

**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**