

CITY OF
WOLVERHAMPTON
COUNCIL

Stronger City Economy Scrutiny Panel

18 September 2018

Time 6.00 pm **Public Meeting?** YES **Type of meeting** Scrutiny

Venue Committee Room 3 - Civic Centre

Membership

Chair Cllr Jacqueline Sweetman (Lab)

Vice-chair Cllr Jonathan Yardley (Con)

Labour

Cllr Harman Banger
Cllr Philip Bateman MBE
Cllr Payal Bedi-Chadha
Cllr Alan Butt
Cllr Craig Collingswood
Cllr Claire Darke
Cllr Barbara McGarrity

Conservative

Cllr Christopher Haynes

Quorum for this meeting is three Councillors.

Information for the Public

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Agenda

Part 1 – items open to the press and public

<i>Item No.</i>	<i>Title</i>
1	Apologies
2	Declarations of interest [Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate].
3	Minutes of previous meeting (Pages 3 - 8) [To approve the minutes of the previous meeting as a correct record].
4	Matters arising [To consider any matter arising from the minutes].
5	Annual Review of previous Scrutiny Municipal year (Pages 9 - 12) [Heather Clark (Manager Strategic Project Funding), to present an annual review of the previous Municipal year of the Stronger City Economy Scrutiny Panel].
6	Scrutiny Review of Apprenticeships Update (Pages 13 - 24) [To consider the progress and achievements within the “Scrutiny Review of Apprenticeships Action Plan”, following the Scrutiny Review of the City’s Apprenticeship Offer].
7	Scrutiny Work Programme (Pages 25 - 42) [To discuss the Scrutiny Work Programme].

Stronger City Economy Scrutiny Panel

Agenda Item No: 3

Minutes - 26 June 2018

Attendance

Members of the Stronger City Economy Scrutiny Panel

Cllr Philip Bateman MBE
Cllr Payal Bedi-Chadha
Cllr Alan Butt
Cllr Christopher Haynes
Cllr Barbara McGarrity
Cllr Jacqueline Sweetman (Chair)
Cllr Jonathan Yardley (Vice-Chair)

Employees

Martin Stevens (Scrutiny Officer) (Minutes)
Charlotte Johns (Head of Local Economy)
Isobel Woods (Head of Enterprise)
Paul Lakin (Head of City Development)
Heather Clark (Manager Strategic Project
Funding)

Part 1 – items open to the press and public

Item No. *Title*

- 1 **Apologies**
Apologies for absence were received from Cllr Craig Collingswood and Cllr Ian Angus.
- 2 **Declarations of interest**
There were no declarations of interest.
- 3 **Minutes of previous meeting**
The minutes of the Stronger City Economy Scrutiny Panel meeting held on 17 April 2018 were approved as a correct record.
- 4 **Matters arising**
There were no matters arising.
- 5 **Work Plan**
The Chair referred to the Annual Scrutiny Work Programme Event scheduled for Thursday, 28 June 2018 where the work programme would be discussed at length and was a further opportunity to suggest items for the programme.

The WMCA Scrutiny Committee - Mayor's Policy Question Time event would be hosted by the City of Wolverhampton Council on Friday, 28 September 2018 in the Council Chamber at the Civic Centre. The session would commence at 9am and she encouraged all Members of the Stronger City Economy Scrutiny Panel to attend. Ideas for questions could be submitted to Cllr Simkins the Council's representative on the Committee or herself as his nominated substitute.

Members suggested the impact of Brexit and footfall as items for the work programme. The Scrutiny Officer stated that the Black Country LEP (Local Enterprise Partnership) had setup a Brexit Group which was working with businesses on the potential impact of Brexit. It was suggested that the Chair of this group could be invited to a future meeting of the Panel.

A Member suggested the action plans which arose out of the meetings where, the local economy of Bilston, Wednesfield and Tettenhall were discussed, should be monitored by the Panel.

6 **Enabling a vibrant city centre**

The Head of Local Economy presented a report on enabling a vibrant City Centre. The report was particularly pertinent due to the recent announcement about the closure of Beatties House of Fraser and Poundworld. The paper set out the national restructuring of the retail sector and the impact on cities and town centres as a consequence. The report outlined the Council's proactive strategy to respond to the changes and to repurpose the City Centre. These included increasing the amount of city living, the increase of office space and an enhancement of the leisure offer. A task force / action group approach was proposed in the report.

