teams and pathways for casework explored
- YJS OM invited to sit on EH Operational Group

**Q2**· YJS and EH representatives invited and attend each other’s team meetings to refresh staff’s knowledge of service offer, referral criteria and pathways

- Development of ‘Thinking Together conversations’ includes YJS staff

- Needs of parents of children and young people within the YJS fully scoped

**Q3**· YJS and EH staff involved in casework co-formulation and support

- Presentation given to YJS Board and sub-committee on 6 month findings and progress made
- Further refining around YJS Prevention referral criteria and EH links with Street RJ
- Requirement for Parenting Officer role explored by YJS

**Q4**· Parenting Support offer between YJS and EH refined

- Changes following review implemented

**4) Impact of Strategic Partners.**

In legislation there are statutory partners responsible for delivering youth justice services.

- Local Authority – children’s social care and education
- Police – Probation
- Health

Cardiff YJB is clear that our developing engagement with a wider range of partners is key to sustaining the progress made so far in the “All Our Futures” strategy. These partners include VCS groups, Courts, Custody and volunteers .

It is to recognise this that our Sub Committee has been slightly reshaped to make it into a partnership problem solving forum, chaired by Board Vice chair Hannah Williams (Probation). They will undertake detailed thematic work to address service priorities. The committee has started with work to ensure we meet the needs of Welsh Language speakers, as well as forming the basis of the newly introduced Resettlement Panel (invites have been extended to Parc YOI and Hillside SCH) . Other priorities are being discussed by OM with the Chair and Vice chair to inform an annual work plan.

As a snapshot of partner engagement this table sets out strategic and operational contributions plus a record of the financial contribution of the partners to the overall service.

Partner	Board Representative	Committee Representative	Partner contribution	Partner Actions 20-21	Resource allocation % of YJSbudget
CSC	Yes	yes		CSC-YJS protocol and MASH	33
Police	Yes	Yes	Seconded officers	MASH and Bureau	8
Police and Crime Commissioner	Yes				5
Probation	Yes	Yes	Seconded officer		2
Health	Yes	Yes	Health worker	Health pathways analysis	3
Education and Training	Yes	Yes			2
Wales Government					21
YJB	Yes				24

## 5) Voice of Young people

Committee will have engaged directly with YP.

Board is committed to Child Friendly Cardiff participation strategy to ensure Board decision making and practice work is informed by yp views.

Members of YJ Advocacy panel secured support from MAC to run bi monthly session with YJ service users. We will now work to systematise this process to inform Board work on the National Standards.

Service has also put in place a number of actions to gather and act on the views of young people

- a) Routine feedback via "Have your say" survey
- b) Health pathways analysis is gathering individual and family feedback
- c) Work is commencing on fully involving young people in their case planning and reviews

## **6) Cardiff YJB Accountability in 21-22**

There are a number of accountability milestones due in the next quarter.

A report to Public Services Board in June 2021 to report on Strategy progress one year on.

The Advocacy Panel meeting in April will focus on Partnership actions from the Strategy stocktake process and then on HMIP Preparation.

The new lead for HMIP on Youth Inspections takes post in June. Chair will do a briefing and update report to her in July 2021.

Board has to sign off the Youth Justice Plan (substantially drawn from the All Our Futures Strategy and then updated) and submit to the YJB by 30 June 2021.

Graham Robb  
Chair  
Cardiff Youth Justice Board

Angharad Thomas  
OM  
Youth Justice Services

**CYNGOR CAERDYDD**

**CARDIFF COUNCIL**

**CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE**

**11 MAY 2021**

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**COMMITTEE BUSINESS REPORT**

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**Background**

1. This report sets out a summary of the Committee's business and sets out the following:

- A correspondence update arising from recent scrutiny meetings;
- Work Programme Updates – Forward Plan and 2021/22 work programming;
- Capturing and reporting the Impact of Scrutiny Briefing; and
- Q4 Performance Report update

**Correspondence update**

2. 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. Set out below is the latest position in terms of correspondence:

