

Name of Audit	Audit Recommendations	Action	Progress	Lead Officer	Action Date
2021 Estyn Inspection	R1 Improve counselling services for children and young people	Finalise Inclusion Service Improvement Plan	<ul style="list-style-type: none"> • An Inclusion Service Improvement Plan is now in place and a Schools Based Council Service (SBCS) Manager has now been appointed. • Ongoing work with our schools to create effective counselling spaces and regular review of referral process is now in place. • There has been improvement in the quality and availability of clinical supervision. • The Local Authority continues to assess and improve the capacity to provide counselling for particular groups and a recruitment process is being undertaken. • Ongoing analysis and feedback to schools ensures effective use counselling spaces and attendance of young people engaged with the Schools Based Counselling Service. • Work is also underway in schools and settings to reduce instances of lost sessions due to staff absence. • The SBCS is committed to increasing its capacity to provide counselling through a continued recruitment drive. 	Mel Godfrey, Chris Alders	April 2022
		Appoint SBCS Services Manager			May 2022
		Work with schools and settings to provide an effective counselling space and to improve the referral process;			Sept 2022
		Improve the availability and quality of clinical supervision			July 2022
		Continue to assess and improve capacity to provide counselling for particular groups.			July 2022
		Work with schools and settings to ensure the attendance of young people engaged in counselling			July 2022

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		Provide access to a school based counselling service where lost sessions due to staff absence are minimised			July 2022
		Interim Report on the performance of the school based counselling service 09/21 – 07/22 to be submitted to the Director of Education			Sept 2022
2021 Estyn Inspection	R2 Improve the quality of self-evaluation at service and team levels across the directorate	Finalise 2022-23 Directorate Delivery Plan.	<ul style="list-style-type: none"> • The Education Directorate has committed to improving its self-evaluation processes via steps in the Directorate Delivery Plan and now has comprehensive team plans in place . • All staff at every level within Education and Lifelong Learning have finalised Personal 6 month objective Review. • The School Organisation and Planning department are currently looking at options to resource this step to improve the self-evaluation and planning processes within SOP respective teams. • The Performance and Governance team collates monthly data from Attendance and Wellbeing colleagues as well as school exclusions (Permanent Exclusions and Fixed Term Exclusions) and school admissions data. • This enables us to accurately monitor the demand on specialist services as well as trends and patterns in areas 	Mel Godfrey, Richard Portas, Suzanne Scarlett, Natalie Stork, Sian Cadwalladr, Lee Patterson, Education Management Team	June 2022
		Complete set of team plans for 2022-23.			August 2023

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		<p>Finalise 2022-23 PPDR objectives. <i>Improve compliance and quality.</i></p> <p>Team evaluation / reviews scheduled for EMT throughout 2022-23.</p> <p>Explore outcomes & benefits of SOP programme.</p> <p>Collect data from all schools on bullying and positive handling, to analyse or address concerns.</p> <p>Develop service performance data to be shared with EMT systematically including demand on specialist services.</p> <p>Embed the use of Child Rights Impact Assessments across the Directorate.</p>	of concern.		<p>June 2022</p> <p>August 2023</p> <p>October 2022 – Band B wrap up</p> <p>October 2022</p> <p>July 2022</p> <p>August 2023</p>
2021 Estyn Inspection	R3 Ensure that the work of the regional consortium is focused appropriately	Ensure that the work of the Regional Consortium is focused appropriately on Cardiff's Strategic priorities – to drive continuous school	<ul style="list-style-type: none"> The Education and Lifelong Learning Directorate is progressing work on creating an approach to collate 'School on Page' breakdown for in-depth information and data for each individual school. In conjunction with Central South Consortium (CSC) the 	Mike Tate	May 2022

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	on Cardiff's strategic priorities	improvement and improved outcomes for learners.	<p>Schools Causing Concern (SCC) and All Schools Risk (ASR) meetings feed into the Information Systems Team 'School on a page' reports which are then reviewed regularly by the Education Management Team.</p> <ul style="list-style-type: none"> All Schools Risk and Schools Causing Concern are meetings jointly led by CSC and LA Education Officers to support and monitor all schools across the city, SCC meets twice per term to monitor and provide support to schools facing more complex issues, requiring bespoke support. ASR convenes once per term to hold a systematic review of all elements of each of our 127 schools with the CSC Improvement Partner assigned to each school also in attendance. A new mechanism to All Schools Risk process, is an additional column reviewing progress of each schools progress their rollout and development of the new Curriculum for Wales. Regular Cardiff Performance meetings are taking places between the CSC and the LA to review ongoing performances and relationships 		
		Further develop All School Risk Meetings and outcomes.			July 2022
		Develop an at a glance risk profile for Cardiff Schools.			September 2022
		Cardiff performance meetings track progress.			October 2022
2021 Estyn Inspection	R4 Ensure clear strategic leadership and	Establish robust data sets in accordance with the Welsh Workforce	<ul style="list-style-type: none"> As part of the Welsh in Education Strategic Plan (WESP) the Schools Organisation and Planning department have established robust data sets in accordance with the Welsh 	Michele Duddridge-Friedl, Richard	September 2022

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	oversight of the development of Welsh-medium education	Plan to support development of action plans by the end of 2022 to achieve outcomes.	<p>Workforce Plan to support development of action plans by the end of 2022 to achieve outcomes, this is on track for completion in December 2022.</p> <ul style="list-style-type: none"> Subgroups to develop implementation plans have all met and are working through actions as outlined in the WESP. The WESP subgroups and working group meetings have been in place from Sept 2022, 5 groups in total to review and work on the 7 points outlined in the WESP document, action plans were submitted to Welsh Government (WG) in December 2022. 	Portas	
		Establish WEF sub groups to develop action plans and monitor progress.			September 2022
		Develop action plan to enhance promotion of Welsh language learning to increase uptake of Welsh-medium opportunities through campaigns and development of literature that broaden awareness to less represented groups and wider understanding of the benefits of being bilingual.			January 2022
		Progress feasibility and proposals for expansion of Welsh-medium provision through			October 2022

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		appropriate funding sources incl. Band B, LDP and Welsh capital (ALN, early years/childcare, primary and secondary).			
		Secure funding for expansion of Welsh Immersion Centre and training for schools to support appropriate language patterns and retention across the sector and a greater number of learners encouraged to transfer into Welsh-medium.			September 2022
		Develop the dual language model for implementation at Groeswen Primary.			December 2022
		Develop action plan to support improved transfer rates through the key stages by Dec 2022.			July 2023
		Develop an action plan to improve range of Welsh-medium options at KS4/5.			December 2022
		Develop an action plan to take account current ALN young people in and			July 2023

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		entering WM provision in Cardiff and identify proposals to grow the provision available appropriately and sustainably.			
		Develop workforce development action plan with Welsh Government and partners to support sustainable growth of the fluent Welsh education workforce as well as development of Welsh language skills in all teaching and learning staff in English-medium schools to enable comprehensive delivery of Curriculum 2022			July 2023
		Consider strategic leadership governance alongside Bilingual Cardiff.			July 2023