A Member stated he was pleased the Panel had received the report on enabling a vibrant City Centre, which was a most important item for the Panel to be considering. He was saddened that House of Fraser had announced they were closing the Beatties store in the City Centre, which he saw as a dire blow to the retail sector in the City. He was also concerned about the future of the Debenhams store. He stated that the Council needed to do more to promote the City Centre and its overall importance to the Wolverhampton area.

A Member stated that Wolverhampton City Centre had a huge amount to offer. They were interested to hear more about how the City was marketed and the discussions which were taking place with partners for the marketing to be more effective. The Head of Enterprise in response said marketing was very important and the Council needed to effectively convey the opportunities available in the City Centre. Strengthening communications was key, as was forming a strong identity for the City of Wolverhampton.

A Member stated Wolverhampton City Centre faced significant competition, as referred to in the report, which included Southwater in Telford. The Southwater development had new squares, a hotel, a cinema and a number of popular restaurants. The development could be reached within 15-20 minutes for people living on the westside of Wolverhampton and the car parking was free of charge. He felt the Council were gambling too much on the Westside development. He asked when the development would commence. In response, the Head of City Development stated the project would commence when the developer could align all

the necessary key parts to enable the scheme to make a profitable return. The Council met regularly with the developer and they had made significant progress in their communications with the market. The timing of when the scheme would commence was dependant on the formal signing of leases by key anchor tenants on the scheme. He thought the overall health of the scheme was quite good, particularly as within the overall general investment market there was currently a cautious attitude. His discussions with the company which ran the Mander Centre often centred on customers expecting an overall experience and not the availability of consumer goods to purchase.

The Head of City Development stated Wolverhampton had a large amount of space which could be utilised in the centre through the creation of large squares for events. It also had a significant amount of live music venues. If the right public realm was created in the centre, the Council would be able to organise more events as would third parties. 18,000 tickets had been sold for the food festival, which was encouraging as the local economy would receive a boost across the City.

A Member asked if any formal contracts had been signed by prospective tenants of the Westside development. In response the Head of City Development stated no formal contracts had been signed, but operators were being lined up to do so. There was an agreement with the developer that the scheme had to be brought forward within a certain time period. They were actively working with the developer to help progress the scheme.

A Member stated there was £3.7 billion due to be invested in the City. He commented that funding was often planned or aspirational and was concerned whether some of the funding would come to fruition. In response, the Head of City Development stated the new train station development was commencing in the following week. The Mander Centre investment had also been completed by Benson Elliot. The Westside development would happen in the future and the Council were investing in the office market as part of the interchange project. There was a good opportunity in Wolverhampton to enhance the office market. i10 had been successfully leased and this had given confidence to the i9 office development. The level of interest in office development was good, it was however difficult to finalise deals due to current uncertainties in the national economy.

The Chair asked if there was a joined-up approach between plans the Council had for marketing the City Centre in terms of its use and marketing Wolverhampton as a place to invest. The Head of City Development responded that he thought the Council did have a joined-up approach. There was already a strategy in place for i9 to be fully occupied before it had been built. A strategy was in place to try and seek a central government re-location which would ensure the building was occupied quickly. They would also be actively targeting agents the Council was currently working with, which included companies in the south-east market in professional business services.

The Head of Enterprise stated Wolverhampton had a local identity and regional identity. The Council were heavily involved in the Midlands Engine to ensure Wolverhampton's profile was strong within the regional investment market. Research was currently being undertaken on the subject of the brand for Wolverhampton.

A Member stated that the perception of Wolverhampton was not a particularly good one in the County of Shropshire. He asked how the City could attract people from Shropshire. The Head of City Development commented that the heart of the strategy for the City Centre should be to re-connect with people who had not visited Wolverhampton for a significant amount of time. One of the problems the City Centre faced was it being quiet after 6pm, which meant people felt less safe when walking in the Centre. The City Centre also had a problem with rough sleeping. He commented that bringing new restaurants and bars into the City Centre would make a significant difference to the City. There were however a range of areas to focus on to attract people back to the City. A Member commented that the night time economy of Wolverhampton in the 1990s had been excellent. It was therefore clearly possible to attract people back to the City. The Head of City Development stated the night time economy had evolved. It was no longer focused on night clubs, but more around attractive restaurants and bars. The West Side Link project was actively working on creating an environment which would allow a different type of leisure economy to evolve within the City. The Head of Enterprise stated it was important for businesses and the local media to continuously promote Wolverhampton and help to change and challenge negative perceptions of the City.

