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Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

Bridgend County Borough Council



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

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Annwyl Cyngorydd,

PWYLLGOR CRAFFU TESTUN 1

Cynhelir Cyfarfod Pwyllgor Craffu Testun 1 Hybrid yn Siambr y Cyngor - Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont ar Ogwr, CF31 4WB ar **Dydd Llun, 4 Rhagfyr 2023 am 11:00.**

AGENDA

1. Ymddiheuriadau am absenoldeb
Derbyn ymddiheuriadau am absenoldeb gan Aelodau.
2. Datganiadau o fuddiant
Derbyn datganiadau o ddiddordeb personol a rhagfarnol (os o gwbl) gan Aelodau / Swyddogion yn unol â darpariaethau'r Cod Ymddygiad Aelodau a fabwysiadwyd gan y Cyngor o 1 Medi 2008.
3. Cymeradwyaeth Cofnodion 3 - 8
I dderbyn am gymeradwyaeth y Cofnodion cyfarfod y 01/12/2022
4. Prydau Ysgol Cynradd Cyffredinol (Upfsm) A Materion Gweithredol O Fewn Y 9 - 20
Gwasanaeth Arlwyo
Gwahoddwyr:

Cynghorydd Jon-Paul Blundell – Aelod Cabinet Addysg

Lindsay Harvey - Cyfarwyddwr Corfforaethol - Addysg a Chymorth i Deuluoedd
Robin Davies – Rheolwr Grŵp Cymorth Busnes
Louise Kerton – Rheolwr Tîm – Gwasanaethau Arlwyo

Robbie Owen - Prifathro, Ysgol Gynradd Penybont
Chris Jones – Prifathro, Ysgol Gynradd Llangynwyd
5. Casgliadau ac Argymhellion
6. Diweddariad Rhaglen Gwaith 21 - 44

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7. Materion Brys

I ystyried unrhyw eitemau o fusnes y, oherwydd amgylchiadau arbennig y cadeirydd o'r farn y dylid eu hystyried yn y cyfarfod fel mater o frys yn unol â Rhan 4 (pharagraff 4) o'r Rheolau Trefn y Cyngor yn y Cyfansoddiad.

Nodyn: Bydd hwn yn gyfarfod Hybrid a bydd Aelodau a Swyddogion mynychu trwy Siambr y Cyngor, Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont ar Ogwr / o bell Trwy Timau Microsoft. Bydd y cyfarfod cael ei recordio i'w drosglwyddo drwy wefan y Cyngor. Os oes gennych unrhyw gwestiwn am hyn, cysylltwch â cabinet_committee@bridgend.gov.uk neu ffoniwch 01656 643148 / 643694 / 643513 / 643696

Yn ddiffuant

K Watson

Prif Swyddog, Gwasanaethau Cyfreithiol a Rheoleiddio, AD a Pholisi Corfforaethol

Dosbarthiad:

Cynghorwyr

RJ Collins
M J Evans
H Griffiths
D M Hughes

Cynghorwyr

M Jones
J Llewellyn-Hopkins
I M Spiller
T Thomas

Cynghorwyr

JH Tildesley MBE
A Williams
AJ Williams
E D Winstanley

Cynrychiolwyr Cofrestredig:

Angela Clarke –
Cynrychiolydd yr Eglwys yng
Nghymru

Samantha Lambert-Worgan -
Ysgol Arbennig Rhiant
Lywodraethwyr

PWYLLGOR CRAFFU TESTUN 1 - DYDD IAU, 1 RHAGFYR 2022

COFNODION CYFARFOD Y PWYLLGOR CRAFFU TESTUN 1 A GYNHALIWDYD YN SIAMBR Y CYNGOR, SWYDDFEYDD DINESIG, STRYD YR ANGEL, PENYBONT AR OGWR CF31 4WB DYDD IAU, 1 RHAGFYR 2022, AM 11:00

Presennol

Y Cynghorydd A Williams – Cadeirydd

RJ Collins
T Thomas

M J Evans
AJ Williams

H Griffiths
E D Winstanley

D T Harrison

Ymddiheuriadau am Absenoldeb

M Jones a/ac J Llewellyn-Hopkins

Swyddogion:

Lucy Beard	Swyddog Craffu
Robin Davies	Rheolwr Grŵp Strategaeth Fusnes a Pherfformiad
Lindsay Harvey	Cyfarwyddwr Corfforaethol – Addysg a Chymorth i Deuluoedd
Alix Howells	Rheolwr Ymgysylltu a Chydraddoldeb Ymgynghori
Rachel Keepins	Rheolwr Gwasanaethau Democrataidd
Jessica Mclellan	Swyddog Craffu
Michael Pitman	Swyddog Gwasanaethau Democrataidd – Pwyllgorau
Gaynor Thomas	Rheolwr Rhaglen Ysgolion

1. DATGANIADAU O FUDDIANNAU

Dim.

2. CYNLLUN STRATEGOL Y GYMRAEG MEWN ADDYSG (CSGA)

Cafwyd sylwadau agoriadol gan yr Aelod Cabinet dros Addysg a'r Cyfarwyddwr Corfforaethol – Addysg a Chymorth i Deuluoedd.

Cyflwynodd y Rheolwr Grŵp - Cymorth i Ddysgwyr yr adroddiad yn gryno, a'i ddiben oedd diweddarau'r Pwyllgor ar weithrediad a chynnydd Cynllun Strategol y Gymraeg mewn Addysg, cynllun 10 mlynedd a oedd i ddod i ben yn 2032.

Diolchodd y Cadeirydd i'r Aelod Cabinet a'r Swyddogion a thrafododd yr Aelodau'r canlynol:

- A allai Cynghorwyr arsylwi'r Fforwm Addysg Gymraeg (WEF).
- Roedd y Grŵp Gwella Ysgolion, a ganolbwyntiodd ar wella safonau ym mhob ysgol ym Mhen-y-bont ar Ogwr yn unol â Chynllun Strategol y Gymraeg mewn Addysg a fynychwyd gan Gadeirydd SOSC 1 gan ddarparu cyswllt o'r Pwyllgor.
- Argaeledd ac ansawdd yr adnoddau ar gyfer addysg Gymraeg, y cyllid i ddod o hyd i'r gwerslyfrau gofynnol ac, o ystyried y pwysau ar gyllidebau, y buddsoddiad sylweddol yn y wybodaeth ddigidol sydd ar gael trwy argaeledd llyfrau crôm "un i un" yn yr ysgolion cyfrwng Gymraeg a rhagor o adnoddau sydd ar gael o fewn y plattform ar-lein trwy Hwb.
- Canlyniad yr ymgynghoriad, a ddosbarthwyd yn eang, adborth gan aelodau o'r WEF a diwygiadau a wnaed, y mesurau a gymerwyd i sicrhau bod gofynion Estyn yn cael

eu bodloni gan gynnwys: ailedrych ar aelodaeth WEF, sefydlu is-grwpiau i sicrhau cyrhaeddiad ehangach, y camau a gymerwyd, ac roedd gwybodaeth am y gwaith a gwblhawyd wedi'i rhannu ag is-grwpiau.