- *Response received* – from Councillor Weaver to the Chair’s letter regarding the budget and Corporate Plan considered at Committee on the 23<sup>rd</sup> February 2021.
  - *Response received* – from Councillor Merry to the Chair’s letter regarding Willows High School considered at Committee on the 23<sup>rd</sup> February 2021.
  - *Response received* – from Councillor Merry to the Chair’s letter regarding School Admissions Policy considered at Committee on the 15 March 2021.
  - *Response received* – from Councillor Merry to the Chair’s letter regarding Schools Pandemic recovery considered at Committee on the 15 March 2021.
  - *Response received* – an update from Councillor Hinchey and Graham Robb regarding the Youth Justice Service will be presented to Committee at this meeting, following consideration at Committee on the 15<sup>th</sup> March 2021.
  - *Response awaited* - from Councillors Hinchey and Merry regarding the Corporate Parenting Strategy considered at Committee on the 15<sup>th</sup> March 2021.
3. Copies of the public Chair’s letters and responses received can be found on the Council’s website page for the relevant Committee meeting, with a hyperlink provided at the top of the page, entitled ‘*correspondence following the committee meeting*’.

### **CYPSC Forward Work Programme – June/July 2021**

4. The Head of Democratic Services has requested each Scrutiny Committee agrees the provisional items proposed for the next two months, as set out in **Appendix A**. Members will have the opportunity at the meeting to raise any issues or concerns at this meeting, and to sign off for publishing. As yet, details of potential Agenda Items for September 2021 have yet to be agreed.

## **CYPSC Work Programme 2021/22**

5. The Constitution states that each Scrutiny Committee will set its own work programme for the forthcoming year (Scrutiny Procedure Rule 7). The Committee is now tasked with constructing a work programme for the year ahead that ensures the time available to the Committee is used most effectively, by considering items in a timely fashion that maximise the impact of scrutiny.
6. Members may wish to discuss a way forward to agree a calendar of meetings for the forthcoming year.
7. Members may wish to explore the best approach to developing the 2021/22 work programme. In previous years, Members have held a work programming forum to consider options for the work programme and prioritise topics for consideration. The forum's proposals are then presented to Committee for formal approval of the work programme.
8. Following the above, scrutiny officers will work to develop a calendar of items, which will then be presented to Committee at the September 2021 meeting for discussion, amendment and approval

### **Capturing and Reporting the Impact of Scrutiny**

9. Attached at **Appendix B** is a briefing note on Capturing and Reporting the Impact of Scrutiny. This briefing note sets out an overview of a model that has been developed for capturing the impact of the work of all five scrutiny committees, which will collect data and evidence of scrutiny activity throughout the year; and supports the Council on complying with the self-assessment requirements of the new Local Government & Elections (Wales) Bill.
10. The briefing also sets out plans for a single Scrutiny Annual Report for 2020/21, which will be considered by this Scrutiny Committee in June 2021.

## **Q4 Performance**

11. At the next meeting of this Scrutiny Committee on the 8<sup>th</sup> June 2021, it is anticipated that Q4 performance and year-end results for Children's Services and Education & Lifelong Learning will be reported to the Committee.

## **Way Forward**

12. During the meeting, Members will have the opportunity to reflect on the correspondence update; Q4 Performance; Capturing and Reporting the Impact of Scrutiny Briefing; and CYPSC Work Programming.

## **Legal Implications**

13. 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**

14. 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 reflect on the update on correspondence update; Q4 Performance update; Capturing and Reporting the Impact of Scrutiny Briefing; and CYPSC Work Programming.

**DAVINA FIORE**

**Director of Governance and Legal Services**

**5 May 2021**

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## CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE - DRAFT FORWARD WORK PROGRAMME

8 June 2021 – 13 July 2021

If you would like to share your experiences or views regarding the items being considered please contact [Scrutiny.viewpoints@Cardiff.gov.uk](mailto:Scrutiny.viewpoints@Cardiff.gov.uk)

