

Education & Children Scrutiny Committee

Forward Work Programme 2016/17 Briefing Paper

23rd May 2016

1. Purpose of the briefing paper

The purpose of this paper is to inform the development of the Education & Children Scrutiny Committee forward work programme for 2016/17.

2. The purpose of the Forward Work Programme

Article 6.2 of the County Council's Constitution states that: "Each scrutiny committee is required to develop and publish an annual forward work programme, identifying issues and reports to be considered during the course of a municipal year".

The development of a work programme:

- Provides an opportunity for members to determine the priority issues to be considered by their scrutiny committee over the course of the next year.
- Provides a focus for both officers and members, and is a vehicle for communicating the work of the Committee to the public. The programme (see end of report) will be published on the council's website and will be updated on a quarterly basis – www.carmarthenshire.gov.uk/scrutiny – and sent to key stakeholders for information. It will also be updated on a quarterly basis.
- Ensures agreement of provisional agendas for scheduled scrutiny meetings within the council diary. The programme is a flexible document that can be amended to reflect additional meetings and agenda items during the course of the year.

This briefing paper makes reference to issues emerging from the Executive Board's Forward Work Programme, a review of key issues to emerge from the Committee's work over the past year, together with any uncompleted scrutiny business from the Committee. This information, together with standard scrutiny items (e.g. budget consultation reports and performance monitoring reports) has informed the development of the briefing paper which provides a broad outline of suggested areas for the Education & Children Scrutiny Committee to consider.

Members will recall that the Committee held an informal planning session on the 25th of April 2016 to consider the draft briefing paper and begin the process of formulating

the forward work programme for 2016/17. The outcome of this meeting is now presented to the Committee in this briefing paper for formal approval.

3. Membership and remit of the Committee

The Education & Children Scrutiny Committee has 18 members including 13 elected Council Members and 5 co-opted members with voting rights on educational matters (2 church representatives and 3 parent governors). The Committee covers the following service areas:

- Schools and Educational Standards
- Inclusion / Special Education Needs
- Community Education
- Children’s Services
- Youth Services
- Welsh language (in the community)
- Catering

4. Education & Children Scrutiny Committee Forward Work Programme

4.1 Performance & Progress Monitoring

Items within this section have been included to reflect the monitoring role of scrutiny and particularly to enable the Education & Children Scrutiny Committee to hold the Executive Board to account in key areas.

Included are standard scrutiny monitoring reports and monitoring of other key priority/risk areas that have been identified by the former scrutiny committees during last/previous years’ work programmes.

Item	Rationale	Frequency / Date
Performance Monitoring Reports	<p>This is a standard 6-monthly report which allows members to undertake their monitoring role in relation to the relevant departments’ services. The report also includes details of the compliments and complaints received by the relevant departments.</p> <p>Following agreement by the Scrutiny Chairs & Vice-Chairs Forum, all the scrutiny committees will now receive performance monitoring reports for quarters 1 and 3 from 2016/17 onwards.</p> <p>The end of year position will be captured as part of the Council’s Annual Report and Improvement Plan document.</p>	<p>Every 6 months – 17th June 2016, 22nd September 2016 and 15th March 2017</p>

