

**CYNGOR CAERDYDD
CARDIFF COUNCIL**

CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE

10 SEPTEMBER 2024

COMMITTEE BUSINESS REPORT

Purpose of Report

1. This report updates Members on a range of issues relating to the Children & Young People Scrutiny Committee. This report sets out the following:
 - A correspondence update arising from recent scrutiny meetings.
 - A correspondence tracker proposal
 - Links to relevant papers from other Council Committees
 - Links to recent Inspection Reports
2. Members are requested to note that Work Programming and updates on Task & Finish Groups are usually included as part of this report. For this meeting, they are under a separate agenda item entitled "CYPSC Work Programme 2024/25".

Correspondence Update

3. 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:

June 2024

- *Response Awaited* – Cllr Merry - Provision for Children & Young People with Additional Learning Needs (ALN)

Please note that this letter also requested that responses be provided to the following awaited responses. Updates as follows:

February 2024

- *Response received* – Cllr Merry - Cardiff Education: Collaboration and Federation Strategy

March 2024

- *Response received* – Cllr Merry - School Organisation Planning: ALN Post Consultation & Admissions Arrangements 2025/26

4. 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*'.

Correspondence Tracker Proposal

5. At the committee's work programming forum on the 15 August 2024, Members considered a number of options to improve the output and impact of the committee. Whilst considering issues around responses arising from the Chair's letter, Members noted that, for formal recommendations arising from this committee, there is a scrutiny recommendations tracker, and agreed that outputs from this should be reported to committee via this report.
6. However, much of the output from the committee tended to be requests for further information/data, clarification of issues, and seeking assurances on issues arising from the meeting. In addition, Members stated that in some

instances, responses to Chair's letters were taking a long time to be responded to.

7. To try and address these issues, it is being proposed that, in addition to the updates outlined in paragraphs 3 and 4 above, that a log be developed to allow Members to track:
 - The formal recommendations set out in scrutiny letters
 - Requests for additional information, data, clarification requests, and assurances requested
 - The timescales taken for responses to the Chair's letter.

8. The aim is for Members of the committee to not only reflect on issues they have raised via the Chair's letter, but also review the quality of the response received. Conversely, it will also be a chance for Members to have a reference point for what requests they have made and limit repeated requests if they have already been responded to satisfactorily.

9. If agreeable to proceed, Members will start receiving (via this report) a log of all publicly available correspondence from this committee which can be reported along with any correspondence updates. The Chair and scrutiny officer will develop an outline system and Members will have the opportunity to comment on it at the next meeting. This could include the following:
 - The log could be set out as a simple table
 - The contents could give a summary of the issues raised by Members of this committee in the Chair's letter and given a unique reference number.
 - The log will contain the full response from Cabinet to each issue.
 - The log will contain the date of the Chair's letter and the date of the response
 - A review will be undertaken by the Chair and scrutiny officer to cross check the response to issues raised.

- The log will be reported to committee at an appropriate period (monthly/quarterly etc), and Members will have the opportunity to cross check the response against the issue raised at formal committee.
- Arising from this, any gaps or unsatisfactory responses will be followed up and reported to a later committee.
- Any requests and corresponding responses satisfactorily responded to will be removed from the log but kept on file should any retrospective checks be required at a later date.

10. Members will be requested to consider whether they wish for this to proceed. If Members are satisfied with current arrangements of copies of letters being sent to them via email, and a correspondence update brief (as per paragraphs 3 and 4 of this report) deemed sufficient, this will be adhered to.

CYPSC-related Items considered by other Council Committees:

11. The following Council committees have considered issues that may be of interest to Members and the work of this committee. Links to the relevant committee pages and an appropriate agenda title is listed. If Members have any comments, concerns or issues they wish to raise from these committees, there will be an opportunity to do so at this meeting.

