

Meeting of:	Learning and Culture Scrutiny Committee
Date of Meeting:	Thursday, 19 September 2019
Relevant Scrutiny Committee:	Learning and Culture
Report Title:	1st Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2019/20
Purpose of Report:	To report progress on the Scrutiny recommendations and to confirm the Committee's work programme for 2019/20
Report Owner:	Rob Thomas, Managing Director
Responsible Officer:	Gareth Davies, Democratic and Scrutiny Services Officer, 01446 709856
Elected Member and Officer Consultation:	None
Policy Framework:	This report is in accordance with the recommendations of the WAO Democratic Renewal report and acknowledges the recommendations of the review of the Council's scrutiny function
<p>Executive Summary:</p> <ul style="list-style-type: none"> • The report advises Members of progress in relation to the Scrutiny Committee's recommendations and confirms the updated Work Programme Schedule for 2019/20: <ul style="list-style-type: none"> - 1st Quarter April to June 2019 (Appendix A) - Updated Work Programme Schedule for 2019/20 (Appendix B). 	

Recommendations

1. That the views of the Committee on the status of the actions listed in Appendix A to the report be sought.
2. That the updated Work Programme Schedule attached at Appendix B be considered, approved and uploaded to the Council's website.
3. That a Sub-Group made up of a minimum of 4 Members be formed to undertake a mini-review into one or all of the following topics:
 - Review on School Proms and the impact that these may be having on pupil's emotional wellbeing (20 Jun 19: Min No 71)
 - Affordability of School Uniforms (20 Jun 19: Min No 71)
 - Consideration of the affordability and accessibility of out of school activities (20 Jun 19: Min No 71)
 - Pastoral care available in schools (20 Jun 19: Min No 71)

Reasons for Recommendations

1. To maintain effective tracking of the Committee's recommendations.
2. For information.
3. To form a Sub-Group to undertake mini reviews into priority areas.

1. Background

- 1.1 An integral part of effective scrutiny is a mechanism for Scrutiny Committees to monitor their recommendations to ensure that desired actions are carried out and where necessary progress is reported back.
- 1.2 The Work Programme Schedule provides a breakdown of reports anticipated to be considered by the Scrutiny Committee over the forthcoming months.

2. Key Issues for Consideration

- 2.1 Appendix A attached to this report sets out the recommendations of the Scrutiny Committee and Members are requested to review progress against each recommendation, to assess whether further action may be required, ensure the required action is undertaken and to confirm which recommendations are to be agreed as completed.
- 2.2 It is important that decision of Scrutiny Committees are tracked and monitored as failure to do so could result in a risk that recommended courses of action will not be followed and consequently lost. This would undermine the credibility of the scrutiny process.

- 2.3** Members are also requested to confirm approval of the updated Scrutiny Committee Work Programme Schedule attached at Appendix B, it being noted that the schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.
- 2.4** The Work Programme has been aligned to the Cabinet Forward Work Programme. The Scrutiny and Cabinet Roles and Responsibilities Protocol Point 7.6 states it is essential that the Cabinet Work Programme is taken into account when Scrutiny Committees are drawing up their own Work Programmes and also details reports that have been requested by the Scrutiny Committee together with items that require regular monitoring and scrutiny. Other reports will be added to the schedule as and when necessity arises. The schedule will also detail Requests for Consideration that have been received and the consideration given by officers of the likely date they can be reported to the relevant Committee. With regard to Call-in Requests that are made following decisions of Cabinet, as these are required to be dealt with within 20 working days of a Cabinet decision (as per the Council's Constitution), they will be included within the Programme as and when received.
- 2.5** In response to the recent Wales Audit Office review into Scrutiny, the Council has aimed to deliver an annual scrutiny-driven issues planning process for each Scrutiny Committee. The Committee is therefore asked to closely consider its forward work programme (attached at Appendix B) by identifying:
- The specific areas of interest for the committee;
 - How to engage stakeholders (including ward members and the public);
 - The most appropriate forms of scrutiny for each (e.g. 'task and finish', expert witnesses, site visits, joint approaches to scrutiny etc.);
 - The issues where scrutiny can have the most impact and value to be gained from consideration
- 2.6** Members are requested to consider whether a Sub-Group should be formed in order to conduct a mini review into one or all of the following items on the Committee's Work Programme:
- Review on School Proms and the impact that these may be having on pupil's emotional wellbeing (20 Jun 19: Min No 71)
 - Affordability of School Uniforms (20 Jun 19: Min No 71)
 - Consideration of the affordability and accessibility of out of school activities (20 Jun 19: Min No 71)
 - Pastoral care available in schools (20 Jun 19: Min No 71)
- 2.7** If agreed it is suggested that the Sub-Group to be formed of a minimum of 4 Members.
- 2.8** Discussions in relation to broadening the Work Programmes of all Scrutiny Committees will be subject to further consideration by the Scrutiny Committee Chairmen and Vice-Chairmen Group having regard to resource implications and corporate priorities.