- Nodau ac amserlen cyflawni'r cynllun gweithredu i'w cyflwyno i Lywodraeth Cymru (LIC) ar 16 Rhagfyr 2022 a oedd yn gynllun 5 mlynedd cynhwysfawr a luniwyd gan yr holl randdeiliaid a phartneriaid cyflawni ac a fyddai'n cael ei rannu cyn gynted ag y byddai cymeradwyaeth yn cael ei rhoi.
- Y dulliau ariannol a archwilir, cyllid ychwanegol a gaiff awdurdodau lleol gan Lywodraeth Cymru yn dilyn ymrwymiad i weithredu CSGA gan gynnwys cyllid ar gyfer y 4 hwb, moderneiddio ysgolion a buddsoddiadau pellach trwy drafodaethau â LIC.
- Dalgylchoedd ar gyfer Ysgolion Cyfrwng Cymraeg, deddfwriaeth gyfredol ddim yn caniatáu ar gyfer dalgylch traws-sirol, ac ystyried egin ysgol cyfrwng Cymraeg.
- Rhieni yn terfynu addysg cyfrwng Cymraeg eu plant o'r meithrin i'r cynradd a chreu egin ysgol cyfrwng Cymraeg.
- Amrywioldeb mewn cyfraddau pontio, lleoliad ysgolion yn ffactor, agor hybiau gofal plant ym Mro Ogwr a'r egin ysgol i hwyluso'r pontio, a datblygiad newydd yn y Betws a Melin Ifan Ddu yn cael ei greu i gynorthwyo.
- Llai o blant yn ymuno ag ysgol uwchradd cyfrwng Cymraeg oherwydd nad yw eu teuluoedd yn siaradwyr Cymraeg a rhieni yn anfon plant i ysgolion cynradd cyfrwng Cymraeg oherwydd agosrwydd, a chapasiti yn yr ysgolion cyfrwng Saesneg.
- Canmoliaeth i ansawdd addysg cyfrwng Cymraeg, ansawdd y cyfleusterau, costau adnewyddu a chynnal a chadw ysgolion y fwrdeistref, moderneiddio Ysgolion yr 21ain Ganrif a chynlluniau i symud Llangynwyd i gyfleuster mwy modern.
- Digonolrwydd mewn perthynas â'r twf disgwylidig o ran ail-leoli Ysgol Bro Ogwr a chynyddu niferoedd disgyblion, Nifer Derbyniadau Disgyblion yn y CSGA 10 mlynedd, rhagor o gynlluniau gynyddu'r ddarpariaeth yn nwyrain y Fwrdeistref ac ehangiad sylweddol ym Mro Ogwr.
- Ffurfiwyd y ffurflen asesu'r effaith ar y Gymraeg a ddatblygwyd gan yr awdurdod lleol yn rhan o'r ymgynghoriad er mwyn gofyn cwestiynau ynghylch yr effaith andwyol ar y Gymraeg a gofynnir am gyfraniadau a chynigion gan randdeiliaid ynghylch a fydd effaith ar y Gymraeg neu'r Saesneg.
- Ehangu'r ddarpariaeth cyfrwng Cymraeg yn y Fwrdeistref, gan gynnwys dyblu capasiti Ysgol Y Ferch O'r Sger yng Nghorneli ac ysgol cyfrwng Cymraeg ym Mhorthcawl ar ffurf yr egin ysgol.
- Positifrwydd ynglŷn â chefnogaeth y Gyfadran a chanmoliaeth a chydabyddiaeth i bennaethiaid yr ysgolion cyfrwng Cymraeg am y gwasanaethau a ddarperir a'r gwaith a wneir gan ysgolion.
- Yr ymrwymiad i ddiwallu anghenion dysgu ychwanegol plant cyfrwng Cymraeg, y ganolfan anhawster dysgu cymedrol sydd wedi'i hagar a'i chydabod ar y cyd â datblygiad Ysgol Bro Ogwr, yr angen am ddsbarth arsylwi trwy gyfrwng y Gymraeg,

a'r ffocws i hyrwyddo, marchnata a dathlu, gan gydnabod gwaith staff a phenaethiaid.

- Pwysigrwydd cynnal twf ym Mhen-y-bont ar Ogwr, y bwriad i gynnig cymwysterau ôl-16 ar y cyd â Llanhari, i gynnig y lefel orau o gymwysterau i ddysgwyr i ddod â'r cymwysterau hynny yn ôl fel Athrawon.
- Heriau a champau gweithredu sydd eu hangen ar gyfer recriwtio a chadw staff a'u cymell i hyfforddi ac aros yn y proffesiwn.
- Yr angen i weithio gydag Estyn i ddeall yr heriau a wynebir gan y sector cyfrwng Cymraeg ac arbenigedd pwnc, yr angen i Gymwysterau Cymru sicrhau bod y cymwysterau ar gael yn gyfartal yn y Gymraeg a'r Saesneg a bod yr adnoddau wedi'u halinio.
- Pwysigrwydd gweithio gyda darparwyr eraill, e.e. Coleg Penybont ac ymwneud Consortiwm Canolbarth y De ag ysgolion cyfrwng Saesneg i hwyluso camau i sicrhau bod cymwysterau yn y Gymraeg ar gael.
- Camau a gymerir i hyrwyddo'r Gymraeg gyda'r cymunedau busnes gan gynnwys, mewn trafodaeth, â Choleg Penybont ynghylch sut y gallent ymgysylltu â chyflogwyr, cynyddu'r mewnbwn o ddysgwyr a oedd yn gyfforddus i weithio yn Gymraeg, gan gydnabod a dathlu'r hyn y gall y rhai sy'n gymwys yn yr iaith ei gynnig i fusnesau lleol, a chydweithio â Swyddogion amrywiol i hysbysebu swyddi yn eu cylchgrawn.
- Cyfleoedd sydd ar gael i athrawon cyfrwng Saesneg ddysgu a throsi i addysgu trwy gyfrwng y Gymraeg, gyda Consortiwm Canolbarth y De yn cynnig cymorth a ddangosir yng nghanlyniadau Is-grŵp 6 a 7.
- Roedd llawer o ysgolion wedi manteisio ar y cynnig i gymryd cyfnod sabothol i ddysgu Cymraeg a symud o'r cyfrwng Saesneg i'r cyfrwng Cymraeg a grant LIC yn cael ei ddefnyddio i gynyddu capasiti a denu athrawon o'r Saesneg i'r Gymraeg.
- Roedd y daflen a oedd yn cael ei darparu i rieni i godi ymwybyddiaeth ac annog addysg cyfrwng Cymraeg o oedran cyn-geni, yn nodi llwybrau mewn addysg cyfrwng Cymraeg i helpu rhieni a gofalwyr i wneud dewisiadau cadarnhaol a gwybodus.

Dywedodd y Cadeirydd nad oedd unrhyw gwestiynau pellach i'r Gwahoddedigion, diolchodd i'r Gwahoddedigion am fod yn bresennol a dywedodd y gallent adael y cyfarfod.

PENDERFYNWYD: Yn dilyn ystyriaeth fanwl a thrafodaethau â Swyddogion ac Aelodau Cabinet, gwnaeth y Pwyllgor yr Argymhelliad canlynol:

1. Bod yr Aelod Cabinet dros Addysg yn codi gyda Gweinidog Addysg Llywodraeth Cymru a ddylai fod newid yn y ddeddfwriaeth i ganiatáu i ysgolion nad ydynt ym Mwrdeistref Sirol Pen-y-bont ar Ogwr gael eu cynnwys yn nalgylchoedd Pen-y-bont ar Ogwr er mwyn sicrhau bod rhieni ar gael yn agos at eu cartrefi i drosglwyddo eu plant o addysg gynradd i addysg uwchradd.

a gofynnodd y Pwyllgor am:

2. Ymateb ysgrifenedig gan yr Aelod Cabinet dros Addysg yn nodi sut y gall Aelodau fwydo i Fforwm y Gymraeg mewn Addysg i gynnwys manylion am fynychu cyfarfodydd a rhoi mewnbwn.
3. Ymateb ysgrifenedig ynglŷn â'r is-grwpiau ar gyfer y Cynllun Strategol Cymraeg mewn Addysg (CSGA) pum mlynedd gan gynnwys cynllun gweithredu ac amserlen gyflawni i alluogi'r Pwyllgor i fonitro yn y dyfodol.
4. Y Cynllun Llywodraethu a Gweithredu; gweledded prosiectau wedi'u mapio i ddangos llwybrau llywodraethu a sut y bydd prosiectau amrywiol yn cael eu monitro.
5. Diweddariad, pan fo'n briodol, ar ddarpariaeth addysg cyfrwng Cymraeg yn ne-ddwyrain y Sir gyda mewnbwn gan y Cyfarwyddwr Corfforaethol dros Addysg a Chymorth i Deuluoedd ac adborth ysgrifenedig gan yr Aelod Cabinet Addysg yn dilyn ei gyfarfod â Gweinidog Addysg Llywodraeth Cymru .
6. Rhagor o wybodaeth am oblygiadau ariannol gweithredu'r Cynllun Strategol Cymraeg mewn Addysg i gynnwys manylion am yr hyn sydd wedi'i wneud hyd yma i ddod o hyd i gyllid ychwanegol ac o ble a sut y byddai cyllid yn cael ei sicrhau yn y dyfodol i gynnal swydd Cydlynedd y CSGA.
7. Data ar faint o ddysgwyr sy'n teithio i'r Fwrdeistref Sirol o'r tu allan i'r dalgylchoedd i fynychu'r Ysgolion Cyfrwng Cymraeg a rhagor o wybodaeth am y cymorth sydd ar gael i rieni a hoffai i'w plentyn/plant dderbyn addysg cyfrwng Cymraeg neu a hoffai iddynt gael y cyfle i ddatblygu'r Gymraeg mewn Ysgolion Cyfrwng Saesneg.
8. Diweddariad ar yr amserlen ar gyfer adnewyddu Ysgol Gyfun Gymraeg Llangynwyd a'i lle mewn blaenoriaeth o'u gymharu â'r holl ysgolion sy'n cael eu hystyried ar gyfer y gwaith cynnal a chadw sydd ei angen.