Item	Rationale	Frequency / Date
Revenue / Capital Budget Monitoring Reports	This is a standard item which allows members to undertake their monitoring role of the departmental budget.	Quarterly – 17th June 2016 onwards
Actions & Referrals Updates	These quarterly updates provide details on progress made in relation to actions and requests from previous meetings.	Quarterly – 17th June 2016 onwards
Education & Children Scrutiny Committee Forward Work Programme 2016/17	The County Council's Constitution requires scrutiny committees to develop and publish annual forward work programmes that identify issues and reports to be considered during the course of the municipal year. Following the informal planning session held on 25th April 2016, this report will enable the Committee to confirm its Forward Work Programme for 2016/17.	23rd May 2016
Education & Children Scrutiny Committee Annual Report 2015/16	In accordance with Article 6.2 of the Authority's Constitution, each Scrutiny committee "must report annually to full Council on their workings and make recommendations for future work programmes taking account of resources available and amended working methods." This report will provide members with an overview of the Committee's work during 2015/16	17th June 2016
Annual report of the Director of Social Services 2015/16	The Director has a statutory requirement to make a report about Children's Services and this is presented to the Committee each year. The report will be considered at a joint-meeting with the Social Care & Health Scrutiny Committee.	23rd May 2016
11-19 Learning Network Update	The Committee has received regular updates on this service area during recent years and it is proposed that an update be included again in this year's work programme.	17th June 2016
Teacher Assessments and External Examination Results 2016	Performance in teacher assessments and external exams are some of the measures used to gauge the effectiveness of the county's schools. This report will enable the Committee to exercise its role in relation to performance of the Local Authority's schools. The Committee will also be able to consider the performance of the Local Authority in relation to regional and national performance.	Annually – 22nd September 2016

Item	Rationale	Frequency / Date
School Improvement Panel Annual Report 2015/16	<p>This Executive Board Member led Panel including ten non-Executive Members was introduced during 2014/15. A key activity of the Panel is to receive copies of every ESTYN school inspection report following their publication and to summon the Chair of Governors and Head Teacher of every school to appear before the Panel in order to hold the senior school leaders to account for the outcome of the inspection and any further action required, in response to it.</p> <p>Part of the Panel's Terms of Reference also requires it to produce an annual report on its activity for consideration by the Executive Board and the Education & Children Scrutiny Committee, to include any proposals or recommendations that the Panel considers could improve provision or performance.</p>	Annually – 22nd September 2016
School and Children's Settings Visits Activity Report 2015/16	This is an annual update report regarding the Committee's school and children's settings visits programme during the previous academic year.	Annually – 22nd September 2016
Education through Regional Working (ERW) Business Plan 2016/17 an Review of 2015/16	The Committee will have the opportunity to monitor the progress made by ERW during 2015/16 and its Business Plan objectives for 2016/17. The Committee has also requested details regarding the role of Challenge Advisors and examples of the types of interventions, their effectiveness and outcomes in terms of supporting schools improving standards and pupil attainments.	Autumn – Date to be confirmed
CSSIW Inspection, Evaluation and Review of Local Authority Social Services 2015/16	Care & Social Services Inspectorate Wales (CSSIW) annually reviews the Local Authority's performance in relation to Children's Services. This provides an opportunity for the Committee to scrutinise the Services' performance and consider the Authority's response to the report. As in recent years, this will be considered as part of a joint-meeting with the Social Care & Health Scrutiny Committee.	21st November 2016
ERW Inspection 2016 – ESTYN Report	The Education through Regional Working (ERW) Region is to be inspected by ESTYN in the summer of 2016. This item will provide the Committee with an opportunity to consider the	21st November 2016

Item	Rationale	Frequency / Date
	findings and recommendations of the ESTYN inspection report, once it is published.	
Welsh in Education Strategic Plan (WESP) 2014 – 2017	The Committee will have the opportunity to consider the WESP and progress towards achieving its aims and objectives in an annual update report.	22nd December 2016
National Literacy Tests Outcomes	This item will provide the Committee with an opportunity to consider and comment on the outcomes of the National Literacy Tests in Carmarthenshire.	22nd December 2016
School Performance & Achievement 2016	<p>The Committee will consider an analysis of quantitative and qualitative data in relation to the performance of schools during the 2015/16 academic year. The report will include:</p> <ul style="list-style-type: none"> • Annual Report on Standards & Outcomes (Teacher Assessments and Examinations, Attendance and Pupil Exclusions) • Outcomes of School Inspections • Developing values and skills for lifelong learning. <p>The report will also include how performance and standards in the county's schools compare with best performing schools across the ERW region.</p>	26th January 2017
Welsh Government Categorisation of Schools 2017	This information provides the Committee with an opportunity to consider the current position of the County's schools and areas for improvement. The categorisation information can be used by the Committee to scrutinise the performance of Carmarthenshire schools and the impact of the ERW Consortium, as well as challenge any under-performance.	Annually – 15th March 2017
Corporate Parenting & Safeguarding Panel Annual Report	The remit of this Panel was extended to include Safeguarding during 2014. Part of the Panel's terms of reference states that it must produce an annual report on its activity for consideration by the Executive Board and the Education & Children Scrutiny Committee, to include any proposals or recommendations that the Panel considers could improve provision or performance.	Annually – 24th April 2017