A Member praised the events that had taken place within the City following the promotion of Wolverhampton Wanderers Football Club. 80,000 people had attended the Party in the City event. The joint working with the football club and media outlets had been a credit to the City and had boosted the local economy. The positive media coverage lasting several days had been great promotion for the City. He felt more similar type events could be held to help attract people to the City Centre and promote the City within the local media. The Council could communicate with the Express and Star newspaper to see what work could be done to make them part of the visitor experience.

A Member of the Panel asked what the situation was regarding the possibility of new hotels within the City. The Head of City Development commented that there was a requirement within the market for another budget hotel within the City Centre. The Council were in communications with the agents who were considering delivering the scheme. The Council were also working to see if there was a space within the market for a mid-range hotel. Whether a mid-range hotel would be deliverable, depended in part on the development of the leisure sector. The market wanted to see a more robust events programme and a stronger office sector within the City. Novotel had submitted a planning application for an extension and both Premier Inn's had successfully extended in the City. It was certainly desirable for a hotel to be part of the Westside Scheme. The Head of Enterprise remarked there was a growing hospitality market which needed to be grasped.

A Member stated there had been some success in the retail sector within the Wolverhampton area. Bentley Bridge was about to let all its units. There were currently 636 jobs at the Bentley Bridge site and approximately 50,000 people visited each week. A Member added that part of the success of Bentley Bridge was down to easily accessible car parking. He felt the City Centre needed to improve its car parking facilities and have appropriate pricing. The Head of Enterprise responded that how people entered and left the City could form a work stream for the proposed action group. The tram system was an important area to consider and other public transport routes. Car parking could certainly feature as part of the work.

A Member commented that the quality of slabbing in parts of the City Centre, particularly Dudley Street, left a lot to be desired and empty retail units did nothing to enhance the City Centre experience. The Head of City Development responded that the proposals being brought forward on the Westside Link project included new works to Queen's Square and potentially Victoria Street to create an event and circulation space within the City Centre. The designs would ensure a sufficient budget to ensure the works would be completed to a high quality. The retail units on Dudley Street had suffered from a fractured ownership. The Head of Enterprise responded that the action group proposed, would work actively with the shop owners and landlords of the buildings to improve the City Centre. One proposal included businesses promoting themselves in a certain way on Wolverhampton Wanderers Football Club match days.

The Chair stated she was keen to understand how the proposed action group would manage collective partnerships within the team and how it would manage its overall effectiveness. The Head of Enterprise stated that the structure would be determined if the Panel agreed with the action group approach. It would certainly involve a number of different Council departments and service areas. It then needed to be decided which external stakeholders the action group would work with and the framework and approach to be taken. There had already been engagement with the Business Improvement District (BID), Wolves FC, the Grand, the Lighthouse and some of the promoters. A Member asked if there would be any engagement with the Business Champions and the Voluntary Sector. The Head of Enterprise responded that the Business Champions would be an excellent network for the Action Group to collaborate with and the voluntary sector were an important sector in the overall approach to enhance the City.

The Head of Local Economy remarked that an important area for the City was in relation to the digital economy. The Council had spearheaded a number of important initiatives which included the £5 million ultra-fast fibre broadband project to connect public sector premises.

The Chair stated that the work of the Action Group should be directly linked to the Council's marketing strategy. She requested that Members of the Panel contact her or the Scrutiny Officer if they had anything further they wished to be taken into account during the formulation of the action group.

Resolved:

- A) That the Stronger City Economy Scrutiny Panel endorses the current approach to diversify the City Centre's role and focusing on making the centre a desirable place to visit and spend time.
- B) That the Stronger City Economy Scrutiny Panel endorses an action group approach to continue to proactively respond to the repurposing of the City Centre.