3. **DIWEDDARIAD RHAGLEN GWAITH**

Cyflwynodd y Swyddog Craffu'r Flaenraglen Waith (FWP) yn Atodiad A i'r Pwyllgor i'w thrafod a'i hystyried, gofynnodd am unrhyw wybodaeth benodol a nodwyd gan y Pwyllgor i'w chynnwys yn yr eitemau ar gyfer y ddau gyfarfod nesaf, gan gynnwys y rhai y dymument iddynt fod yn bresennol, gofynnodd am i'r Pwyllgor nodi unrhyw eitemau pellach i'w hystyried ar y Flaenraglen Waith o ystyried y meini prawf dethol ym mharagraff 4.3, gofynnodd i'r Pwyllgor nodi'r Daflen Weithredu Monitro Argymhellion i olrhain ymatebion i argymhellion y Pwyllgor a wnaed yn y cyfarfod blaenorol yn Atodiad B a gofynnodd i'r Pwyllgor nodi y byddai'adroddiad ar y FWP a'r Daflen Weithredu Monitro Argymhellion ar gyfer y Pwyllgoryng nghyfarfod nesaf y Pwyllgor Trosolwg a Chraffu Corfforaethol.

Trafododd yr Aelodau'r pwysau cyson ar y gyllideb yn sgil cynnig hael yr Awdurdod o gludiant o'r cartref i'r ysgol a chytunwyd y byddai'n debygol o gael ei ystyried yn fanylach yn ystod trafodaethau'r Strategaeth Ariannol Tymor Canolig a thrafodaethau cyllideb.

Gofynnodd y Pwyllgor am i'r eitem ganlynol gael ei hystyried i'w hychwanegu at Flaenraglen Flynyddol 2023-24 yng Nghyfarfod Cynllunio Craffu nesaf SOSC 1:

- Y Cynllun Gweithredu sy'n ymwneud â Chynllun Strategol y Gymraeg mewn Addysg 5 mlynedd i gynnwys monitro perfformiad a rheoli risgiau Gofynnodd yr aelodau am wahodd ysgolion sydd wedi dechrau gweithredu Cynllun Strategol y Gymraeg mewn Addysg i drafod eu profiadau.

Gofynnodd yr aelodau i ysgolion cyfrwng Cymraeg a Saesneg gael eu cynnwys yng nghwmpas yr Adroddiad Gwybodaeth Dalgylchoedd i'w ddarparu.

Ni nodwyd unrhyw eitemau eraill i'w hystyried ar y Flaenraglen Waith a oedd yn berthnasol i'r meini prawf dethol ym mharagraff 4.3, a gellid ailystyried hyn yn y cyfarfod nesaf.

Nid oedd unrhyw geisiadau i gynnwys gwybodaeth benodol yn yr eitem ar gyfer y cyfarfod nesaf.

PENDERFYNWYD: Bod y Pwyllgor yn cymeradwyo'r Flaenraglen Waith yn Atodiad A, yn amodol ar gynnwys y ceisiadau uchod, yn nodi'r Daflen Weithredu Monitro Argymhellion yn Atodiad B ac yn nodi y byddai'r FWP, y Daflen Weithredu Monitro Argymhellion ac unrhyw ddiweddariadau gan y Pwyllgor yn cael eu hadrodd wrth gyfarfod nesaf COSC.

4. **EITEMAU BRYD**

Dim.

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Meeting of:	SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 1
Date of Meeting:	4 DECEMBER 2023
Report Title:	UNIVERSAL PRIMARY FREE SCHOOL MEALS (UPFSM) AND OPERATIONAL ISSUES WITHIN THE CATERING SERVICE
Report Owner / Corporate Director:	LINDSAY HARVEY (CORPORATE DIRECTOR – EDUCATION AND FAMILY SUPPORT)
Responsible Officer:	ROBIN DAVIES (GROUP MANAGER, BUSINESS SUPPORT)
Policy Framework and Procedure Rules:	There is no effect on policy framework or procedure rules.
Executive Summary:	The report provides an update on the implementation of universal primary free school meals (UPFSM) across Bridgend schools. The report also identifies how the UPFSM offer is currently impacting on the Catering Service and schools and provides a general update on some of the difficulties faced by the Catering Service and schools in respect of progressing full implementation by September 2024.

1. Purpose of report

- 1.1 The purpose of this report is to provide Subject Overview and Scrutiny Committee 1 (SOSC1) with an update on progress in respect of the implementation of Welsh Government’s universal primary free school meals (UPFSM) initiative and to identify the main associated operational issues within the Catering Service.

2. Background

- 2.1 The implementation of the roll-out of Welsh Government’s commitment to UPFSM started in September 2021. Welsh Government’s expectation is that all primary school-age pupils will have the option to benefit from a free school meal by September 2024. However, each local authority has been allowed to determine the phasing of implementation, based on the acknowledgement that each local authority’s position is unique.
- 2.2 Following Welsh Government’s Cabinet statement released by Jeremy Miles MS (Minister for Education and Welsh Language) on 17 December 2021, regarding the roll-out of UPFSM, officers immediately started work to ensure that adequate school kitchen and dining facilities would be in place in time for implementation of the first phase in September 2022. Surveys of kitchens were commissioned across all primary and special schools to help identify where changes to spaces, equipment,

services, and storage were required. When the surveys were complete, the Catering Service arranged to meet with each school during March 2022 to discuss the results of the surveys and plan a way forward. This work contributed to each school being 'kitchen ready' to deliver the UPFSM offer.

- 2.3 However, it was acknowledged at the time, that there may be other non-catering issues, specific to individual schools. Questions were developed, which each school was asked to respond to, to act as an aide memoire in identifying relevant issues, and to allow schools to start planning for any changes that would likely be needed in order to fully implement UPFSM.
- 2.4 Principally, these 'school ready' questions related to:
- The possible impact on the school timetable and the overall timing of the school day.
 - The requirements for adequate lunchtime support/supervision.
 - The adequacy of dining facilities/access.
 - The administration of the offer in each school.
- 2.5 It is important to note that, at this time, the pandemic was ongoing and there were additional considerations regarding COVID-19-related controls and risk assessments that further complicated the needs of each school to plan for implementation of UPFSM.
- 2.6 It is apparent, from the implementation journey to date, that the situation in each school is unique, not least due to the mix of old and new school buildings and general access to facilities and resources, both physical and human, across each school. Furthermore, the impact on schools should not be underestimated, with schools having varying levels of support staff available to them, with the requirements for supervision of the dining facilities, an important additional burden on schools. No additional revenue funding has been provided by Welsh Government to support schools implement this initiative. However, significant capital grant has been provided and this is identified later in this report.
- 2.7 The socio-economic mix of pupils varies from school to school and in some schools a large percentage of pupils are already eligible for free school meals (eFSM) due to socio-economic circumstances. Therefore, the introduction of UPFSM in these schools is likely to have less impact operationally, as a larger proportion of pupils are already eligible for free school meals. At the end of the summer term 2022-2023, in August 2023, there were 3,755 primary-school age eFSM pupils from 12,866 in total (that is, 29.1%).
- 2.8 Furthermore, in some schools, the uptake of school meals (whether paid or due to eFSM) is relatively low. In others, the overall uptake is high. This means there are varying challenges across schools to absorb the likely additional numbers of pupils eligible for a free meal, under the UPFSM offer.

3. Current situation/proposal

UPFSM

- 3.1 As already identified, the implementation of UPFSM is challenging. Table 1 below shows the current (January 2023) population of primary school pupils in Bridgend.

Table 1

Primary school-age population (January 2023 - Pupil Level Annual School Census)

Age Range	Year Group	Primary Schools	Special Schools	Pupil Referral Unit	Total Pupils
2 - 3	Nursery	261	0	0	261
3 - 4	Nursery	1,419	0	0	1,419
4 - 5	Reception	1,491	12	0	1,503
5 - 6	Year 1	1,554	13	0	1,567
6 - 7	Year 2	1,594	13	1	1,608
7 - 8	Year 3	1,597	18	0	1,615
8 - 9	Year 4	1,576	19	0	1,595
9 - 10	Year 5	1,676	24	0	1,700
10 - 11	Year 6	1,698	35	1	1,734
Total		12,866	134	2	13,002

- 3.2 With Welsh Government's expectation that all primary school-age pupils are eligible for a free school meal, based on the current cohort of pupils, 13,002 pupils will be eligible from September 2024.
- 3.3 The implementation of UPFSM across primary school year groups has been broken down into several phases. It is important to note that planned timescales as shown in Table 2 below, are not committed and are subject to several dependencies, in particular, the completion of significant capital investment across many schools.