- 2.9 The Work Programme can also be found on the Council's website at the following link: https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/scrutiny/scrutiny_committees.aspx

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 The Scrutiny Committees have a responsibility to report annually to the Council their future work programmes.
- 3.2 Scrutiny Committee forward work programmes are published by the Council which encourages engagement / involvement by the public in the decision making process.
- 3.3 The Scrutiny Public Participation Guide can be found at <https://www.valeofglamorgan.gov.uk/Documents/Our%20Council/Scrutiny/Guidance/Public-Scrutiny-Booklet.pdf>
- 3.4 The Scrutiny work programme provides details of the reports / items proposed to be considered by the Committee over the coming year.

4. Resources and Legal Considerations

Financial

- 4.1 None as a direct result of this report.

Employment

- 4.2 None as a direct result of this report.

Legal (Including Equalities)

- 4.3 None as a direct result of this report.

5. Background Papers

Relevant Scrutiny Committee and Cabinet minutes.

Uncompleted Recommendations

1st Quarter 2019-20

April – June 2019

SCRUTINY DECISION TRACKING FORM LEARNING AND CULTURE SCRUTINY COMMITTEE				
Scrutiny Decision (add Minute, Dates and any Ref Number)	Committee/Task and Finish	Lead Officer(s) to Take Action	Progress/Action Taken	Status
09 April 2019				
Min. No. 923 – Welsh Public Library Standards Performance 2017-2018 (DLS) – Recommended	Learning & Culture			
(4) That a letter of thanks be forwarded by the Chairman on behalf of the Committee to the Library Service as outlined above.			Letter sent 9 th May 2019.	Completed
(5) That the report be referred to Cabinet for its consideration.			Cabinet, on 17 th June, 2019, resolved - [1] That the Annual Return for 2017-2018 to be submitted to the Welsh Government at Appendix A to the report be endorsed. [2] That the performance of the Library and Information Service in relation to the quality framework for Welsh Public Libraries be noted. [3] That the new National Performance Indicator for Libraries be noted. [4] That a letter be sent to the Welsh Government Minister advising that future performance indicators should take account of new working practices such as 'Open Plus' and should also include greater recognition of the work of volunteers. (Min. No. C6 refers)	Completed
20 June 2019				
Min. No. 70 – Summary Of School Inspection Reports For Spring Term 2018 (DLS) – Recommended	Learning & Culture			
(2) That the Chairman on behalf of the Committee write a letter of congratulations to Cowbridge Comprehensive School.			Letter sent 16 th July 2019.	Completed
Min. No. 71 – 4th Quarter Scrutiny Decision Tracking Of Recommendations And Proposed Work Programme Schedule 2019/20 (MD) – Recommended	Learning & Culture			
(2) That subject to the inclusion of the following item of business, the work programme scheduled attached at Appendix C be approved and uploaded to the Council's website, the additions being as listed above.			Work programme amended and uploaded to the Council's website.	Completed

