

WORK PROGRAMME 2022-2023

Purpose of the Report

1. To enable Members of the Committee to agree an approved Work Programme 2022/2023 and note other developments in the Committee's future work.
2. This report provides the Committee with the output from the Committee's Work Programming Forum, which took place on the 19 July 2022. The resulting list of items suggested at the forum has been populated into a calendar, attached at **Appendix 1**, for the Committee's consideration and approval.
3. Members attention is also drawn to the proposed Task & Finish Inquiries as listed in **Appendix 2** and **paragraphs 17-25** of this report.
4. Members are also requested to consider the CYPSC Forward Work Programme October 2022 – December 2022, set out at **Appendix 3** and agree for this to be published, subject to any amendments agreed at this meeting

Background

5. The Council's Constitution (*Scrutiny Procedure Rule 7*) states that each Scrutiny Committee will set its own work programme. Members construct a work programme for the forthcoming municipal year that most effectively uses the Committee's time, by considering items within the Committee's terms of reference where scrutiny can make a difference.

6. This Committee's terms of reference include:
- School Improvement
 - Schools Organisation
 - School Support Services
 - Education Welfare & Inclusion
 - Early Years Development
 - Special Educational needs
 - Governor Services
 - Children's Social Services
 - Youth Services and Justice
 - Children's Play Services
7. This Committee's terms of reference also include the ability to "*assess the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non-governmental bodies on the effectiveness of Council service delivery.*"
8. 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:
- i. Holding to account the Cabinet and officers, as decision-makers.
 - ii. Being a '*critical friend*', questioning how decisions have been made, providing a '*check and balance*' to decision makers, and undertaking reviews of services and policy.
 - iii. Providing a voice for citizens.
9. In July 2022, Full Council agreed the Calendar of Meetings including the following meetings for this Committee, to be held as multi-location meetings in Committee Room 4 and via EasyConf Connect:
- 19 October 2022 - 16:30
 - 14 November 2022 - 17.00
 - 13 December 2022 - 16:30
 - 16 January 2023 - 17.00
 - 21 February 2023 - 17.00
 - 20 March 2023 - 17.00
 - 26 April 2023 - 16:30
 - 15 May 2023 - 17.00
10. The Committee, at its induction meeting on 14 June 2022, agreed to hold a Work Programming Forum to consider potential items for consideration in 2022/23.

Issues

Key considerations ahead of drafting the Work Programme

11. CYPSC Members held a work programming forum meeting on 19 July 2022.

Committee Members discussed which topics to prioritise for inclusion in the draft work programme, considering factors such as:

- The potential impact of scrutiny
- Importance to the citizens of Cardiff
- Importance for Cardiff Council
- Whether the possible item would be dealt with in other arenas, and
- The resources available from Scrutiny Services and the capacity of Members to undertake the scrutiny.

12. At this meeting, Committee Members present also discussed that, to aid in focussing the agendas more effectively and maximising the impact of the scrutiny:

- Committee meetings would remain mindful of Wales Audit Office advice for scrutiny committees to achieve formal committee meetings within reasonable timeframes, whilst maintaining robust and appropriate levels of scrutiny across the terms of reference. Ensuring agendas are of a manageable size and that work occurs outside committee meetings. On average, this equates to agendas of formal meetings, consisting of no more than two substantial items, with a third smaller item if required.
- Items considered by the Committee will be based on issues that impact on Cardiff citizens and, enhance the work of the Council in delivering services to Cardiff citizens.
- Items be prioritised to ensure quality over quantity, remaining mindful of achievability, deliverability and impact.

- In line with the Local Government and Election (Wales) Act, seek to increase input from the public, stakeholders, service providers and service users where appropriate and viable.
- The work programme will demonstrate flexibility to reflect changing priorities, and provide space for emerging items over the year.

Discussion and Rationalisation of Topics

13. At the Work Programme Forum on the 19 July 2022, Members considered a number of Items from the following sources:

- i. Committee Member Suggestions
- ii. The previous Committee's recommendations for future scrutiny (*Scrutiny Annual Report 2021/22*)
- iii. Corporate documents - including Cabinet Forward Plan, Corporate Plan, Directorate Delivery Plans, Annual Well-being Plan, budgetary information, performance information, risk register and audit reports
- iv. Work Planning from other Council Committees, such as Governance & Audit Committee and Corporate Parenting Advisory Committee
- v. School Organisation Planning Work Log
- vi. Ongoing monitoring of time/reputational Items, such as the Youth Justice Service
- vii. Relevant partnership workstreams such as the Vale, Valleys and Cardiff Adoption Cooperative; Central South Education Consortium; Regional Partnership Board; and Cardiff and Vale Safeguarding Board
- viii. Audit, Inspectorate and Regulatory reports, including Estyn
- ix. Relevant public consultation responses, such as Ask Cardiff and Cardiff Research Centre consultations