Table 2

Current status of the implementation of UPFSM for each primary school year group (November 2023)

Year group	Planned implementation	Status	Current daily cost of a school meal
Nursery	January 2024	Planned	£2.20
Reception	September 2022	Implemented	Free
Year 1	April 2023	Implemented	Free
Year 2	April 2023	Implemented	Free
Year 3	September 2023	Implemented	Free
Year 4	April 2024	Planned	£2.20
Year 5	September 2024	Planned	£2.20
Year 6	September 2024	Planned	£2.20

- 3.4 Therefore, 6,293 pupils are currently eligible for UPFSM. For those primary school-age pupils not currently eligible, there is currently a daily charge of £2.20 for a school meal.
- 3.5 The cost of a school meal in Bridgend for primary school pupils has been static since the last increase in 2017-2018.
- 3.6 It is also important to note that it is only those pupils currently identified as 'planned' in Table 2 above that are currently required to pay for school meals and also who are not otherwise eFSM.
- 3.7 As referenced above, there are a number of dependencies and constraints that are currently impacting the implementation strategy. These are as follows:
- Each school's ability to absorb the additional eligibility beyond the number of means-tested eFSM pupils.
 - Catering Service provision.
 - Capital investment requirements.
 - Roll-out strategy.
 - Funding, in particular, arrangements for Nursery pupils.
- 3.8 There are currently a number of risks associated with the further roll-out of UPFSM in line with Table 2 above as follows:

UPFSM meal cost

- 3.9 The current cost of producing a primary school unit (meal) by the Catering Service is £3.69 (based on summer term 2022-2023 information) excluding overheads for utilities (in particular, energy costs), as there is currently no way of separating these costs between school buildings and kitchens. The local authority charges £2.20 per day for pupils not yet eligible for UPFSM or eFSM as paying pupils. For UPFSM pupils, Welsh Government provides £2.90 per day. Therefore, the local authority is currently subsidising the cost of primary paid and UPFSM provision at £1.49 and £0.79 per meal respectively.
- 3.10 Welsh Government is currently reviewing the £2.90 per meal rate and therefore this may increase or decrease in the future.

Capital grants

- 3.11 Table 3 below details Welsh Government's provision of capital grants to support the roll-out and implementation of UPFSM. A grant of £59,211 was also provided as part of the Local Authority Education Grant 2021-2022 which the local authority used to support the initial surveys of kitchens to identify likely capital investment requirements.

Table 3

UPFSM capital grants awarded to the local authority since 2021

Capital grant 1 (school meal infrastructure)	£1,162,705
Capital grant 2 (school meal infrastructure)	£1,627,787
Capital grant 3 (business case – see para. 3.15)	£1,035,076
Total grant	£3,825,568

Capital requirements

3.12 At the launch of the UPFSM initiative, Welsh Government acknowledged the need to provide capital investment. Of the 60 schools (including The Bridge Alternative Provision) in Bridgend, 51 would require some level of investment to support UPFSM implementation (that is, 48 primary schools, 2 special schools and 1 pupil referral unit). The capital grant money (provided in stages) was provided to support the following:

- purchasing new equipment;
- upgrading existing equipment;
- upgrading existing kitchen/dining facilities; and
- works to increase the capacity of school meal infrastructure.

3.13 The majority of the additional kitchen equipment has been installed including new cookers, fridges, freezers, and dishwashers and so on. Significant works to increase electrical loading in kitchens has been progressed, as well as other works to ensure kitchens are able to deliver sufficient meals to meet likely take-up of the UPFSM offer. Notable improvements are as follows:

- 37 primary school kitchens have had major works to upgrade electrical supplies for new equipment.
- 20 primary school kitchens have had combination ovens installed.
- 20 primary school kitchens have had dishwashers installed.
- 2 primary schools have had large food planetary mixers installed.
- 39 primary school kitchens have had additional refrigeration installed.
- 8 primary school kitchens have had gas burner ovens or induction hobs installed.

3.14 However, two primary schools are yet to receive their upgraded kitchen equipment.

3.15 Given the unique situation in four schools in Bridgend with limited kitchen and dining facilities, an additional bid via a business case for additional grant (grant 3 in Table 3 above) was successful and an additional £1.035m was provided by Welsh government for:

- Cwmfelin Primary School;
- Newton Primary School;
- Bryntirion Infants School; and
- Trelales Primary School.

3.16 Of the four schools identified above, work has progressed to purchase three modular kitchen/dining pods for Cwmfelin Primary School, Newton Primary School,

and Bryntirion Infants School. There are planning requirements and other issues that will need to be overcome as part of the process. Nevertheless, it is hoped that these will be installed by summer 2024 in readiness for the start of the new school year in September 2024 and Welsh Government's expected implementation deadline.

- 3.17 However, there may be a delay in progressing the proposed extension at Trelales Primary School. An ecological survey has identified the likely presence of bats at the school. Therefore, there is a requirement to undertake surveys during the period May to September 2024 and, if present, to introduce mitigation measures. This will result in construction commencing later than planned. Works could potentially start in January 2025 and finish in May 2025. Therefore, the local authority is currently working to identify and implement an interim solution to ensure that the UPFSM offer is available at the school from September 2024, in line with other schools in Bridgend, even though the capital work will at this time, likely be unfinished.

Catering Service - current situation/issues

- 3.18 There are currently 490 core-funded posts within the Catering Service. The core expenditure budget is £1,541,720 (2023-2024). Additional income is generated from schools via service level agreements between individual schools and the Catering Service to provide school meals. Therefore, the total budget for the service (including the service level agreement income from schools) is £3,408,501 (2023-2024). However, there was a projected overspend of £390k at quarter 2 in 2023-2024. Therefore, there are significant financial pressures on the service, principally due to staffing costs.
- 3.19 It is important to note that as well as the provision of meals in Bridgend schools which is increasing in line with the phased implementation of UPFSM, there is a statutory requirement for school meal provision in all schools. However, schools can determine independently whether they wish to accept via a service level agreement (SLA), the local authority's offer to provide meals via the Catering Service, or to act independently. Of the 60 schools in Bridgend, all primary and special schools are part of the local authority SLA. Of the 9 secondary schools in Bridgend, 6 are part of the local authority SLA and 3 provide school meals independently. Those schools are Pencoed Comprehensive School, Maesteg School and Porthcawl Comprehensive School.
- 3.20 Although there is no statutory provision to provide meals, at home, for vulnerable older persons, the Catering Service, on behalf of the Social Services and Wellbeing Directorate, provides the Meals-at-Home Service, which delivers meals to approximately 100 clients at home in the community, with approximately 50 to 60 meals a day. Similarly, the Catering Service provides meal provision for clients at Bridgend Resource Centre on behalf of the Social Services and Wellbeing Directorate and provides free breakfast provision to primary and special schools.

Staffing

- 3.21 The main issues related to staffing within the Catering Service are as follows:
- Significant pressure on limited staff resources within the Catering Service.

- Reliance on Catering Service staff working overtime daily to deliver the current required service.
- With the increase of eligible pupils in primary schools, the Catering Service is delivering meals, on average, to 6,900 pupils daily. Together with the requirements to also provide staffing to secondary schools, there is considerable fatigue within the staffing base. This is compounded by the significant number of vacancies within the service as follows:
 - 129 vacancies in primary schools.
 - 19 vacancies in secondary schools.
 - 19 vacancies in 'breakfast clubs. This excludes Coety Primary School, Trelales Primary School and Brackla Primary School as these schools have been unable to reopen their breakfast clubs for some time, due to insufficient staff being available, even though there have been numerous recruitment exercises.
 - There are 2 vacancies at Bridgend Resource Centre.
 - Currently, there are only 2 permanent Meals-at-Home Service drivers, even though 6 are required to run the service. Therefore, there is an ongoing reliance on relief staff, although their availability cannot be guaranteed.
 - There is also sickness across the service that cannot be absorbed and must be covered by relief staff, in particular, cooks and assistant cooks.
 - In general, there is an ageing workforce with a significant proportion of staff having reached the age of 60.
- With the implementation of UPFSM, there is a need to recruit additional staff into the Catering Service as the offer expands. For example, three additional cooks will be required when the new kitchen facilities are built for Newton Primary School, Trelales Primary School, and Bryntirion Infants School.
- Pencoed Comprehensive School has expressed an interest in returning to the local authority's Catering Service from April 2024. There will be additional staffing implications if this is progressed.
- The six area supervisors in the service are routinely covering daily absences in kitchens and for at least half of their contracted hours.
- Due to the working time directive and case law, Catering Service staff can accrue annual leave during sickness or maternity/paternity leave. For staff who are absent due to sickness or maternity/paternity leave during a school holiday, or part of a school holiday, annual leave and bank holidays will continue to accrue and will need to be taken prior to returning to work. Therefore, managing the impact of staff taking leave before they return to work, adds additional pressure on the service.

