

Meeting of:	<b>Learning and Culture Scrutiny Committee</b>
Date of Meeting:	<b>Thursday, 14 November 2019</b>
Relevant Scrutiny Committee:	Learning and Culture
Report Title:	2nd 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"> <li>• 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"> <li>- 2nd Quarter July to September 2019 (Appendix A)</li> <li>- Updated Work Programme Schedule for 2019/20 (Appendix B).</li> </ul> </li> </ul>	

## **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.

## **Reasons for Recommendations**

1. To maintain effective tracking of the Committee's recommendations.
2. For information.

## **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 deal 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** 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.

**2.7** 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](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

2<sup>nd</sup> Quarter 2019-20

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

18 July 2019				
<b>Min. No. 170 – Support for Carers in the Vale of Glamorgan (REF) – RECOMMENDED</b>	Learning & Culture			
That the Cabinet reference and report regarding Support for Carers in the Vale of Glamorgan be deferred to the next meeting scheduled for September.			Report considered by the Scrutiny Committee at its meeting held on 19 <sup>th</sup> September 2019.	Completed
<b>Min. No. 171 – Closure of Accounts 2018/19 (DLS) – Recommended</b>	Learning & Culture			
(2) That information regarding the number and duration of vacant posts within the Directorate of Learning and Skills be circulated to Members of the Scrutiny Committee.			Not possible to accurately extract the information requested. For example vacancies were shown in relation to a number of Youth Service posts which were never filled. This would be misleading as the service was re-structured so, the posts no longer existed	Completed
19 September 2019				
<b>Min. No. 305 – Support for Carers in the Vale of Glamorgan (REF) – Recommended</b>	Learning and Culture			
(2) That the Scrutiny Committee receives a further update for its meeting in February 2020.			Added to work programme schedule.	Completed
<b>Min. No. 307 – 1<sup>st</sup> Quarter Scrutiny Decision Tracking of Recommendations and Updated Work Programme Schedule 2019/20 (MD) – Recommended</b>	Learning and Culture			
(3) That a Sub-Group be formed to undertake a review into the affordability of education.			Scoping of exercise underway.	Ongoing

**LEARNING AND CULTURE SCRUTINY COMMITTEE**  
**FORWARD WORK PROGRAMME 2019-20**

<b>MONTH</b>	<b>REPORT TITLE</b>
14 <sup>th</sup> November, 2019	<ul style="list-style-type: none"> <li>• Draft Vale of Glamorgan Council Corporate Plan 2020-25 (reference from Cabinet)</li> <li>• Welsh Government's Strategic Equality Objectives - Draft Consultation Response</li> <li>• Summary of School Inspections for Summer Term 2019</li> <li>• Work programme schedule and 2<sup>nd</sup> Quarter decision tracking</li> </ul>
5 <sup>th</sup> December, 2019	<ul style="list-style-type: none"> <li>• Proposal to increase the number of primary school places in Cowbridge to meet the increased demand as a result of recent and proposed housing developments through the amalgamation of Y Bont Faen Primary School and Cowbridge Comprehensive School (reference from Cabinet)</li> <li>• Initial Capital Programme Budget Proposals</li> <li>• Initial Revenue Programme Budget Proposals</li> <li>• Q2 2019/20 Performance Report</li> </ul>
16 <sup>th</sup> January, 2020	<ul style="list-style-type: none"> <li>• Request for Consideration - Museum Provision in the Vale of Glamorgan - Councillor Dr. I.J. Johnson</li> <li>• Corporate Safeguarding Mid-Year Report (reference from Cabinet)</li> <li>• *CFWP – Revenue and Capital Monitoring</li> <li>• Improvement Objectives Part 1 / Corporate Plan</li> <li>• Work programme schedule and 3<sup>rd</sup> Quarter decision tracking</li> </ul>
13 <sup>th</sup> February, 2020	<ul style="list-style-type: none"> <li>• Vale of Glamorgan Schools Performance Report – CSC</li> <li>• Support for Carers in the Vale of Glamorgan</li> </ul>
19 <sup>th</sup> March, 2020	<ul style="list-style-type: none"> <li>• *CFWP – Revenue and Capital Monitoring</li> <li>• *CFWP – Council Annual Self-Assessment</li> <li>• *CFWP – Vale of Glamorgan Wellbeing Objectives and Improvement Plan Part 1</li> <li>• Q3 Performance Reporting 2019/20</li> <li>• Corporate Plan Annual Delivery Plan (including Service Plans and Target Setting)</li> </ul>
23 <sup>rd</sup> April, 2020	<ul style="list-style-type: none"> <li>• Work programme schedule and 4<sup>th</sup> Quarter decision tracking</li> </ul>
May 2020	<ul style="list-style-type: none"> <li>•</li> </ul>

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

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

**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)

**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)**

**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**
7. School Balances update reports including detail in relation to the schools
8. Update reports with regard to any future innovations considered for the Library Service in the Vale of Glamorgan (14 Nov 16: Min No 526)
9. School Performance Reports (Foundation Phase, KS2-5) (12 Feb 18: Min No 691)
10. Pupil Referral Unit Update – Reference from Cabinet (17 Jul 18: Min No 185)
11. Additional Learning Needs Regional Implementation Plan update re progression (13 Nov 18: Min No 481)
12. 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)
13. Report on school buildings in the primary sector (12 Feb 19 – Min. No. 739)
14. Presentation by Menter Bro Morgannwg
15. Welsh Standards Annual Monitoring Report
16. \*CFWP – Reshaping Services Review
17. \*CFWP – Catering Reshaping
18. Follow up work on the T&F Review into the Provision of Sanitary Products at Secondary Schools (20 Jun 19: Min No 71)
19. Report on maintenance and upgrades for all schools across the Vale (20 Jun 19: Min No 71)
20. Pastoral care available in schools (20 Jun 19: Min No 71)

**Review work by Sub-Group**

21. Review on School Proms and the impact that these may be having on pupil's emotional wellbeing (20 Jun 19: Min No 71)
22. Affordability of School Uniforms (20 Jun 19: Min No 71)
23. Consideration of the affordability and accessibility of out of school activities (20 Jun 19: Min No 71)

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

**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)