4.2 Policy Development / Policy Review

Scrutiny committees can play a key role in contributing to the development of new policies by having early input into the shaping of a policy and providing evidence based proposals for the Executive Board to consider. The Committee itself may also request to undertake a review of a particular policy or strategy. The Committee can also decide to undertake a review or develop a policy via a Task & Finish Group or as a Committee (over the course of 2-3 meetings).

Item	Rationale	Frequency / Date
MEP Biennial Review	This report will provide members an opportunity to comment on the review of the MEP Programme which is required every two years.	23rd May 2016
Draft Play Sufficiency Assessment	This item will provide the Committee with an opportunity to comment and make recommendations, as part of the consultation in relation to the Council's second Play Sufficiency Assessment.	23rd May 2016
Behaviour Services Review	This item will provide the Committee with an opportunity to comment and make recommendations in relation to the review of Behaviour Services.	21st November 2016
Additional Learning Needs (ALN) Reform – A Carmarthenshire response	This item will provide the Committee with an opportunity to comment and make recommendations in relation to Carmarthenshire's response to the reform of Additional Learning Needs provision. New legislation is expected during 2016/17.	21st November 2016
Draft Carmarthenshire Curriculum Declaration	At its meeting in January 2016, the Committee received a report relating to 'Paving the Way: A Strategic Review of 3 – 19 Curriculum and Assessment Arrangements in Carmarthenshire'. The proposals had been developed in order to implement the Donaldson (Successful Futures) recommendations, the Furlong Review and the New Deal in all the County's schools and special settings. Since this time, work has been on-going on the new curriculum and this further item will provide the Committee with an opportunity to comment and make recommendations in relation to the new (draft) Carmarthenshire Curriculum Declaration.	22nd December 2016

4.3 Pre-Decision Scrutiny

This section provides an opportunity for members to contribute to future decisions of the Executive Board and / or Council.

Item	Rationale	Frequency / Date
CCC Annual Report 2015/16 / Draft Improvement Plan 2016/17	The Local Government (Wales) Measure 2009 requires the Authority to publish an annual plan of its key improvement objectives and an assessment of how it has performed in the previous year. The Committee will consider the elements of the annual report and plan that are relevant to its remit to ensure that a balanced view is given regarding to the Authority's performance in relation to its key priorities.	23rd May 2016
MEP Proposal – Llangennech Infant & Junior Schools	This item will provide the Committee with an opportunity to consider and comment on the responses received in relation to the public consultation on the proposals for the Llangennech Infant and Junior schools.	23rd May 2016
MEP Proposal – Language Category of Bro Myrddin School	This report will outline the proposal to implement the change of language category at Bro Myrddin School to Welsh-medium. This item will provide the Committee with an opportunity to comment on and make recommendations in relation to the proposal.	17th June 2016
Youth Support Service Business Plan 2016/17	There is a statutory requirement for the Local Authority to submit a business plan to the Youth Justice Board on an annual basis outlining the delivery of the youth justice services.	Annually – 22nd September 2016
MEP Proposals for School Age Categories	This report will outline the proposal to seek permission to implement the amendment of the age categories of Pwll, Pembrey, Bynea and Betws CP Schools, as part of the next stage of this process. The Committee received the post-consultation reports on these proposals at its meeting in March 2016.	Autumn – Date to be confirmed
MEP Proposal – Llanedi School	At its meeting on the 9th March 2016, the Committee decided to defer making recommendations on this proposal until it had visited the school. A proposal to consult on the future of the school is scheduled to be presented to the Committee again in the Autumn.	Autumn – Date to be confirmed