14. The key areas for Committee consideration during their 2022/23 Work Programme were agreed by the Members present as:

Topic	Any further details agreed and requested on the topic (by CYPSC Members)
Covid 19 Recovery in Schools	<ul style="list-style-type: none"> • Impact on disadvantaged pupils • Attendance levels • Impact on EOTAS • Impact on attainment • Mental health and well-being • Any positives effects/practices that should be preserved • Ascertain what effect the pandemic has had on the above and identify solutions that the council (and maybe other councils and WG) should implement to address them • Witnesses to include Director and Assistant Director education plus key senior managers. A sample of headteachers or senior managers in the primary, special and secondary sectors.
Impact of Welsh Government removal of profit from Care	<ul style="list-style-type: none"> • Impact on Fostering • Out of County Placements • Have access to relevant papers on this issue including any government policy papers. • The perspective of senior staff in CS is important. • Cabinet Member to set the policy context for this/give any update from Welsh Government they may have had. • Head of a relevant fostering service to understand potential issues (may be LA service on 'competition' with private) • Young person in care to outline their experience of the system - particularly if placed either out of county or in private (rather than LA) provision (can be anonymous correspondence if needed).
Engagement and Participation of Children & Young People	<ul style="list-style-type: none"> • Cross- authority issue • Would be good to involve those members of council staff leading on the consultation process/ Officers responsible for consultations across Cardiff Council. • Representatives of young people themselves. • Relevant staff and clients of the Youth Service. • Members of Young People's Parliament • Members of Youth Council (including CYPSC rep) • Members of other Cardiff wide Youth 'voices' organisations

<p>Innovations in Children's Services</p>	<ul style="list-style-type: none"> • Progress in relation to: <ul style="list-style-type: none"> ○ Interventions Hub ○ Reviewing Hub ○ Family Drug & Alcohol Court Pilot ○ North Yorkshire Model • Witnesses to include Director of CS plus cabinet member. Other relevant senior managers. • Key members of staff leading locality teams supplemented by data and case studies where appropriate including some case studies where progress or success has been difficult. • Useful to know what the difficulties are and how addressed. • Young people with lived experience of interventions/reviewing hub (can be anonymous correspondence if needed). • Social Worker to give their thoughts on effectiveness of hubs
<p>The New Curriculum</p>	<ul style="list-style-type: none"> • To include perspective from Central South Education Consortium • To be considered as part of consideration of the CSC annual report • Perspective of Cabinet Member and senior officers • CSC Assistant directors responsible for school improvement and curriculum development/ support. • Senior improvement partners for Cardiff primary and secondary. • A couple of headteachers' perspectives perhaps together with senior member of staff leading on the curriculum plus the improvement partners attached to the schools
<p>Youth Provision in Cardiff</p>	<ul style="list-style-type: none"> • Look at what is available city-wide; identify gaps • Look at what interventions are available • What are the links within communities? • Cabinet Member perspective • Operational manager, senior staff in children's services and education. • Key partners from police and health. • To hear directly from the young people themselves. • Key staff including those working directly with young people in the Youth Service. • Someone with a critical eye as to what works/ what's missing

15. The exact focus and objective of each key area will be discussed further and agreed by Committee Members during the course of the year to ensure the work is both effective and relevant, and to also ascertain potential contributors.

16. The list of priority topics was distributed to Cabinet Members and senior officers requesting their input in timetabling the topics. **Appendix 1** reflects suggested timescales, and the Chair continues to meet monthly with senior officers to review these timescales and put in place those topics that have yet to be timetabled.

CYPSC Inquiries/ Task & Finish Investigations

School Organisation Planning Task & Finish Group

17. CYPSC Members were notified that, during 2022/23, there would be a large number of School Organisation Planning (SOP) proposals coming forward as pre-decision items. CYPSC Members were given an overview of the number of SOP Items scheduled, which were plotted on the first version of the draft work programme ahead of the work programming forum.

18. At the work programming forum on the 19th July, Members discussed this in detail, particularly the issue of the number of SOP Items coming forward and this severely limiting other Items being able to be considered by the Committee during 2022/23, bearing in mind the guidance set out in Paragraph 12 above.