Meeting closed: 7:25pm

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NOT PROTECTIVELY MARKED

Agenda Item No: 5

Briefing Note

CITY OF
WOLVERHAMPTON
COUNCIL

Title: Stronger City Economy Scrutiny Review of the Year 2017-18

Prepared by: Heather Clark

Date: 10 September 2018

Intended audience: Internal ☒ Partner organisation ☐ Public ☒ Confidential ☐

Purpose or recommendation

To provide an update on recommendations made by the Stronger City Economy Scrutiny Panel during 2017-18.

Background

The Stronger City Economy Scrutiny Panel aims to scrutinise activities of the Stronger City Economy service within the Council. During 2017, the panel looked at the following areas:

- Creative Cultural and Visitor Economy Strategy
- Bilston local economic development and growth
- Wednesfield local economic development and growth
- Tettenhall local economic development and growth
- Innovation

Review of the year 2017-18

The following action plan outlines progress against recommendations from Stronger City Economy Scrutiny Panel.

Date of meeting	Stronger City Economy Scrutiny Panel recommendation	Update on actions in response to recommendations
20 June 2017	<p>Developing a creative, cultural and visitor economy strategy.</p> <p>The Council should encourage tech and creative students to remain in the city</p> <p>Priorities from the SCE Scrutiny</p> <ul style="list-style-type: none"> • How micro businesses can be supported including alternative forms of governance • How the city's diversity can be incorporated more widely into its cultural events including how to introduce new technology ideas such as internet café 	<p>Wolverhampton's participation in the EU funded GenY City project focused on identifying best practice for developing, attracting and retaining creative tech young people and developing an action plan to drive forward the agenda. The project funded a strategic planning exercise for culture and creative industries in the city to help develop the case for investment in culture and maximise the potential of this sector to support economic growth in the city. The GenY city project and BOP research provided the evidence base and best practice which fed into a stakeholder workshop end March 2018. As a result of this, a consultation plan on a page has been developed to form the basis of the consultative Creative, Cultural and Visitor Economy Strategy.</p> <p>In July, the Government announced a bidding round for a Cultural Development Fund' to provide a small number of large grants (£3 – 7 million) for cultural, heritage and creative projects to help regeneration, create jobs and maximise the impact of investment. Building on the work of developing the Strategy, Wolverhampton submitted an expression of interest 15 August 2018. Our bid brings together a range of activities including placemaking to create an events city; support for creative tech businesses and developing a workforce for the future; and community driven cultural activity building on Crowdfund Wolves; to enhance access to culture and vibrancy of the city.</p>

	<ul style="list-style-type: none"> How to attract and sustain a franchise hotel chain in the city 	<p>The Wolverhampton Hotel Strategy Framework is looking to improve the hotel offer in Wolverhampton city centre through:</p> <ol style="list-style-type: none"> 1. Revisiting demand and supply for hotels in the city centre from the 2016 Hotel Study; 2. Reviewing opportunities in the short, medium and long-term, matching sites to hoteliers requirements; and 3. Reviewing the financial implications of facilitating hotel investment in the city.
26 September 2017	<p>Bilston local economic development and growth</p> <ul style="list-style-type: none"> Bilston action plan to be developed by the Council 	Bilston action plan produced.
21 November 2017	<p>Wednesfield local economic development and growth</p> <ul style="list-style-type: none"> Wednesfield action plan be developed by the Council <p>Draft Budget and medium term financial strategy 2019-2020</p> <ul style="list-style-type: none"> Feedback be forwarded to Scrutiny Board for consolidation and onward response to Cabinet 	<p>Wednesfield action plan drafted and subject to consultation with all Wednesfield ward Councillors prior to circulation. Businesses are driving forward activities through Wednesfield Alliance and In Bloom.</p> <p>Complete</p>
13 February 2018	<p>Tettenhall local economic development and growth action plan be developed by the Council</p>	Tettenhall action plan drafted and subject to consultation with all Tettenhall ward Councillors prior to wider circulation.