Meeting Dates	Type of Scrutiny	Title and Description of Report	Invitees & Consultees	Directorate Contact Officer
(a)		(b)	(c)	(d)
8 June 2021	<b>Scrutiny Progress and Impact</b>	<b>Scrutiny Annual Report 2020/21</b> To undertake a scrutiny of the joint Scrutiny Annual Report for 2020/21, prior to its consideration by Council on the 24 <sup>th</sup> June 2021	None	Alison Jones Principal Scrutiny Officer <a href="mailto:Alison.Jones5@cardiff.gov.uk">Alison.Jones5@cardiff.gov.uk</a>
8 June 2021	<b>Pre-Decision Scrutiny (Item TBC)</b>	<b>Special Resource Base Provision</b> To undertake the pre-decision scrutiny of the Cabinet proposals in relation to Special Resource Base Provision for children and young people with Additional Learning Needs	Deputy Leader & Cabinet Member for Education, Employment & Skills  Director of Education and Lifelong Learning	Alison Jones Principal Scrutiny Officer <a href="mailto:Alison.Jones5@cardiff.gov.uk">Alison.Jones5@cardiff.gov.uk</a>
8 June 2021	<b>Pre-Decision Scrutiny</b>	<b>Children's Services Delivery Plan 21/22</b> To undertake a pre-decision scrutiny on the Children's Services Directorate Delivery Plan 2021/22	Cabinet Member for Children and Families Corporate Director People & Communities Assistant Director of Children's Services	Alison Jones Principal Scrutiny Officer <a href="mailto:Alison.Jones5@cardiff.gov.uk">Alison.Jones5@cardiff.gov.uk</a>

Meeting Dates	Type of Scrutiny	Title and Description of Report	Invitees & Consultees	Directorate Contact Officer
(a)		(b)	(c)	(d)
8 June 2021	Pre-decision Scrutiny	<p><b>Education &amp; Lifelong Learning Delivery Plan 21/22</b></p> <p>To undertake a pre-decision scrutiny on the Education &amp; Lifelong Learning Directorate Delivery Plan 2021/22</p>	<p>Deputy Leader &amp; Cabinet Member for Education, Employment &amp; Skills</p> <p>Director of Education and Lifelong Learning</p>	<p>Alison Jones Principal Scrutiny Officer <a href="mailto:Alison.Jones5@cardiff.gov.uk">Alison.Jones5@cardiff.gov.uk</a></p>
8 June 2021	Monitoring Performance & Progress	<p><b>2020/21 Q4 Performance</b></p> <p>To enable members to monitor, assess and challenge Directorate's performance over the fourth quarter of 2020/21 of its key performance indicators; plus year end results for E&amp;LL</p>	<p>Deputy Leader &amp; Cabinet Member for Education, Employment &amp; Skills</p> <p>Director of Education and Lifelong Learning</p> <p>Cabinet Member for Children and Families</p> <p>Corporate Director People &amp; Communities</p> <p>Assistant Director of Children's Services</p>	<p>Alison Jones Principal Scrutiny Officer <a href="mailto:Alison.Jones5@cardiff.gov.uk">Alison.Jones5@cardiff.gov.uk</a></p>

Meeting Dates	Type of Scrutiny	Title and Description of Report	Invitees & Consultees	Directorate Contact Officer
(a)		(b)	(c)	(d)
13 July 2021	Pre-decision Scrutiny	<p><b>Local Authority Social Services Annual report 2020/21</b></p> <p>To undertake a pre-decision scrutiny of the Local Authority Social Services Annual report 2020/21</p>	<p>Cabinet Member for Children and Families</p> <p>Corporate Director People &amp; Communities</p> <p>Assistant Director of Children's Services</p>	<p>Alison Jones Principal Scrutiny Officer <a href="mailto:Alison.Jones5@cardiff.gov.uk">Alison.Jones5@cardiff.gov.uk</a></p>
13 July 2021	Monitoring Performance & Progress (reputational)	<p><b>Youth Justice Service – Progress Update</b></p> <p>To receive an update and monitor progress in relation to the Youth Justice Service, including an update from Partners.</p>	<p>Independent Chair of the Youth Justice Board</p> <p>Cabinet Member for Children and Families</p> <p>Corporate Director People &amp; Communities</p> <p>Assistant Director of Children's Services</p> <p>Partner organisations</p>	<p>Alison Jones Principal Scrutiny Officer <a href="mailto:Alison.Jones5@cardiff.gov.uk">Alison.Jones5@cardiff.gov.uk</a></p>