19. The Chair agreed to look at options available for the Committee, and in consultation with CYPSC Members, the Deputy Leader & Cabinet Member for Education, Director of Education & Lifelong Learning, the Director of School Organisation Planning and Head of Democratic Services, proposed that a rolling Task & Finish Group be established for the current year, to enable individual proposals to be considered outside of formal Committee, with monthly reports from the T&F Group being reported to the main committee. A proposal document is attached at **Appendix 2**.

20. At the same time, nominations for the T&F were sought and Councillors Bridgeman, Hopkins and Patricia Arlotte agreed to take part.

21. Members are requested to consider and formally agree the content set out in **Appendix 2**.

Young People who are educated other than at School (EOTAS) and what factors could lead to them becoming vulnerable to criminal exploitation Inquiry

22. At the work programming forum, the Committee also agreed to undertake an in-depth Inquiry on the above issue during the next 12 – 18 months, commencing in November 2022.

23. The Inquiry is currently being scoped out for consideration, and further details will emerge following first meeting of the Task & Finish Group. This will be reported back to full committee in due course.

24. At the work programming forum, Members agreed the following:

Basic Framework, to include the following:

- Those excluded, on reduced timetables or not in education, employment or training (NEET)
- School Leavers
- Those in care/placements/on the child protection register (CPR)/placed Out of county
- Those not on radar/hard to reach (home schooling etc)
- Those with Additional Needs, Complex Needs, Autism etc
- Those with adverse childhood experiences (ACE's)
- Those with mental health issues
- Those living in care, supported accommodation and independently

The following could also be considered as part of the Inquiry

- The Care Leaver Transition process
- What impact Contextual Safeguarding has on a young person's life – where young people live; what they experience in their community etc.
- The need for effective wraparound for Children and young people AND their families
- Effectiveness of the Cardiff Commitment; Into Work Services; apprenticeships etc

- The Youth Justice Service
- Role and effectiveness of Vulnerable Assessment Profiling and the VAP Panel in Cardiff
- Role of Partners
- Ensuring links are in place between arrangements such as Safeguarding and Community Safety
- Prevention and Early Intervention
- Youth Services – prevention care and support
- Care Services
- Youth Justice Services
- The impact of the removal profit from care for these young people.

25. Members are requested to consider and formally agree this Inquiry to commence. Councillors Bridgeman, Hopkins and Ferguson-Thorne have expressed an interest in being part of this Inquiry. If any further Members wish to take part, please could they let the Chair know at this meeting. A nomination for an external co-optee to join the Inquiry Task & Finish Group is also currently being sought.

Final prioritisation and rationalisation

26. Members are invited to consider whether any further amendments are required to the draft work programme calendar attached at **Appendix 1**. Members are reminded of the need to retain some flexibility in the work programme to enable new items to be added to the work programme during the year, as necessary.

27. Members are also reminded the aim is to balance the work programme to enable Scrutiny Committees to have a clear input into the development of the main policies and strategies that form the Council's policy framework, comment on operational and service delivery issues, identify potential improvements and savings, highlight good practice and reflect the voice and concerns of the public.

Forward Work Plan October 2022 – January 2023

28. As part of the Council's response to the Wales Audit Office report '*Overview and Scrutiny - Fit for the Future?*' (July 2018), the Head of Democratic Services has introduced publication of the Committee's "Forward Work Plan" (FWP) on the Council's internet site.¹

29. The next published FWP will cover the period October 2022 – December 2022. At this meeting, Members are asked to consider the information set out in **Appendix 3** and agree for this to be published, subject to any amendments agreed at this meeting.

Way Forward

30. Members will have the opportunity to discuss the information provided in **Appendices 1, 2 and 3** and agree whether any amendments are required.

31. Members are also required to consider and formally agree the two Task & Finish Groups set out in paragraphs 17-25 above, as well as Appendix 2.

Legal Implications

32. 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

¹ Available at: <http://cardiff.moderngov.co.uk/mgListPlans.aspx?RPId=142&RD=0&LLL=0>

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

33. 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:

1. Consider the contents of **Appendix 1** and agree any amendments required to these and to the draft work programme and thus approve a final work programme;
2. Consider the scope for the proposed rolling SOP T&F Group, set out in **paragraphs 17-21** and **Appendix 2**, and agree any amendments required;
3. Formally agree to commence the EOTAS Inquiry T&F Group, set out in **paragraphs 22-25 above**, and agree any amendments required; and
4. Consider the Committee Forward Work Plan attached at **Appendix 3**, agree any amendments required and approve for publication on the Council's internet.

DAVINA FIORE

Director of Governance & Legal Services

12 October 2022