	<p>Business Improvement District presentation</p> <ul style="list-style-type: none"> • Scrutiny panel and the BID to work together to develop plans and proposals to fill empty properties in the city centre and how best to work with landlords and agents. • Tackling rough sleeping and removing number of discarded needles • Develop a character for the city 	<p>Comprehensive report on creating a vibrant city was brought to the June 2018 meeting of the SCE Scrutiny Panel addressing these issues.</p>
17 April 2018	<p>Innovation</p> <ul style="list-style-type: none"> • Further report to be received by the panel in future addressing the question of how the Council and its partners could support businesses in the City to innovate <p>Draft Strategic Economic Plan</p> <ul style="list-style-type: none"> • SEP slides circulated to current and new members of the panel and raised at the Annual Scrutiny Work Programme event. 	<p>Growth Hub gateway to business including innovation. Scheduled for 20 November 2018.</p> <p>Complete</p>



Stronger City Economy Scrutiny Panel

18th September 2018

Report title	Scrutiny Review of Apprenticeships Update	
Cabinet member with lead responsibility	Councillor Lynne Moran Lead for Education and Skills	
Wards affected	All	
Accountable director	Meredith Teasdale, Director of Education	
Originating service	City Corporate	
Accountable employee(s)	Angela McKeever	Head of Skills
	Tel	01902 551445
	Email	Angela.McKeever@wolverhampton.gov.uk
Report to be/has been considered by	Education Leadership Team	3 rd September 2018
	Strategic Executive Board	4 th September 2018
	Stronger City Economy Scrutiny Panel	18 th September 2018

Recommendation(s) for action or decision:

The Scrutiny Panel is recommended to:

1. To consider the progress and achievements within the “Scrutiny Review of Apprenticeships Action Plan”, following the Scrutiny Review of the City’s Apprenticeship Offer.

1.0 Purpose

- 1.1 To provide an update on the activity and progress of the Apprenticeship Action Plan that was recommended by the Scrutiny Panel's review of apprenticeships.

2.0 Background

- 2.1 The scrutiny review of apprenticeship in January 2017 agreed the below 4 priorities to address the key concerns and recommendations made by the panel.
- a. Become an exemplar employer of young people in the city – offering improved work experience and apprenticeship opportunities
 - b. Improve marketing, information and awareness of apprenticeships in the city to young people, schools, parent's, careers advisers etc.
 - c. Improve access to information on apprenticeships through schools
 - d. Improve the availability of supported internships, traineeships and apprenticeships for vulnerable young people

3.0 Progress to date.

- 3.1 Please see appendix 1 for the Scrutiny Review of Apprenticeships Action Plan for a detailed update of the four priorities and individual actions.

4.0 Financial implications

- 4.1 None – operational delivery of the apprenticeship scrutiny action plan will be through existing resource.

5.0 Legal implications

- 5.1 None – the delivery of the action plan is to become an exemplar employer, to improve the offer to employees and residents. [AS/10092018/D]

6.0 Equalities implications

- 6.1 All apprenticeships are required to meet equality and diversity standards. Various groups inform this process including inclusion advisory forums and individual institutional policies and procedures

7.0 Environmental implications

- 7.1 Environmental implications are undertaken through provision planning.

8.0 Project Implications

- 8.1 The project is supported through existing resources and the new Strategic Organisational Development and Apprenticeships Lead.

9.0 Human resources implications

- 9.1 The levy gives an opportunity for existing employees to upskill using apprenticeship Standards as the development tool of choice. This will be monitored by Human Resources Business Partners and the Organisational Development team lead by the Strategic Organisational Development and Apprenticeship Lead.
- 9.2 New processes have been developed in partnership with Human Resources and the Organisational Development Team. These include; a revised pay structure for people employed to carry out an apprenticeship role, generic apprenticeship role profiles based on the level of apprenticeship being offered and the level of work the manager is expecting the Apprentice to carry out. There will be a new recruitment process including a streamline application form allowing people to submit a CV for Apprenticeship role. There will be a need for Human Resources to create the pay scales within the Agresso system and to develop the new application form within the Talent link system.

10.0 Corporate landlord implications

- 10.1 There will be no property or landlord implications as apprentices will be based within the existing infrastructure

11.0 Schedule of background papers

- 11.1 Scrutiny Review of Apprenticeships January 2017


12.0 Appendix 1

- 12.1 Scrutiny Review of Apprenticeships Action Plan

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Updated 6th September 2018

This action plan has been developed following the Scrutiny Review of Apprenticeships which took place in 2017. These actions address the key concerns and recommendations made by this panel.


