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**COMMITTEE'S WORK PROGRAMME 2018 - 19**

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**Purpose of the Report and Recommendation**

1. The Council's Constitution states (Scrutiny Procedure Rule 7) that each Scrutiny Committee will set its own work programme. The Children & Young People Scrutiny Committee's terms of reference provide the Committee with the responsibility for the scrutiny of a number of specific service areas. The Committee is also responsible for the scrutiny of a number of policies and strategies that affect children and young people in Cardiff, plus it can undertake investigations into any matters relating to the children and young people of Cardiff.
2. This report provides the Committee with the outcome of the Members' consideration of the many issues that it could scrutinise. At a forum meeting of the Committee on 18 July, Members reviewed the possible items and the resulting list has been populated into the calendar, attached at **Appendix A**, for the Committee's consideration and approval.
3. Members may also wish to approve the commissioning of the proposed Task & Finish Inquiry, as identified in **paragraph 10**.

**Background**

4. Scrutiny plays an essential role in promoting accountability, efficiency and effectiveness in the Council's decision making process and the way in which it delivers services. The main roles of the Scrutiny Committees are:
  - Holding the Cabinet and officers as decision-makers to account.
  - Being a 'critical friend', through questioning how decisions have been made to provide a 'check and balance' to decision makers, adding legitimacy to the decision making process.
  - Undertaking reviews of Council services and policy.

- Undertaking reviews to develop Council services and policies.

5. The Committee at its meeting on 10 July 2018 considered a report setting out the potential items that could be considered during the municipal year. Each item was reviewed by the Members and prioritised using a list of items developed from a number of specific areas:

- i) Prior Year Committee agendas
- ii) Requests from previous Committee meeting letters
- iii) Governance items
- iv) Cabinet Forward Plan
- v) Suggestions from Committee Members
- vi) Suggestions from Council Directors
- vii) Suggestions from external stakeholders (eg C3SC / Youth Council / Looked After Children)
- viii) Items carried forward from last year's work programme.

6. The Committee at its meeting on 10 July 2018 agreed to hold a meeting of the whole Committee, in forum mode, to consider items and issues for inclusion on the potential work programme for this municipal year. The Committee, at its forum meeting on 18 July 2018, prioritise the consideration of various performance reports, potential policy development work and potential scrutiny inquiry, for the year.

7. The Committee also agreed that to aid in focussing the agendas more effectively and maximising the impact of the scrutiny of each item at Committee, Members would adapt the way that some issues would be scrutinised by some reports and briefings to be sent to Members prior to the Committee meeting for their consideration and comment. Should any concerns or questions be raised these would be highlighted at the Committee meeting to enable Cabinet Members and Officers to respond in a timely manner.

8. To enable the work programme to reflect this more focused approach the Members identified those issues which they had jointly prioritised and further determined whether it would be most appropriate to scrutinise each item either at:

- i) Full Committee

- ii) Briefing report to Committee Members, prior to Committee
- iii) Task & Finish Investigation
- iv) Informal Member Panel.

9. The resultant list of items was then added to a work plan calendar, copy attached at **Appendix A** to form a work plan for the full year. Arising from the annual programme a more detailed four monthly work programme will be published to enable interested parties to be aware of the issues being considered. As a result the work programme will be reviewed by Committee every three months and the resultant four monthly programme approved for publication.

10. Detailed below is a schedule of items which includes the task identified under the four work areas of the Committee, namely:

- **Corporate Plan and budget development and delivery** – This enables Members to review, challenge and analysis of the Council’s key policy documents affecting Children & Young People.
- **Performance and Improvement** – These reports enable the Committee to receive inspection reports, regularly review service area performance information, identify areas for further investigation and appraise the effectiveness of improvement actions and their implementation.
- **Progress and briefing reports** – These report provide the Members with a briefing on each key area together with a progress report setting out the achievements to date, challenges identified and future actions.
- **Reports from external bodies** – These reports enable the Committee to receive draft copies of partnership, consortium and joint working annual reports, to review objectives and outcomes and assess the impact of the partnerships’ work.