Food inflation

3.22 In March 2021, food inflation in the UK was -1.4%. Since then, the impact of the pandemic and in particular the war in Ukraine has seen food inflation increase significantly. In March 2023, food inflation nationally stood at 19.1% (source: Office for National Statistics).

3.23 In September 2023, food inflation stood at 12.2%. The current trend is that food inflation is reducing. However, the ongoing impact of significant high wholesale food prices is having a marked impact on cost to the service for the provision of school meals. Nevertheless, it is important to note that there are no plans to compromise on the quality of school meals because of increased food costs due to inflation and support is provided from the central price inflation budget. This is particularly important in respect of the local authority's statutory duty to ensure that school meals meet required nutritional standards as identified in the [Healthy Eating in Schools \(Wales\) Measure 2009](#) and [The Healthy Eating in Schools \(Nutritional Standards and Requirements\) \(Wales\) Regulations 2013](#).

Waste management

3.24 Currently, the Catering Service only provides kitchen refuse collections in primary schools and special schools. In secondary schools, kitchen refuse is the responsibility of the school. There is no kitchen recycling available in primary schools. Food waste recycling across all schools has previously been considered but has been discounted due to high costs. The current budget for waste management for 2023-2024 is £49k. The current projected spend for 2023-2024, due primarily to the current and projected uptake of UPFSM, is approximately £60k. This does not consider the new refuse regulations that come into force in April 2024 that are discussed below.

New refuse regulations April 2024

3.25 The legal requirements to separate waste will affect all workplaces (businesses, the public and third sector) from April 2024.

3.26 The following materials will need to be separated for collection, and then collected separately:

- food (this relates to premises that produce more than 5kg of food waste a week).
- paper and card;
- glass; and
- metal, plastic, and cartons and other fibre-plastic composite packaging of a similar composition.

3.27 Due to the impact of this legislation, there will be significant additional costs as well as operational practicalities within each school kitchen for sorting recyclable waste. Furthermore, there will likely be increased vehicular movements on school sites for the additional multiple collections for each of the above-mentioned categories of waste.

3.28 There will also be a ban on the following:

- sending food waste to sewers; and
- separately collected waste going to incineration plants and landfills and ban all wood waste going to landfill.

3.29 With the increased number of meals being produced because of the UPFSM offer, it is likely that refuse charges will increase significantly due to the requirement for the

sorting, segregation and recycling of waste and recycling of waste, in particular food waste. This will therefore place additional financial pressure on an already strained budget.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1 The protected characteristics identified within the Equality Act, Socio-economic Duty, and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services, and functions. This is an information report. Therefore, it is not necessary to carry out an Equality Impact Assessment in the production of this report. Furthermore, it is considered that there will be no significant or unacceptable equality impacts as a result of this report.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The well-being goals and principles prescribed for within the Well-being of Future Generations (Wales) Act 2015 connect directly to the approach to supporting children, young people, vulnerable older people, and families. The approach is consistent with the five ways of working as defined within the sustainable development principle and more specifically as follows:

Long term

The Catering Service focuses on meeting the needs of children, young people, and vulnerable older persons and consequently, their families.

Prevention

While the Catering Service does not directly support prevention in the provision of school meals, it provides meals to vulnerable older persons in their own home via the Meals-at-Home Service, who would otherwise require alternative service provision, possibly outside of their own home.

Integration

The approach of the Catering Service services addresses the need for a coherent delivery of economic, social, environmental, and cultural outcomes in particular working closely with the Social Services and Wellbeing Directorate to provide the Meals-at-Home Service.

Collaboration

A fundamental principal of the approach to the delivery of meals by Catering Services is to improve collaboration and creating a unified system.

Involvement

A fundamental principal of the approach to the way the Catering Service involves pupils in decision making, in particular, is through the provision of the development of school meals menus, via dynamic engagement with school councils.

5.2 The work of the Catering Service aligns with corporate objectives 1-7, as identified in the council's Corporate Plan 'Delivering Together' 2023-2028, as follows:

1. Protecting our most vulnerable
2. Fair work, skilled, jobs and thriving towns
3. Creating thriving valleys communities
4. Helping people meet their potential
5. Responding to the climate and nature emergency
6. Making people feel valued, heard and part of their community
7. Supporting people to be healthy and happy

5.3 It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals or corporate wellbeing objectives as a result of this report.

6. Climate change implications

6.1 There are no climate change implications resulting from this report. However, the Catering Service, as a significant provider of food to children, young people, and vulnerable older persons, is committed principally through the procurement of goods and ancillary support services, to supporting the implementation of the local authority's 'Bridgend 2030 – Net Zero Carbon Strategy' and Welsh Government's carbon reduction commitments.

7. Safeguarding and corporate parent implications

7.1 There are no safeguarding or corporate parenting implications as the result of this report.

8. Financial implications

8.1 Significant capital investment has been required to bring school kitchens up to a required standard and of sufficient capacity to deliver UPFSM. Welsh Government has allocated grants of £3,825,568 since 2021 for this purpose.

8.2 There are financial pressures on the service, primarily due to staffing costs, with a projected overspend of £390k at quarter 2 in 2023-2024.

8.3 In addition, the local authority is currently subsidising the cost of primary paid and UPFSM provision at £1.49 and £0.79 per meal respectively reflecting the shortfall in the price per meal/income from Welsh Government compared with the actual cost of provision per meal.

8.4 Food inflation rates have increased from -1.4% in March 2021 to a high of 19.1% in March 2023. While they have decreased to 12.2% in September 2023, there has still

been pressure placed on the central price inflation budget to support these increased costs.

8.5 New legal requirements being introduced in April 2024 to separate waste will further impact on the catering services budget.

9. Recommendations

9.1 It is recommended that the Subject Overview and Scrutiny Committee 1:

- considers the contents of the report; and
- makes any comments on the implementation of UPFSM, or the wider Catering Service, as it sees fit.

Background documents

None

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Agenda Item 6

Meeting of:	SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 1
Date of Meeting:	4 DECEMBER 2023
Report Title:	FORWARD WORK PROGRAMME UPDATE
Report Owner / Corporate Director:	CHIEF OFFICER – LEGAL & REGULATORY SERVICES, HR & CORPORATE POLICY
Responsible Officer:	MERYL LAWRENCE SENIOR DEMOCRATIC SERVICES OFFICER – SCRUTINY
Policy Framework and Procedure Rules:	The work of the Overview & Scrutiny Committees relates to the review and development of plans, policy or strategy that form part of the Council’s Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental wellbeing in the County Borough of Bridgend. Any changes to the structure of the Scrutiny Committees and the procedures relating to them would require the Bridgend County Borough Council Constitution to be updated.
Executive Summary:	<p>The Council’s Constitution requires the Corporate Overview and Scrutiny Committee to develop and implement a Forward Work Programme for the Committee.</p> <p>The Council’s Constitution also provides for each Subject Overview and Scrutiny Committee to propose items for the Forward Work Programme having regard for the Council’s Corporate Priorities and Risk Management framework, for the Corporate Overview and Scrutiny Committee to have oversight and refer any cross-cutting topics to a Committee or Research and Evaluation Panel.</p> <p>The Committee is asked to consider and agree its Forward Work Programme, identify any specific information it wishes to be included in and any invitees they wish to attend for the reports for the next two Committee meetings, identify any further items for consideration on the Forward Work Programme having regard to the criteria set out in the report, consider the Recommendations Monitoring Action Sheet and note that the Forward Work Programme and the Recommendations Monitoring Action Sheet for the Subject Overview and Scrutiny Committee will be reported to the next meeting of COSC.</p>

1. Purpose of Report

1.1 The purpose of this report is to:

- a) Present the Committee with the Forward Work Programme (**Appendix A**) for consideration and approval;
- b) Request any specific information the Committee identifies to be included in the items for the next two meetings, including invitees they wish to attend;
- c) Request the Committee to identify whether there are presently any further items for consideration on the Forward Work Programme having regard to the selection criteria in paragraph 3.5 of this report;
- d) Present the Recommendations Monitoring Action Sheet (**Appendix B**) to track responses to the Committee's recommendations made at previous meeting;
- e) Advise that the Committee's updated Forward Work Programme, any feedback from the Committee and the Recommendations Monitoring Action Sheet will be reported to the next meeting of the Corporate Overview and Scrutiny Committee (COSC).

2. Background

2.1 The Council's Constitution requires the Corporate Overview and Scrutiny Committee to develop and implement a Forward Work Programme for the Committee.

