

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

**CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE**

**6 December 2016**

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**CORRESPONDENCE UPDATE – INFORMATION REPORT**

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**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.
2. Committee letters and their responses are now included with the Committee papers on the internet, to ensure that all documents relating to the Committee meeting are accessible and public.

**Issues**

3. Committee letters are sent following discussions around the key points raised in the Committee during the Way Forward section of the meeting, and are linked to the formal minutes of the meetings. Responses received from Cabinet Members and external witness, where appropriate, are also copied to the papers for the relevant meeting Children and Young People Scrutiny Committee papers and 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**.

## **Legal 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 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**

5. 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 note and review the summary of the responses received to the recent letters sent by the Committee, and refer any questions or concerns to the relevant Cabinet Member or Director.

**Davina Fiore**  
**Director of Governance and Legal Services**  
**1 December 2016**