APPENDIX B

LEARNING AND CULTURE SCRUTINY COMMITTEE
FORWARD WORK PROGRAMME 2019-20

MONTH	REPORT TITLE
19 th September, 2019	<ul style="list-style-type: none"> • *CFWP - Annual Corporate Safeguarding Report: 2018/19 – Cabinet: 29th July, 2019. • Support for Carers in the Vale of Glamorgan – Healthy Living and Social Care Scrutiny Committee: 18th June, 2019. • Governor Training Report for the 2018/19 Academic Year. • Work programme schedule and 1st Quarter decision tracking
17 th October, 2019	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • *CFWP – Q1 2019/20 Performance Report • Scrutiny Committees’ Draft Annual Report
14 th November, 2019	<ul style="list-style-type: none"> • Work programme schedule and 2nd Quarter decision tracking
12 th December, 2019	<ul style="list-style-type: none"> • *CFWP – Initial Capital Programme Budget Proposals • *CFWP – Initial Revenue Programme Budget Proposals • Q2 2019/20 Performance Report • Corporate Safeguarding Mid-Year Report (reference from Cabinet)
16 th January, 2020	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • Improvement Objectives Part 1 / Corporate Plan • Work programme schedule and 3rd Quarter decision tracking
13 th February, 2020	<ul style="list-style-type: none"> • Vale of Glamorgan Schools Performance Report - CSC
19 th March, 2020	<ul style="list-style-type: none"> • *CFWP – Revenue and Capital Monitoring • *CFWP – Council Annual Self-Assessment • *CFWP – Vale of Glamorgan Wellbeing Objectives and Improvement Plan Part 1 • Q3 Performance Reporting 2019/20 • Corporate Plan Annual Delivery Plan (including Service Plans and Target Setting)
23 rd April, 2020	<ul style="list-style-type: none"> • Work programme schedule and 4th Quarter decision tracking
May 2020	<ul style="list-style-type: none"> •

** CFWP - Cabinet Forward Work Programme (annual / quarterly)

Other reports requested by Committee to be added into schedule as and when available.

To be reported Annually

1. Young Carers Annual Update (19 Jun 18: Min No 99)
2. Youth Engagement and Progression 12 month progress report (16 Oct 18: Min No 431) – **Position statement to be emailed to Members**

To be reported Biannually (twice a year)

3. Reports on attendance to be submitted to the Committee on a termly basis. **(reports to be presented biannually – mid-term and end of year) (2 per year) – Position statement to be emailed to Members**

To be reported as and when available

4. Examples of good practice in schools to be presented to Committee when available **Also target schools with excellent Estyn judgements and presentations from schools on how the new curriculum is being developed and implemented.**
5. Central South Consortium Business Plan updates as available
6. CYPS Commissioning Strategy and Action Plan six monthly updates. **The Strategy is currently being reviewed and will be reported on a future agenda when available**
10. School Balances update reports including detail in relation to the schools
11. Update reports with regard to any future innovations considered for the Library Service in the Vale of Glamorgan (14 Nov 16: Min No 526)
12. School Performance Reports (Foundation Phase, KS2-5) (12 Feb 18: Min No 691)
13. Pupil Referral Unit Update – Reference from Cabinet (17 Jul 18: Min No 185)
14. Additional Learning Needs Regional Implementation Plan update re progression (13 Nov 18: Min No 481)
15. Issues in relation to e-FSM and FSM on Key Stage 4 and use of the Pupil Deprivation Grant (11 Dec 18: Min No 579)
16. Report on school buildings in the primary sector (12 Feb 19 – Min. No. 739)
18. Presentation by Menter Bro Morgannwg
18. Welsh Standards Annual Monitoring Report
19. *CFWP – Reshaping Services Review
20. *CFWP – Catering Reshaping
21. *CFWP – Arts Central
22. Follow up work on the T&F Review into the Provision of Sanitary Products at Secondary Schools (20 Jun 19: Min No 71)
23. Report on maintenance and upgrades for all schools across the Vale (20 Jun 19: Min No 71)

** CFWP - Cabinet Forward Work Programme (annual / quarterly)

Possible review work by Sub-Group

24. Review on School Proms and the impact that these may be having on pupil's emotional wellbeing (20 Jun 19: Min No 71)
25. Affordability of School Uniforms (20 Jun 19: Min No 71)
26. Consideration of the affordability and accessibility of out of school activities (20 Jun 19: Min No 71)
27. Pastoral care available in schools (20 Jun 19: Min No 71)

Requests for Consideration

Museum Provision in the Vale of Glamorgan – Councillor Dr. I.J. Johnson

N.B. The schedule is a proposed list of items for consideration and may be subject to change depending on prevailing circumstances.

** CFWP - Cabinet Forward Work Programme (annual / quarterly)