

TELFORD & WREKIN COUNCIL**CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE –
17 JULY 2018****WORK PROGRAMME 2018/19****REPORT OF THE ASSISTANT DIRECTOR: GOVERNANCE,
PROCUREMENT & COMMISSIONING****1.0 PURPOSE**

- 1.1 To enable the Children & Young People Scrutiny Committee to consider and agree the Committee's work programme for 2018/19.

2.0 RECOMMENDATIONS

- 2.1 That the Committee agree its Terms of Reference (Appendix 1)
2.2 That the Committee agree items for the 2018/19 work programme (Appendix 2); and
2.3 That the Committee agree meeting dates for the remainder of the 2018/19 municipal year.

3. SUMMARY IMPACT ASSESSMENT

COMMUNITY IMPACT	Do these proposals contribute to specific Priority Plan objective(s)?	
	No	
	Will the proposals impact on specific groups of people?	
	No	Borough Wide
DELIVERY DATE	The 2018/19 work programme should be delivered in-year before the pre-election period begins.	
FINANCIAL/VALUE FOR MONEY IMPACT	Yes/No	Scrutiny has a role in ensuring that local government is effective and accountable. This includes undertaking reviews and challenging and monitoring performance. There is provision for the cost of supporting the Scrutiny function in the 2018/19 budget and the work programme will need to be managed within those resources, any variance that arises will be reported as appropriate as part of financial monitoring. The financial implications of any recommendations made by Scrutiny should be considered as part of reports as relevant.

		Scrutiny also plays an important part of the budget consultation process which is reflected in the work programme and is a key piece of work which feeds into the Council's overall budget strategy TS – 8.6.18
LEGAL ISSUES	Yes/No	Overview & Scrutiny for local authorities was introduced as part of the modernisation of local government in Section 21 of the Local Government Act 2000. It required every local authority to have at least one O&S committee, to: hold the Executive to account; undertake policy development and review; monitor and improve performance; investigate issues of public concern; and carry out external scrutiny including the NHS. Establishing a work plan, and resources as set out in this report will assist O&S to effectively meet its objectives. SAD – 14.05.18
OTHER IMPACTS, RISKS & OPPORTUNITIES	No	
IMPACT ON SPECIFIC WARDS	No	Borough-wide impact.

PART B) – ADDITIONAL INFORMATION

1.0 BACKGROUND INFORMATION

- 1.1 The Terms of Reference for the Children & Young People Scrutiny Committee is attached at Appendix 1. On 24 May 2018, Full Council delegated authority to each Committee to approve its own Terms of Reference.
- 1.2 The suggestions shown in Appendix 2 were considered by the Scrutiny Management Board on 5 June 2018 and referred to the Children & Young People Scrutiny Committee to decide which issues should be included in the Committee's Work Programme. In making decisions about the work programme, the Committee should consider any feedback from both Senior Managers and Scrutiny Management Board and the following "Criteria for Scrutiny":-
- How far scrutiny can realistically change or influence things;
 - The extent to which residents or businesses are affected by the issue;

- How well the Council and Partners are performing in the area; and
 - What else is happening to avoid duplication or wasted effort.
- 1.3 Scrutiny Management Board allocated a baseline of four formal meetings during the municipal year for scrutiny of items on the Children & Young People Scrutiny Committee's work programme. This allocation does not include informal or sub-group meetings which may be held to gather evidence as part of a review, briefing meetings or regional/external scrutiny meetings.
- 1.4 The work programme needs to be flexible to allow for important issues which emerge during the year to be scrutinised. However, if a new topic is added to the work programme, consideration must be given to removing an existing item to avoid the workload becoming unmanageable and losing focus.
- 1.5 The Committee should be mindful that 2018/19 is an election year and any reviews will need to be completed by the end of December 2018 at the latest to enable preparation and agreement of final reports to Cabinet before the pre-election period begins in March 2019.

2.0 PREVIOUS MINUTES

- 2.1 None.

3.0 BACKGROUND PAPERS

- 3.1 Scrutiny Handbook.