1. Become an exemplar employer of young people in the city – offering improved work experience and apprenticeship opportunities						
Action	Who is responsible	By when	Measures	Impact	Activity/ Achievements to date	RAG
Deliver an increase in work experience opportunities	Graham Brown	September 2018	Baseline 2016/2017 - 71 Target 2017/2018 – 78 (10 % increase year on year)	Support young people's work readiness	<ul style="list-style-type: none"> Exceeded target in 2017/18) 101 placements achieved 	
Increase the range of sectors and skills areas that are on offer for young people in the city	City Apprenticeships group		Baseline 16/17 4 sectors <ul style="list-style-type: none"> Business Admin Customer Service ICT IT Number increase in sectors per year	Improved access to apprenticeships in the council and the city	<ul style="list-style-type: none"> New standards and frameworks are being offered across the council. In 2017/18 Q2 currently 106 Apprenticeship standards/ frameworks are available to managers  CWC Career Pathways Qualification <ul style="list-style-type: none"> All age apprenticeships now being offered Worked with schools to recruit 20 Physical Active Leisure Support (PALS) apprentices 	

Monitor the take up of work experience opportunities by gender, ethnicity, disability and school	Graham Brown	March 2019	Baseline from Jan 2018 Monitor characteristics	Work experience is available and accessed by many <ul style="list-style-type: none">Data to be analysed to understand the difference between BME applications and White application received	<ul style="list-style-type: none">101 placements:<ul style="list-style-type: none">Male – 53Female – 48Candidates with disabilities – 1 Since January 2018 ethnicity has been measured and the success rates of each ethnic group has been highlighted below. <table><tr><th>Ethnicity</th><th>applications</th><th>Successful</th><th>Success Rate %</th></tr><tr><td>White</td><td>59</td><td>39</td><td>66%</td></tr><tr><td>Asian/ Asian British/ Indian / Pakistani</td><td>25</td><td>12</td><td>48.0%</td></tr><tr><td>Black/ African / Caribbean/ Black British</td><td>12</td><td>7</td><td>58%</td></tr><tr><td>Mixed</td><td>3</td><td>0</td><td>0%</td></tr><tr><td>Other ethnicities</td><td>2</td><td>0</td><td>0%</td></tr></table> <ul style="list-style-type: none">There may be various reason for these discrepancies, work is due to be under taken to understand these differences.	Ethnicity	applications	Successful	Success Rate %	White	59	39	66%	Asian/ Asian British/ Indian / Pakistani	25	12	48.0%	Black/ African / Caribbean/ Black British	12	7	58%	Mixed	3	0	0%	Other ethnicities	2	0	0%	
Ethnicity	applications	Successful	Success Rate %																											
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Mixed	3	0	0%																											
Other ethnicities	2	0	0%																											
Increase the number of new apprenticeship starts in the council including existing staff (levy)	David Humpage	March 2019	Baseline in 2016/17 - 15 apprenticeship starts Target set for August 17 to July 2018 - 45	More people are encouraged to work at the Council and up skilling of existing staff <ul style="list-style-type: none">SchoolsCouncil	<ul style="list-style-type: none">In 2017/18 - 89 Apprentices have started an apprenticeship (June 18) - exceeding the current targetFurther activity includes;<ul style="list-style-type: none">Developing pages for Workbox including videos to promote CWC apprenticeship opportunities.																									

			Apprenticeships (200%) 2.3% government target	<ul style="list-style-type: none"> 10% to Wolverhampton Homes 	<ul style="list-style-type: none"> Recruited New Apprenticeship Manager to lead the Organisational Development and Apprenticeship Scheme Manager briefings to promote apprenticeships for existing staff Launched management apprenticeship L3/4/5 for existing staff Proactively working with manager in service areas to scope work carried out and the appropriate standards to upskill their employees or identify new apprenticeship opportunities. Working with Adult Education Service to provide different support mechanisms to encourage development maths and English from entry level 3 to level 2. 	
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2. Improve marketing, information and awareness of apprenticeships in the city to young people, schools, parent's careers advisers etc