Corporate Parenting Advisory Committee – 24th June 2024

Link: [Agenda for Corporate Parenting Advisory Committee on Monday, 24th June, 2024, 3.00 pm : Cardiff Council \(moderngov.co.uk\)](#)

Agenda Items:

- Update on Virtual School
- Cardiff Commitment Project and targeted support for Children Looked After
- Children's Services Update on Children Placed Out of Area

- Children’s Services Update on Work Undertaken to Keep Children in Cardiff
- Young Persons Gateway Update
- Cardiff & Vale Health Board Update - Children Looked After and placed ‘out of area”
- Radical Reform Update from Voices from Care Cymru
- Forward Work Plan and Member Visits

Governance & Audit Committee – 9 July 2024

Link: [Agenda for Governance and Audit Committee on Tuesday, 9th July, 2024, 2.00 pm : Cardiff Council \(moderngov.co.uk\)](#)

Agenda Items include:

- Financial Update including Resilience Issues
- Internal Audit Annual Report 2023/24
- Audit Wales - Annual Audit Plan 2024
- Corporate Risk Management (Year-End)

Please note that outputs from any internal audits applicable to this committee will be detailed in future committee business reports.

Economy & Culture Scrutiny Committee – 17 July 2024

Link: [Agenda for Economy & Culture Scrutiny Committee on Wednesday, 17th July, 2024, 11.00 am : Cardiff Council \(moderngov.co.uk\)](#)

Agenda Items Include:

- Cardiff Football Facilities Strategic Framework (*link with CYPSC “Sport for All” item?*)

Policy Review & Performance Scrutiny Committee – 17 July 2024

Link: [Agenda for Policy Review and Performance Scrutiny Committee on Wednesday, 17th July, 2024, 4.30 pm : Cardiff Council \(moderngov.co.uk\)](#)

Agenda Items include:

- Budget Strategy 2024/25, MTFP & Outturn Report 2023/24

External Inspection Reports

Care Inspectorate Wales:

- Joint Inspectorate Review of Child Protection Arrangements (JICPA): Cardiff 2024 (published May 2024)
 - Link English: [Joint Inspectorate Review of Child Protection Arrangements \(JICPA\): Cardiff 2024 | Care Inspectorate Wales](#)
 - Cymraeg: [Adolygiad ar y Cyd gan Arolygiaethau o Drefniadau Amddiffyn Plant \(JICPA\): Caerdydd 2024 | Arolygiaeth Gofal Cymru](#)

Estyn – as at end of August 2024

- Kitchener PS – inspected June 2024 - [Inspection report Kitchener Primary School 2024 \(gov.wales\)](#) (English only)
- The Court SS – inspected June 2024 - [Inspection report The Court Special School 2024 \(gov.wales\)](#) (English only)
- Ysgol Pen Y Pil – inspected June 2024 - [Inspection report Ysgol Pen y Pil 2024 \(gov.wales\)](#)/ [Rhieni a gofalwyr - Adroddiad arolygiad Ysgol Pen Y Pil 2024 \(llyw.cymru\)](#)
- Ysgol Bro Eirwg – inspected June 2024 - [Inspection report Ysgol Bro Eirwg 2024 \(gov.wales\)](#)/ [Ysgol Bro Eirwg \(llyw.cymru\)](#)

Way Forward

12. During the meeting, Members will have the opportunity to;
- Note the correspondence update arising from recent scrutiny meetings.
 - Consider and agree whether they wish to implement the correspondence tracker proposal
 - Note (and consider) links to relevant papers from other Council Committees
 - Note (and consider) links to recent Inspection Reports

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:

1. Note the correspondence update arising from recent scrutiny meetings.
2. Consider and agree whether they wish to implement the correspondence tracker proposal.
3. Note the links to relevant papers from other Council Committees and raise any issues arising from them.
4. Note the links to recent Inspection Reports from Care Inspectorate Wales and Estyn and raise any issues arising from them.

DEBBIE MARLES

Director of Governance & Legal Services

4 September 2024