## **Issues**

11. The work programme for each Scrutiny Committee identifies various types of scrutiny investigations. Members of the Committee have consistently committed to regularly monitor and review corporate strategies, budget proposals and their delivery, performance and improvement reports, governance reports and reshaping services proposals. The Members agreed to continue this approach and identified a number of

areas for consideration by the Committee and these subsequently agreed with Directors, as detailed below:

## **Corporate Plan and Budgetary development and delivery**

- Corporate Plan / Draft Budget 2019/20 – February 2019.
- The Children's Service element of the Social Services Delivery Plan 2019/20 - June 2019
- The Education Delivery Plan - June 2019

## **Performance and Improvement - information and monitoring reports**

### **Education**

- Performance of Cardiff Schools –, Annual statutory performance report with consortium, in January 2019.
- Cardiff 2025 updates, maybe in September 2018, November 2018, April 2019 and July 2019.
- Consortium update, in January 2019.

### **Children's Services**

- Children Services Quarterly performance reports, September 2018, December 2019, March 2019 and May 2019.
- Social Care Director's Statement. This will be a joint Committee meeting with Community and Adult Service Scrutiny Committee, in July 2019.
- Safeguarding Annual report. This will be a joint Committee meeting with Community and Adult Service Scrutiny Committee – November 2018 & July 2019
- Progress report on the implementation of the Out of County Placement report recommendations - July 2019.

## **Progress and briefing reports**

- Curriculum and skills briefing, - September 2018.
- Cardiff 2020 – 2025 proposals - September 2018

- Enhanced Early Help – update report – October 2018
- Child Friendly Cardiff progress briefing – November 2018
- Draft Commissioning Strategy - December 2018
- Social Services Signs of Safety, - March 2019.
- Welsh Education Strategy progress report – April 2019
- Young Carers raising awareness – progress report – May 2019
- MASH review – May 2019
- Review of recruitment and Retention of Social Workers – May 2019
- Revised Child Sexual exploitation Strategy progress report – July 2019

### **Reports from partnership bodies monitoring**

- South Central Consortium annual report - January 2019.
- Families' First progress report - October 2018.
- Regional Adoption Service annual report - November 2018.
- Corporate Parenting Annual Report – July 2019
- Family Support Annual Report – July 2019
- South Central Education Consortium – Quarterly Panel meetings with all scrutiny Chairs and Scrutiny Officers

### **Inquiry– to be undertaken by Task & Finish Groups**

The Committee Members, at the Forum meeting, agreed to undertake an inquiry which would help develop a Council Child Mental Health and Wellbeing Policy. This inquiry was suggested by a Cabinet Members, Committee Chairman and supported by the Committee Members and the Director of Education and Lifelong learning. The proposal is to work in partnership with the Education and Lifelong learning Directorate develop a Council Child Health and Cardiff & Vale University Health Board.

The Committee may wish to consider and agree whether or not to:

- a. Hold a Task & Finish Inquiry to develop and publish a Council Child Mental Health and Wellbeing policy for the Education and Lifelong Learning Directorate.
- b. To put procedures in place to help reduce the number of children & young people accessing the CAHMS services.

- c. To work in partnership with the Education Directorate, Youth Council and the University Health Board (CAHMS)
- d. To receive evidence from stakeholders and young people on the key aspects of the policy.
- e. To report its findings to Cabinet and the University Health Board.

The anticipated outcomes from the development of the Policy has been identified as:

- To improved support and assistance for Children and Young People experiencing problems with their mental Health and wellbeing.
- To Improved attendance at schools
- To reduction in the number of children and young people being referred to CAMHS

### **Pre-Decision Scrutiny and Call-in**

The Committee may also wish to undertake an evaluation of proposals prior to their consideration by the Cabinet, or prior to their implementation. Under these circumstances the issues can require detailed scrutiny and the Chair of the Committee will identify which items the Committee can have the most impact on. As such the work programme has included sufficient flexibility to enable the Committee to undertake this work effectively. Currently there are no items identified on the Cabinet Forward plan.

### **WAY FORWARD**

12. It is suggested that the Committee considers agreeing the task & finish and scrutiny topics as proposed **in paragraph 10** of this report, and further agrees the draft timetable of issues for the Committee as set out in **paragraph 9** above and summarised in **Appendix A**.

### **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.

## **RECOMMENDATIONS**

The Committee is recommended:

- To consider the information set out in **Paragraph 9** of the report and agree the proposed Work Plan Timetable for 2018/19 as set out in **Appendix A**.
- To agree to undertake the Task & Finish Group Inquiry as set out in **Paragraph 10**, in accordance with Part 1 of the Scrutiny procedure rules, and to seek nominations for the first inquiry that the Committee agrees to undertake.
- To receive further work programme update to enable a four monthly work programme to be published quarterly.

**Davina Fiore**

**Director Governance and Legal Services**

**5 September 2018**