Action	Who is responsible	By when	Measures	Impact	Achievements to date	RAG						
Maximise the usage of Workbox to promote and signpost activities	Joanna Grocott	Dec 2018	Increased information, pages, and activities	Hits on Workbox, increased number of registered clients	<ul style="list-style-type: none">Updated apprenticeship pages went live in July 18All promotional activity will signpost to workboxInformation for parents is now available							
Develop and deliver city wide marketing campaign	City Apprenticeships group CWC comms	Dec 2018	Hits on workbox Social media conversions Attendance at events	More young people are aware of and apply for apprenticeships	<ul style="list-style-type: none">In July started a 10 Week Summer programme promoted through social media, workbox <table><tr><th>Week</th><th>Topics</th></tr><tr><td>1</td><td>Find out More Apprenticeship</td></tr><tr><td>2</td><td>Career in Apprenticeships</td></tr></table>		Week	Topics	1	Find out More Apprenticeship	2	Career in Apprenticeships
Week	Topics											
1	Find out More Apprenticeship											
2	Career in Apprenticeships											

			Increase in starts		<table><tr><td>3</td><td>Degree Apprenticeships</td></tr><tr><td>4</td><td>Day and Life of an apprentice</td></tr><tr><td>5</td><td>Are You Apprenticeship Ready?</td></tr><tr><td>6</td><td>Pre-Apprenticeships</td></tr><tr><td>7</td><td>Schools out, what's next? (ALEVEL results day)</td></tr><tr><td>8</td><td>Results Day - Apprenticeship for You</td></tr><tr><td>9</td><td>Adults</td></tr></table> <ul style="list-style-type: none">Over the 10 weeks programme promoting apprenticeships, pre-apprenticeships, vacancies and open days for all local providers, including improved apprenticeships information and videos on WorkboxPromotion of PALs Apprenticeships through social media city wide.	3	Degree Apprenticeships	4	Day and Life of an apprentice	5	Are You Apprenticeship Ready?	6	Pre-Apprenticeships	7	Schools out, what's next? (ALEVEL results day)	8	Results Day - Apprenticeship for You	9	Adults	
3	Degree Apprenticeships																			
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7	Schools out, what's next? (ALEVEL results day)																			
8	Results Day - Apprenticeship for You																			
9	Adults																			
Deliver roadshow of events to promote apprenticeships	City Apprenticeships group	Dec 18	Attendance at events Range of events and employer attendance	Attendance at events Numbers of providers involved	<ul style="list-style-type: none">Skills and Apprenticeships show held 27th March (1200 young people and families)Careers into Care Jobs and Apprenticeship FairApprenticeship Application coaching workshops in 3 schools through connexions<ul style="list-style-type: none">Colton HillsHeath ParkHighfields															
Actively promote and support access to local apprenticeship opportunities	City Apprenticeship Group Apprenticeship & Training Provider Network	Sept 19	Numbers on pre-apprenticeships training programmes. Numbers of apprenticeship starts	Better access for those with low levels of English, Maths and employability skills	<ul style="list-style-type: none">Drafted E-newsletter to CAG in June for consultation and agreement. Newsletter to be distributed to key partners internally and externally. Waiting for sign off at City Apprenticeship Group <div> Draft Newsletter.docx</div>															

			Target 5 different pre-apprenticeship activities by Oct 2018		<p>Dedicated Connexions PA & Wolves at Work coaches offer apprenticeship support and ongoing placement support in:</p> <ul style="list-style-type: none"> ○ Ormiston North East Wolverhampton Academy (ONEWA) ○ Colton Hills. • Wolves at Work coach offering weekly apprenticeship advice surgery • Pre-Apprenticeship programme for PAL Apprenticeships within schools (20 vacancies) Aug 18 • Pre-Apprenticeship programme for Learn Play Foundation (20 vacancies) Aug 18 • Pre- apprenticeships programme in construction • Linking with Adult Education Services to create individual development plans where appropriate, for improving maths and English. 	
Increase the range of sectors and skills areas that are on offer for young people in the city	City Apprenticeships group	Sept 18	Target 10% number increase in sectors per year	Improved access to apprenticeships in the council and the city	<ul style="list-style-type: none"> • Across the City number of apprenticeship sectors has increased from: <ul style="list-style-type: none"> ○ 2015/16 - 88, frameworks / standards ○ 2016/17 - 117, frameworks/ standards • Current Performance in quarter 2 2017/18 - 115, frameworks/ standards 	