Meeting Dates	Type of Scrutiny	Title and Description of Report	Invitees & Consultees	Directorate Contact Officer
(a)		(b)	(c)	(d)
13 July 2021	Pre-Decision Scrutiny	<p><b>National Adoption Service for Wales: Hosting Arrangements with Cardiff Council</b></p> <p>To undertake the pre-decision scrutiny of the Cabinet proposals in relation to National Adoption Service for Wales: Hosting Arrangements with Cardiff</p>	<p>Cabinet Member for Children and Families</p> <p>Corporate Director People &amp; Communities</p> <p>Assistant Director of Children's Services</p>	<p>Alison Jones Principal Scrutiny Officer <a href="mailto:Alison.Jones5@cardiff.gov.uk">Alison.Jones5@cardiff.gov.uk</a></p>

**Purpose**

1. To advise Members of all Scrutiny Committees of the introduction of improved scrutiny processes and ensure unified cross committee understanding and approach.

**Background**

2. Scrutiny members recognise that the scrutiny function enriches the decision-making of the organisation. Whilst such understanding derives from engagement and contribution to scrutiny, the value and visibility of the function within the organisation would benefit from further embedding.
3. A task and finish inquiry of the Policy Review & Performance Scrutiny Committee recently addressed the absence of a mechanism for capturing the impact of the work of all five scrutiny committees, and the value of the scrutiny function to the organisation resulting from the implementation of scrutiny recommendations.
4. A practical model has been developed that will collect data and evidence of scrutiny activity throughout the year and link with the Council’s performance framework.
5. The model supports the Council in complying with the self-assessment requirements of the new Local Government & Elections (Wales) Bill by introducing service area self-assessment of the implementation of accepted scrutiny recommendations.

**Capturing and recording scrutiny recommendations**

6. Continual development of Scrutiny is a key objective for the Chairs of Scrutiny. Currently in pilot stage, the new model provides a framework and database on which a quantitative assessment of scrutiny’s impact on council services can be captured and reported to Council annually.
7. Importantly, the model extends the governance arrangements currently in place for responding to the recommendations of a scrutiny inquiry, to those generated by scrutiny committees in correspondence.
8. If a committee agrees that a recommendation(s) has emerged out of the scrutiny of a topic then it will be captured by the scrutiny officer and stated clearly in the body of the Chairs letter to the Cabinet, and for the avoidance of doubt in bold at the end of the letter. All recommendations will then form part of formal impact monitoring during the year.
9. Currently a committee can expect a formal Cabinet response to recommendations following task group inquiries. This response is in the form of *‘accept, ‘partially accept’ or ‘not accepted’*.

In future the Cabinet will also formally respond to recommendations set out in correspondence following scrutiny committees as requiring monitoring.

10. Members are requested to be very clear in making their recommendations for capture by scrutiny officers during discussion at the Way Forward following a scrutiny committee. Wherever possible recommendations should be '**SMART**' (specific, measurable, achievable, realistic and timely). Whilst recommendations may not routinely emerge from monthly meetings, any ambiguity over whether a recommendation will be monitored as part of the scrutiny and performance impact assessment database must be avoided.
11. The model will capture quantitative impact by introducing the concept of '*substantiveness*' as a key measure in determining the level of influence or *impact* that recommendations have on corporate policy.
12. If a recommendation is '*not accepted*' then it will not be reflected in the service area action plan and cannot therefore be included in the impact assessment. Only *accepted* and *partially accepted* recommendations will be reported on.
13. Working together with the Corporate Performance Team, a pilot application of the model is underway. As of January 2021 all scrutiny recommendations generated by a committee or a task group are being monitored. The Cabinet and service areas have arrangements in place to track and report on the implementation of accepted scrutiny recommendations for presentation to all scrutiny committees 6 monthly.

### Way Forward

14. Scrutiny members are advised that a unified approach to capturing and reporting on the impact of scrutiny will be delivered by:
  - Recording, tracking and reporting on the implementation of accepted scrutiny recommendations generated from both committee correspondence and task group inquiries.
  - Producing a single Scrutiny Annual Report for the 2020-21 municipal year, replacing the existing individual scrutiny committee annual reports, agreed by all five scrutiny committees. The report will focus on the outcomes that have been achieved and encourage public participation and engagement with Scrutiny. It is anticipated that the new Scrutiny Annual Report will be presented in draft, for approval, to all Scrutiny Committees at their June meetings, prior to being submitted to Council.