Item	Rationale	Frequency / Date
MEP Proposal – Bancffosfelen School	At its meeting on the 9th March 2016, the Committee decided to defer making recommendations on this proposal until it had visited the school. A proposal to consult on the future of the school is scheduled to be presented to the Committee again in the Autumn.	Autumn – Date to be confirmed
MEP Proposal – Laugharne, Llanmiloe and Tremoilet	<p>At its meeting on the 9th March 2016, the Committee agreed to recommend to the Executive Board that a formal consultation process on the proposal be initiated during the summer term of 2016. However, at its meeting on the 21st March 2016, the Executive Board decided that consideration of initiating formal consultation on the proposal to discontinue Llanmiloe CP, Tremoilet VCP and Laugharne VCP Schools and to create a new area school, be deferred, to allow further information to be gathered and evaluated, and for officers to bring a subsequent report to the Education & Children’s Services Scrutiny Committee and Executive Board as soon as practicable thereafter.</p> <p>At its forward work programme planning session, the Committee requested that it also visit these schools, before considering the proposal to consult on the future of the schools once more in the Autumn.</p>	Autumn – Date to be confirmed
Revenue Budget Setting 2017/18 to 2019/20	To provide members with an opportunity to consider and comment on the budget settlement, departmental service budgets and efficiency savings proposals.	Annually – 22nd December 2016
Capital Programme Budget Setting 2017/18 to 2021/22	To provide members with an opportunity to consider and comment on the draft five-year capital programme.	Annually – 22nd December 2016

4.4 Investigative Scrutiny

This section reflects scrutiny's role in undertaking 'light-touch' or 'in-depth' reviews of particular service areas or themes. There are a number of reasons why scrutiny committees may want to undertake a review of this nature. These include:

- Concerns about performance evidenced by previous scrutiny reports, or concerns expressed by members of the public about a particular issue.
- The need to explore opportunities for further development of a service offered by better and improved working with partners etc.
- To assist in assessing the impact of new legislation or guidance.

Investigations may be carried out via Committee meetings or through an in-depth review conducted by a task and finish sub-group of the Committee.

Item	Rationale	Date
Task & Finish Group Final Report – Attainment Gap and eFSM Learners	The Committee established a task and finish group in 2015 in order to investigate the attainment gap between those learners who are eligible for free school meals and those who are not. This item will provide the Committee with an opportunity to consider the Group's findings and recommendations as part of the final report.	22nd September 2016
Elective Home Education	The Committee has raised concerns about Elective Home Education on many occasions during recent years. It had previously requested that this topic be considered during the past municipal year but this was deferred as officers were awaiting further guidance from the Welsh Government on the matter. Once a response is received from the Welsh Government, a report will be prepared for the Committee to consider in more detail.	To be confirmed

5.0 Development / Briefing Sessions

5.1 School and Children's Services Visits

The Committee has been undertaking a structured programme of visits to schools across the county for a number of years. These have allowed the Committee to gather information and develop greater understanding about issues in our schools.

The following dates have been arranged for school visits during the forthcoming municipal year:

Date	Time
Tuesday 24th May 2016	9:30am – 4:00pm
Tuesday 14th June 2016	9:30am – 4:00pm
Friday 1st July 2016	9:30am – 4:00pm
Tuesday 18th October 2016	9:30am – 4:00pm
Thursday 24th November 2016	9:30am – 4:00pm
Tuesday 14th February 2017	9:30am – 4:00pm
Friday 10th March 2017	9:30am – 4:00pm

During the past few years, the focus of these visits has gradually changed to the standards and performance of schools and members are provided with relevant information in advance of the visits. It is also intended to link the visits with the work of the School Improvement Panel to provide an additional 'reality check'.