2.2 The Council's Constitution also provides for each Subject Overview and Scrutiny Committee to propose items for the Forward Work Programme having regard for the Council's Corporate Priorities and Risk Management framework, for the Corporate Overview and Scrutiny Committee to have oversight and refer any cross-cutting topics to a Committee or Research and Evaluation Panel.

Best Practice / Guidance

2.3 The Centre for Governance and Scrutiny's (CfGS) Good Scrutiny Guide recognises the importance of the Forward Work Programme. In order to 'lead and own the process', it states that Councillors should have ownership of their Committee's work programme, and be involved in developing, monitoring and evaluating it. The Good Scrutiny Guide also states that, in order to make an impact, the scrutiny workload should be coordinated and integrated into corporate processes, to ensure that it contributes to the delivery of corporate objectives, and that work can be undertaken in a timely and well-planned manner.

2.4 Forward Work Programmes need to be manageable to maximize the effective use of the limited time and resources of Scrutiny Committees. It is not possible to include every topic proposed. Successful Scrutiny is about looking at the right topic in the right way and Members need to be selective, while also being able to demonstrate clear arguments for including or excluding topics.

- 2.5 The CfGS's guide to effective work programming 'A Cunning Plan?' makes the following reference to the importance of good work programming:

'Effective work programming is the bedrock of an effective scrutiny function. Done well it can help lay the foundations for targeted, incisive and timely work on issues of local importance, where scrutiny can add value. Done badly, scrutiny can end up wasting time and resources on issues where the impact of any work done is likely to be minimal.'

3. Current situation / proposal

Forward Work Programme

- 3.1 Following the approval of the schedule of Scrutiny Committee meeting dates at the Annual Meeting of Council on 17 May 2023, the standing statutory reports to this Scrutiny Committee of: the Corporate Plan, the Medium Term Financial Strategy (MTFS) and Budget, Performance and Budget Monitoring, etc. have been mapped to the appropriate timely meeting dates into a draft Forward Work Programme.
- 3.2 The draft outline Forward Work Programme for each Scrutiny Committee have been prepared using a number of difference sources, including:
- Corporate Risk Assessment;
 - Directorate Business Plans;
 - Previous Scrutiny Committee Forward Work Programme report topics / minutes;
 - Committee / Member proposed topics;
 - Policy Framework;
 - Cabinet Work Programme;
 - Discussions with Corporate Directors;
 - Performance Team regarding the timing of performance information.
- 3.3 There are items where there is a statutory duty for Policy Framework documents to be considered by Scrutiny, e.g., the MTFS including draft budget proposals scheduled for consideration in January 2024, following which COSC will coordinate the conclusions and recommendations from each of the Subject Overview and Scrutiny Committees in a report on the overall strategic overview of Cabinet's draft Budget proposals to the meeting of Cabinet in February 2024.
- 3.4 An effective Forward Work Programme will identify the issues that the Committee wishes to focus on during the year and provide a clear plan. However, at each meeting the Committee will have an opportunity to review this as the Forward Work Programme Update will be a standing item on the Agenda, detailing which items are scheduled for future meetings and be requested to clarify any information to be included in reports and the list of invitees. The Forward Work Programme will remain flexible and will be revisited at each COSC meeting with input from each Subject Overview and Scrutiny Committee reported and any updated information gathered from Forward Work Programme meetings with Corporate Directors.

Identification of Further Items

- 3.5 The Committee is reminded of the Criteria Form which Members can use to propose further items for the FWP which the Committee can then consider for prioritisation at a future meeting. The Criteria Form emphasises the need to consider issues such as impact, risk, performance, budget and community perception when identifying topics for investigation and to maximise the impact scrutiny can have on a topic and the outcomes for people. Criteria which can help the Committee come to a decision on whether to include a referred topic, are set out below:

Recommended Criteria for Selecting Scrutiny Topics:

PUBLIC INTEREST:	The concerns of local people should influence the issues chosen for scrutiny;
ABILITY TO CHANGE:	Priority should be given to issues that the Committee can realistically influence, and add value to;
PERFORMANCE:	Priority should be given to the areas in which the Council is not performing well;
EXTENT:	Priority should be given to issues that are relevant to all or large parts of the County Borough, or a large number of the Authority's service users or its population;
REPLICATION:	Work programmes must take account of what else is happening in the areas being considered to avoid duplication or wasted effort.

Reasons to Reject Scrutiny Topics:

- The issue is already being addressed / being examined elsewhere and change is imminent.
- The topic would be better addressed elsewhere (and can be referred there).
- Scrutiny involvement would have limited / no impact upon outcomes.
- The topic may be sub-judice or prejudicial.
- The topic is too broad to make a review realistic and needs refining / scoping.
- New legislation or guidance relating to the topic is expected within the next year.
- The topic area is currently subject to inspection or has recently undergone substantial change / reconfiguration.

Corporate Parenting

- 3.6 Corporate Parenting is the term used to describe the responsibility of a local authority towards care experienced children and young people. This is a legal responsibility given to local authorities by the Children Act 1989 and the Children Act 2004. The role of the Corporate Parent is to seek for children in public care the outcomes every good parent would want for their own children. The Council as a whole is the 'Corporate Parent', therefore all Members have a level of responsibility for care experienced children and young people in Bridgend.

- 3.7 In this role, it is suggested that Members consider how each item they consider affects care experienced children and young people, and in what way can the Committee assist in these areas.
- 3.8 Scrutiny Champions can greatly support the Committee in this by advising them of the ongoing work of the Cabinet Committee Corporate Parenting and particularly any decisions or changes which they should be aware of as Corporate Parents.
- 3.9 The Forward Work Programme for the Committee is attached as **Appendix A** for the Committee's consideration.
- 3.10 The Recommendations Monitoring Action Sheet to track responses to the Committee's recommendations made at the previous meeting is attached as **Appendix B**.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1 The Protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The Act provides the basis for driving a different kind of public service in Wales, with 5 Ways of Working to guide how public services should work to deliver for people. The following is a summary to show how the 5 Ways of Working to achieve the well-being goals have been used to formulate the recommendations within this report:
- Long-term - The approval of this report will assist in the planning of Scrutiny business in both the short-term and in the long-term on its policies, budget and service delivery.
 - Prevention - The early preparation of the Forward Work Programme allows for the advance planning of Scrutiny business where Members are provided an opportunity to influence and improve decisions before they are made by Cabinet.
 - Integration - The report supports all the wellbeing objectives.
 - Collaboration - Consultation on the content of the Forward Work Programme has taken place with the Corporate Management Board, Heads of Service and Elected Members.
 - Involvement - Advanced publication of the Forward Work Programme ensures that stakeholders can view topics that will be discussed in Committee meetings and are provided with the opportunity to engage.

5.2 When setting its Forward Work Programme, the Committee should consider how each item they propose to scrutinise assists in the achievement of the Council's 7 Wellbeing Objectives under the **Well-being of Future Generations (Wales) Act 2015** as follows :-

1. A County Borough where we protect our most vulnerable
2. A County Borough with fair work, skilled, high-quality jobs and thriving towns
3. A County Borough with thriving valleys communities
4. A County Borough where we help people meet their potential
5. A County Borough that is responding to the climate and nature emergency
6. A County Borough where people feel valued, heard and part of their community
7. A County Borough where we support people to live healthy and happy lives

6. Climate Change Implications

6.1 The Committee should consider how each item they scrutinise affects climate change, the Council's Net Zero Carbon 2030 target and how it meets the Council's commitments to protect and sustain the environment over the long term. There are no Climate Change Implications arising from this report.

7. Safeguarding and Corporate Parent Implications

7.1 The Committee should consider how each item they scrutinise affects care experienced children and young people, and in what way the Committee can assist in these areas. Safeguarding is everyone's business and means protecting peoples' health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect. There are no Safeguarding and Corporate Parent Implications arising from this report.

8. Financial Implications

8.1 There are no financial implications arising from this report.

9. Recommendation

9.1 The Committee is recommended to:

- a) Consider and approve the Forward Work Programme for the Committee attached as **Appendix A**;
- b) Identify any specific information the Committee wishes to be included in the items for the next two meetings, including invitees they wish to attend;
- c) Identify whether there are presently any further items for consideration on the Forward Work Programme having regard to the selection criteria in paragraph 3.5 of this report.

- d) Note the Recommendations Monitoring Action Sheet for the Committee attached as **Appendix B** to track responses to the Committee's recommendations made at the previous meeting;
- e) Note that the Forward Work Programme, any feedback from the Committee and the Recommendations Monitoring Action Sheet will be reported to the next meeting of COSC.

Background documents

None.