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CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE TERMS OF REFERENCE

1. The Committee will be made up of 9 elected members from the Scrutiny Assembly, appointed at Annual Council in line with the political balance of the Council, and co-opted scrutiny members. The Committee may include co-opted scrutiny members but they must not exceed the number of elected members. Vice-Chairs may be appointed by majority decision of the Committee.
2. The Parent Governor and the Catholic and Anglican diocesan representatives will have statutory voting rights on education matters as set out on the Local Government Act 2000. Other co-optees will not have voting rights.
3. In addition to the standing co-optees, the Committee may appoint additional co-optees for one-off reviews to supplement the skills, knowledge and experience of the Committee on that particular issue.
4. If the Chair and Vice Chair are unable to attend a meeting the Members present will elect a Chair for the meeting.
5. The Cabinet Member for Children and Young People, Directors, Assistant Directors and Service Delivery Managers will attend the Committee at the request of the Chair. Representatives from other organisations may be invited to attend.
6. The Committee will be the main mechanism by which Scrutiny members will scrutinise and monitor the planning and performance of the Council's services to children and young people and the Council's Corporate Parenting role. The Committee may also scrutinise the services of partner organisations in accordance with national legislation.
7. The Committee will consider matters referred by the Scrutiny Management Board, and will exercise discretion as to whether a suggestion falls within the remit of the Committee to scrutinise.
8. The meetings will follow the principles of scrutiny i.e. no party whip will be applied and a constructive, evidence based approach will be used.
9. All Scrutiny Committee meetings will be held in public, unless exempt information is being considered or discussed. Scrutiny Committees may appoint sub-groups to carry out investigative work as part of a review and these sub-groups may hold informal meetings but will report back their findings to the Scrutiny Committee.

10. From time to time members may become privy to information of a confidential nature. If this happens, members must maintain this confidence. Members are unable to request personal/confidential information from Officers about an individual or family.
11. The meetings will be administered by Scrutiny Services and Democratic Services. Frequency of meetings will be agreed by the Committee as necessary to carry out the work programme.
12. The Chair of the Committee, or his/her representative, will provide and present reports and recommendations of the Committee to the Council's Cabinet or other relevant organisations.
13. The Committee will set its own work programme. The main task of the Committee will be to scrutinise the planning and performance of children and young people's services and the Committee can look at any issues within the service area. The following points may be taken into consideration when considering the work programme each year:
 - areas where significant change is proposed and the potential impacts
 - performance in areas where significant change has been implemented;
 - areas of financial overspend;
 - areas receiving a high level of budgetary commitment;
 - areas where there is a high level of user dissatisfaction;
 - reports and action plans produced/agreed with external inspectors;
 - areas that are key issues for the public or have become a public interest issue covered in the media.
14. All Committee members should undergo the Corporate Parenting Training offered by the Council.
15. Members of Committee should act as champions for children and young people in the care of the authority and raise awareness of the issues facing children and young people in care with other elected members and members of the public.
16. The quorum required for a meeting is 3 elected members.

Children & Young People Scrutiny Committee – 2018/19 work programme

Key:-

* New Suggestion

+ Resubmitted from the 2017/18 work programme

Ongoing review or monitoring

	Issue / Topic	Purpose	Status / Source if New	Service Area	SMT Feedback (if any)	SMB Feedback (if any)
*	School Transport	How are children getting to school? How far are they travelling? What issues do schools experience (congestion, parking complaints) What support might Schools like (help to set up walking buses, safer bike routes to school)? What are parents experiences of the school run, especially where siblings go to different schools? What best practice is out there both within the borough and outside, that we can all learn from?	NEW – From Scrutiny Co-Optee	Education & Corporate Parenting		

	Issue / Topic	Purpose	Status / Source if New	Service Area	SMT Feedback (if any)	SMB Feedback (if any)
*	What is the take up of free nursery places and how can we help more parents to use their free hours?	Some parents don't claim because the system of registration and re-registration is cumbersome and requires access to the internet which many of those families most in need of this support may not have. Also, nurseries find that the income does not cover their costs so they don't promote the scheme or help parents to apply. Whilst it is acknowledged that this is mainly a failing of how a national policy is being implemented, there may be things that can be done locally to help parents or feedback to government to make a difference.	NEW – From Scrutiny Co-Optee	Education & Corporate Parenting		
+	Multi Agency Working Against CSE	Monitoring of Review Outcomes NB A number of individual suggestions have been made to ensure that a CSE update remains on the work programme.	Monitoring	Children's Safeguarding / Organisational Development & Delivery		
	Educational Attainment	Considered annually. Includes CiC results.	Monitoring	Education & Corporate Parenting		

	Issue / Topic	Purpose	Status / Source if New	Service Area	SMT Feedback (if any)	SMB Feedback (if any)
	LSCB Annual Report	In previous years the Annual Report has been presented to Scrutiny after HWB.	Monitoring	Children's Safeguarding / Organisational Development & Delivery		
	Children's Safeguarding Performance Dashboard	Developed following annual monitoring of Ofsted Action Plan	Continuing work started 2016/17 - Monitoring	Children's Safeguarding		