Visit feedback meetings are also arranged, allowing members to discuss issues raised during the visits and these are shared as appropriate with the Executive Board Member, Director and Head of Education Services at regular meetings with the Chair and Vice-Chair.

5.2 Development Sessions

Development sessions will be arranged for the scrutiny committees during 2016/17, as and when they are requested. To date, a session on 'Fostering' has been suggested for all members during the forthcoming year.

6. Committee Meeting Dates 2016/17

Date	Venue	Time
Monday 23rd May 2016 <i>Joint meeting with Social Care & Health Scrutiny Committee</i>	County Hall Chamber	2:00pm
Monday 23rd May 2016	County Hall Chamber	2:30pm
Friday 17th June 2016	County Hall Chamber	10:00am
Thursday 22nd September 2016	Spilman Street Chamber	10:00am
Monday 21st November 2016 <i>Joint meeting with Social Care & Health Scrutiny Committee</i>	Spilman Street Chamber	2:00pm
Monday 21st November 2016	Spilman Street Chamber	2:30pm
Thursday 22nd December 2016	Spilman Street Chamber	10:00am
Thursday 26th January 2017	Spilman Street Chamber	10:00am
Wednesday 15th March 2017	County Hall Chamber	10:00am
Monday 24th April 2017	County Hall Chamber	10:00am

** Please note that dates and locations of meetings are subject to change. It is also likely that an additional Committee meeting will be arranged for the Autumn.*

Education & Children Scrutiny Committee – DRAFT Forward Work Programme 2016/17

23 May 16	17 June 16	22 Sept 16	Autumn 16 (TBC)	21 Nov 16	22 Dec 16	26 Jan 17	15 March 17	24 April 17
Annual Report of Director of Social Services 2015/16 Joint with SC&H	Draft CCC Annual Report 15/16 and Imp. Plan 16/17	Unverified Results 2016 Teacher Assessments and External Examinations	<i>MEP Proposals for Age Categories – Pwll, Bynea, Pembrey & Betws</i>	CSSIW Inspection, Evaluation and Review of LA Social Services 2015/16 Joint with SC&H	3-year Revenue Budget Consultation	School Performance and Achievements 2015/16	Q3 Performance Monitoring Report 2016/17	Corporate Parenting & Safeguarding Panel Annual Report 2016
CCC Draft Play Sufficiency Assessment	EOY Budget Monitoring 2015/16	School Improvement Panel Annual Report 2015/16	<i>MEP Proposal – Llanedi</i>	Behaviour Services Review	5-year Capital Budget Consultation		Budget Monitoring 2016/17	
MEP Proposal – Llangennech	11-19 Learning Network Update	Task & Finish Report – Attainment Gap and eFSM Learners	<i>MEP Proposal – Bancffosfelen</i>	ALN Reform – A Carmarthenshire response	Draft Carmarthenshire Curriculum Declaration		WG Categorisation of Schools 2017	
MEP Biennial Review	MEP Proposal – Bro Myrddin	Q1 Performance Monitoring Report 2016/17	<i>MEP Proposal – Laugharne, Llanmiloe & Tremolet</i>	ERW Inspection 2016 – ESTYN Report	Welsh in Education Strategic Plan (WESP)		Actions & Referrals Update	
E&C Forward Work Programme 2016/17	E&C Scrutiny Annual Report 2015/16	Budget Monitoring 2016/17	<i>ERW Business Plan 2016/17 & Review of 2015/16</i>	Actions & Referrals Update	National Literacy Tests Outcomes			
	Actions & Referrals Update	E&C School Visit Activity Report 2015/16						