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APPENDIX A

Draft Outline Forward Work Programme
Subject Overview and Scrutiny Committee 1

Friday 26 May 2023 at 11.00am		
Report Topic	Information Required / Committee's Role	Invitees
EFS Strategic Plan	Provide Subject Overview and Scrutiny Committee 1 (SOSC1) members with an opportunity to view and comment on the draft Education and Family Support Directorate (EFS) Strategic Plan 2023-2026.	<p><u>Cabinet Members</u> Cabinet Member for Education</p> <p><u>Officers</u> Corporate Director – Education and Family Support Group Manager School Support Group Manager Inclusion and School Improvement School Programme Manager Group Manager Business Support Group Manager Family Support</p> <p><u>CSC</u> Managing Director Assistant Director for Curriculum and Professional Learning Principle Improvement Manager</p> <p><u>Headteacher Nominees</u> Headteacher, Nantyllyllon Primary School Headteacher, Pen-y-Fai Church in Wales Primary School Headteacher, Bryntirion Comprehensive School and Chair of BASH</p>

Thursday 13 July 2023 at 11.00am – CANCELLED		
Report Topics	Information Required / Committee's Role	Invitees
Draft Outline Forward Work Programme		

Monday 11 September 2023 at 11.00am		
Report Topics	Information Required / Committee's Role	Invitees
Youth Justice Service Update and Operational Plan	T12 within the Education Directorate Strategic Plan	<p><u>Cabinet Member</u> Cabinet Member for Education</p> <p><u>Officers</u></p>

		<p>Corporate Director of Education and Family Support Operational Managers, Youth Justice Service</p> <p><u>CSC</u> N/A</p> <p><u>Headteacher Nominees</u> N/A</p>
Draft Outline Forward Work Programme		

Thursday 12 October 2024 at 11.00am		
Report Topics	Information Required / Committee's Role	Invitees
Whole School Approach to emotional health and wellbeing		<p><u>Cabinet Members</u> Cabinet Member for Education Cabinet Member for Community Safety and Wellbeing Deputy Leader of Council and Cabinet Member for Social Services</p> <p><u>Officers</u> Corporate Director – Education and Family Support; Group Manager Learner Support; Group Manager Inclusion and School Improvement; Early Intervention Locality Manager; Group Manager (School Support); Lead Officer, Strategic Development (Primary Sector); Principal Educational Psychologist (INC);</p> <p><u>CSC</u> NA</p> <p><u>Headteacher Nominees</u> Headteacher, Ysgol Maesteg Headteacher, Porthcawl Comprehensive School; Headteacher, Cefn Glas Infants School; Headteacher, St Robert's Primary School;</p> <p><u>External</u> Whole School Approach to Health and Well-being Coordinator; CAMHS Senior Nurse; and Head, The Bridge Alternative Provision</p>

Monday 4 December 2024 at 11.00am		
Report Topics	Information Required / Committee's Role	Invitees
Universal Primary Free School Meals (UPFSM)	<ul style="list-style-type: none"> • Programme delivery, provision of free school meals and funding • New equipment • Challenges of staffing/catering services • Club settings (youth, breakfast, after school) • Quality and cost of meals 	<p><u>Cabinet Members</u> Cabinet Member for Education</p> <p><u>Officers</u> Corporate Director – Education and Family Support Group Manager, Business Support; and Team Manager – Catering Services</p> <p><u>CSC</u> N/A</p> <p><u>Headteacher Nominees</u> Headteacher, Headteacher, Penybont Primary School Headteacher, Llangynwyd Primary School</p>

Thursday 18 January 2024 at 11.00am		
Report Topics	Information Required / Committee's Role	Invitees
Draft Medium Term Financial Strategy 2024-25 to 2027-28 and Budget Proposals		<p><u>Cabinet Members</u> Leader of Council Deputy Leader of Council and Cabinet Member for Social Services and Early Help Cabinet Member for Finance, Resources and Legal Cabinet Member for Education</p> <p><u>Officers</u> Chief Executive Chief Officer Finance, Performance and Change Corporate Director Education and Family Support</p> <p>Head of Education and Family Support Interim Deputy Head of Finance Interim Finance Manager Budget Management: Communities, Education and Family Support</p> <p><u>CSC</u> N/A</p> <p><u>Headteacher Nominees</u> Chair of Schools Budget Form Chair of BASH</p>

Monday 18 March 2024 at 11.00am		
Report Topics	Information Required / Committee's Role	Invitees
Curriculum for Wales Update and Welsh in Education Strategic Plan (WESP)	2 March 23 – Recommendation from COSC - The challenges of recruiting Welsh speaking teachers into the County Borough be included in the scope of the report on Welsh in Education Strategic Plan.	<p><u>Cabinet Members</u> Cabinet Member for Education</p> <p><u>Officers</u> Corporate Director Education and Family Support</p> <p><u>CSC</u></p> <p><u>Headteacher Nominees</u></p> <p><u>External</u></p>

Members briefing sessions

- Session to be held to update Members on recommencing of reporting exam results.
- How leadership and safeguarding is being audited.

Information reports to be provided

- Adult Community Learning
- English Language School's catchment areas / capacity
- Early Help Service Pressures
- Appointment of Local Education Authority (LEA) governors – Policy and rules - Criteria and procedure for the appointment and removal of local authority school governors'

Items to be scheduled 2024/25

- ALN implementation update – June / July 2024.
- Annual review of EFS Plan and direction of travel – June 2024
- ALN – Provision

Potential Items to be scheduled

- Upgrading of older school facilities that are not being replaced under school modernisation.
- Home to school transport / safe routes to schools

- Governing Bodies – Support and funding. Invitation to be extended to representatives and the Governors Association.
- Monitor the implications of any proposed reduction to school delegated budget – on school budgets, staffing structures, redundancies, and any resulting impact on pupils.
- Central South Consortium – How they have provided value for the schools in the County Borough
- School catchment areas, pupil admission numbers and new school builds

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Subject Overview and Scrutiny Committee 1

RECOMMENDATIONS MONITORING ACTION SHEET 2023-2024

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
26 May 23	EFS Strategic Plan 2023-2026	Members expressed concern regarding the retention of school staff and their wellbeing. They discussed the importance of the support pupils received for their wellbeing and felt that staff wellbeing should be of equal priority. Members recommended that the narrative regarding the support for staff in <i>T1 Pupil and staff wellbeing</i> be strengthened to reflect this.	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited
26 May 23	EFS Strategic Plan 2023-2026	During discussions regarding pupil attendance and levels of absence, Members requested a breakdown of the reasons for and the numbers of absence and recommended that these be included in the Plan.	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited
26 May 23	EFS Strategic Plan 2023-2026	Members considered the success indicators relating to <i>T2 Support for pupil behaviour, attendance, and exclusions</i> and highlighted that assessing progress towards the achievement of the objective ‘a reduction in fixed term and permanent exclusions’ would only be meaningful if all schools were following the School Attendance	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited

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		Policy to ensure consistency. Members recommended there be a standardised Exclusion Policy referenced in the Plan to ensure assurance in the data provided and accurate measurement of the improvements.			
26 May 2023	EFS Strategic Plan 2023-2026	Members recommended that there be more granular detail in the Plan on how the ambition for completion of the statutory training modules by School Governors could be measured annually and that a baseline be provided in the Plan to demonstrate the target to be achieved.	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited
26 May 2023	EFS Strategic Plan 2023-2026	Members noted the plan to increase the support for parents with vulnerable children under <i>T3 Support for vulnerable children and young people</i> and recommended that there be more detail in the Plan to include how this was to be achieved, how the current support could be measured and how to ensure that the support increases in the future.	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited
26 May 2023	EFS Strategic Plan 2023-2026	Members discussed how a video produced by Brynteg Comprehensive School in relation to <i>T5 Curriculum for Wales and assessment</i> gave a better understanding of the new curriculum and recommended that this be made available	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited

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Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
		to other schools and to the Members themselves.			
26 May 2023	EFS Strategic Plan 2023-2026	Members discussed the importance of the safeguarding training module for School Governors and made a recommendation to support the Directorate in advocating Welsh Government to consider making it a statutory requirement.	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited
26 May 2023	EFS Strategic Plan 2023-2026	Members expressed concern regarding potential increased utility bills and impact on pupils, due to outdated facilities in existing older schools. Whilst Members noted that refurbishment and maintenance of older schools was within the remit of the Property Team and not the EFS Directorate, it was recommended that this should still be referenced in the Plan.	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited
26 May 2023	EFS Strategic Plan 2023-2026	Members discussed <i>T14 Effective Welsh in Education Strategic Plan to promote the Welsh language and Welsh-medium education</i> and felt that the objective appeared to be tailored towards younger learners and improving Welsh speakers and recommended the objective be expanded to include what was being done to promote and improve the use of the Welsh language in secondary schools.	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited

Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
26 May 2023	EFS Strategic Plan 2023-2026	Members expressed concern that without definitions of the three numbered parts in each stage of the RAYG (Red (unsatisfactory), Amber (adequate), Yellow (good) and Green (excellent)) statuses, it was difficult to understand the criteria for the top, middle and bottom score in each RAYG status. Members recommended that the RAYG Self-evaluation guidelines be revisited and that a discussion take place with partners to ensure that the targets set were achievable, for example an ambition to achieve a rating of 8 by August 2026 from a current rating of 4 in T2 Support for pupil behaviour, attendance, and exclusions and 9 by August 2026 with the current rating of 6 in T5 Curriculum for Wales and assessment and other examples in the Plan.	Director of Education and Family Support	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited
26 May 2023	EFS Strategic Plan 2023-2026	A detailed breakdown of the individual grants once all grants were consolidated and available which was offered by Officers, in response to Members questions regarding the financial implications of the report including what external grants and capital funding were expected for 2023-24.	Director of Education and Family Support / Central South Consortium	Recommendations circulated requesting response - to be provided – Chased.	Officer Response Awaited

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26 May 2023	EFS Strategic Plan 2023-2026	The anonymised data for the Food for Fun Programme collated from the previous year and the available data from this year, when available, for the Members of the Committee to compare, which Officers offered to provide to Members in response to Members' questions whether records had been kept of the participants of the Food and Fun programme within the 'Successes to date' and 'Improvement objectives' of <i>T1 Pupil and staff wellbeing</i> , and what the plans were going forward.	Director of Education and Family Support / Group Manager - Family Support	ACTIONED – response and information circulated 9 August 2023.	https://democratic.bridgend.gov.uk/documents/s31372/SOSC126May2023ResponsesToRecommendations.pdf
26 May 2023	EFS Strategic Plan 2023-2026	Figures and data regarding the length of waiting times for school based counsellors, that Officers offered to provide in response to Members' concerns regarding the length of waiting list times for school based counsellors, although Officers were not aware of the lists being significant.	Director of Education and Family Support / Group Manager - Family Support	ACTIONED – response and information circulated 9 August 2023.	https://democratic.bridgend.gov.uk/documents/s31372/SOSC126May2023ResponsesToRecommendations.pdf
26 May 2023	EFS Strategic Plan 2023-2026	Recent data from the annual monitoring undertaken by the Educational Psychology Service that Officers offered to provide in response to Members' referring to <i>T1 Pupil and staff wellbeing</i> in the report which outlined the well-established support from the Educational Psychology Service and highlighted the	Director of Education and Family Support / Group Manager Inclusion and School Improvement	ACTIONED – response and information circulated 9 August 2023.	https://democratic.bridgend.gov.uk/documents/s31372/SOSC126May2023ResponsesToRecommendations.pdf

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		emotional and social wellbeing support role of Learning Support Assistants and their continued training, asking whether the roles were undertaken by dedicated staff and if every school had them			
26 May 2023	EFS Strategic Plan 2023-2026	Links from Central South Consortium regarding the staff wellbeing service funded by Welsh Government.	Director of Education and Family Support / Central South Consortium	ACTIONED – response and information circulated 9 August 2023.	https://democratic.bridgend.gov.uk/documents/s31372/SOSC126May2023ResponsesToRecommendations.pdf
26 May 2023	EFS Strategic Plan 2023-2026	More information on when Officers expected to meet the objective in <i>T4 Support for children and young people with additional learning needs</i> , that 60 Additional Learning Needs Co-Ordinators would receive bespoke training to meet the needs of pupils	Director of Education and Family Support / Group Manager Inclusion and School Improvement	ACTIONED – response and information circulated 9 August 2023.	https://democratic.bridgend.gov.uk/documents/s31372/SOSC126May2023ResponsesToRecommendations.pdf
26 May 2023	EFS Strategic Plan 2023-2026	In relation to <i>T11 Effective childcare and early years offer</i> , a timeline in relation to the Flying Start roll out and which childcare providers are included across the County Borough.	Director of Education and Family Support / Group Manager - Family Support	ACTIONED – response and information circulated 9 August 2023.	https://democratic.bridgend.gov.uk/documents/s31372/SOSC126May2023ResponsesToRecommendations.pdf
26 May 2023	EFS Strategic Plan 2023-2026	An update on recruitment of staff for school breakfast clubs and kitchens.	Director of Education and Family Support / Group Manager, Business Support	ACTIONED – response and information circulated 9 August 2023.	https://democratic.bridgend.gov.uk/documents/s31372/SOSC126May2023ResponsesToRecommendations.pdf

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Date of Meeting	Agenda Item	Action	Responsibility	Outcome	Response
11 September 2023	Bridgend Youth Justice Service Update	That narrative be included in future reports to Scrutiny explaining why the budget table with a breakdown of the financial and staffing information in the Youth Justice Service Plan did not show financial support from the Probation and / or Health Services.	Director of Education and Family Support / Youth Justice Service Manager	ACTIONED – response and information circulated 17 October 2023.	https://democratic.bridgend.gov.uk/documents/s31369/SOSC111September23ResponsestoRecommendations.pdf
11 September 2023	Bridgend Youth Justice Service Update	That the Committee write a letter to the Probation Service highlighting the increased demand on the Youth Justice Service (YJS) and requesting greater support given the statutory duty on the YJS to have a minimum of representatives from Police, Education, Probation, Health, and Children’s Social Care.	Scrutiny	ACTIONED – response and information circulated 17 October 2023.	https://democratic.bridgend.gov.uk/documents/s31369/SOSC111September23ResponsestoRecommendations.pdf
11 September 2023	Bridgend Youth Justice Service Update	That there be more engagement and liaising between schools and the Police and with a focus on prevention.	Director of Education and Family Support / Youth Justice Service Manager	ACTIONED – response and information circulated 17 October 2023.	https://democratic.bridgend.gov.uk/documents/s31369/SOSC111September23ResponsestoRecommendations.pdf
11 September 2023	Bridgend Youth Justice Service Update	That a young person aged 18 plus but under 25 who has gone through the YJS be invited to sit on the Bridgend Youth Justice Service (BYJS) Management Board to provide their insight on their experience of the YJS and possible improvements.	Director of Education and Family Support / Youth Justice Service Manager	ACTIONED – response and information circulated 17 October 2023.	https://democratic.bridgend.gov.uk/documents/s31369/SOSC111September23ResponsestoRecommendations.pdf

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11 September 2023	Bridgend Youth Justice Service Update	Given that there were recruitment issues across the whole of the organisation but recognised that there was a need to have adequate specialist staffing to conduct some of the trauma screening and strongly recommended they look to establish if what they currently had was sufficient, so they were going to be able to reach their performance targets and ensure young people are safeguarded.	Director of Education and Family Support / Youth Justice Service Manager	ACTIONED – response and information circulated 17 October 2023.	https://democratic.bridgend.gov.uk/documents/s31369/SOSC111September23ResponsestoRecommendations.pdf
11 September 2023	Bridgend Youth Justice Service Update	A link to the Joint Inspection responses made by Care Inspectorate Wales.	Scrutiny	ACTIONED – response and information circulated 5 October 2023.	https://democratic.bridgend.gov.uk/documents/s31369/SOSC111September23ResponsestoRecommendations.pdf
11 September 2023	Bridgend Youth Justice Service Update	More information regarding the reasons why 45% of children were not attending school referenced as reported from the My Voice questionnaires.	Youth Justice Service Manager	ACTIONED – response and information circulated 17 October 2023.	https://democratic.bridgend.gov.uk/documents/s31369/SOSC111September23ResponsestoRecommendations.pdf
11 September 2023	Bridgend Youth Justice Service Update	Data regarding the national Key Performance Indicators to be circulated to members to see the aspirations for each part of the service, and for measurement and performance monitoring of the Youth Justice Service.	Director of Education and Family Support / Youth Justice Service Manager	ACTIONED – response and information circulated 17 October 2023.	https://democratic.bridgend.gov.uk/documents/s31369/SOSC111September23ResponsestoRecommendations.pdf

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11 September 2023	Bridgend Youth Justice Service Update	More data on how many trauma screenings using the Trauma Recovery Model were outstanding, how often they would be reviewed and how the service would manage the staffing resource to achieve it.	Director of Education and Family Support / Youth Justice Service Manager	ACTIONED – response and information circulated 17 October 2023.	https://democratic.bridgend.gov.uk/documents/s31369/SOSC111September23ResponsestoRecommendations.pdf
12 October 2023	Whole-School Approach to Emotional and Mental Wellbeing	Pending			

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