3. Improve access to information on apprenticeships through schools

Action	Who is responsible	By when	Measures	Impact	Achievements to date	RAG
Promote apprenticeship better in schools	Helyna Carol Graham	Jul 18	Baseline in 2016/17 - 5370 young people engaged in Careers	More young people in schools are aware of apprenticeships	<ul style="list-style-type: none"> • All connexion staff are now trained apprenticeship champions 	

			Enterprise Company (CEC) activities Target - 10% increase in 2017/18 to 6013		<ul style="list-style-type: none"> 2016/17 - 19 Schools signed up to CEC, 16 activities preparing young people better for world of work 2017/18 - Sep/Feb- 19 Schools signed up to CEC, with 14 activities preparing young people better for world of work, including: <ul style="list-style-type: none"> Careers fairs Interview preparations Apprenticeship fairs Enterprise challenges Guest speakers Apprenticeship talks University visits Speed networking Company visits CV writing workshops 10,500 students participating in CEC activities Target exceeded for 2017/18 	
Increase number of schools with QICs award	Helyna Carol Graham	Sept 18	Baseline 0 Schools in 2017 Target 30% of the 20 secondary schools achieving award	Schools in the city provide young people with quality information	<ul style="list-style-type: none"> 9 schools achieved the Quality in Careers Standard award in Nov 2017 to 2018 Target exceeded these included; One special school, a PRU, five secondary schools and City of Wolverhampton College. This compares with Sandwell (5) and Dudley and Walsall (4 each). 	

4. Improve the availability of supported internships, traineeships and apprenticeships for vulnerable young people

Action	Who is responsible	By when	Measures	Impact	Achievements to date	RAG
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Use the Apprenticeships scheme within the council to develop a model for vulnerable group	Tom Denham Adrian Leach Sue Lindup Paula Warrilow	Jan 2019	A new model of recruitment, pay, placement and support	Increased number of vulnerable young people accessing opportunities in the Council	<ul style="list-style-type: none"> • Developing new recruitment process to open all apprenticeships to vulnerable groups • New apprenticeship pay to be approved which will allow care leaver and other vulnerable group to join City of Wolverhampton Council on a wage that does not compromise their living costs. • Meeting 18th June with Enable to look at ways recruit inclusive apprentices • Follow up meeting held on 5th July with Wolves at Work, Workforce Development and Enable looking ways we can work closer and be an exemplar employer • Use wolves at work to support young people to access vacancies and progress those who have completed a supported internship 	
Create 8 positions within the council	Sue Lindup David Humpage	Sept 2019	In 2018/19 create 8 supported positions	Creating opportunities for improving skills and employability for young people with EHCP	<ul style="list-style-type: none"> • Opportunity to recruit an inclusive apprentice in the skills team • Creating a streamline recruitment process that is accessible by all • Reviewing recruitment procedure to ensure all venerable groups can access apprenticeships within the council • Offering advice for manager on additional support available to them when they recruit apprentices that require extra support. 	
Work with providers like Enable to improve access to support and opportunities	Sue Lindup	Sept 2019	10 positions in other employers	Improving skills and employability for young people with EHCP	<ul style="list-style-type: none"> • NHS Trust to offer 10 opportunities for inclusive apprenticeship in <ul style="list-style-type: none"> ○ Portering ○ Catering ○ cleaning ○ Business Admin 	

					<ul style="list-style-type: none">• Wolves at work to support with a pre-apprenticeship programme for those with Education Health Care Plan (EHCP)• Enable to work with additional employers to increase the number of opportunities for young people	
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Scrutiny Work Programme

Scrutiny Board

The Board will have responsibility for scrutiny functions as they relate to:

Combined Authority, Future Customer, Future Performance and Communications

Date of Meeting	Item Description	Lead Report Author	Specific Questions for Scrutiny to consider
11.09.2018	Black Country LEP Update to include the Brexit Group Invite Equalities Champion to meeting – plans for the year. Social Care, Public Health and Corporate Complaints Report Annual Scrutiny Report to Council	Julia Cleary Cllr Gakhai Sarah Campbell Julia Cleary	
09.10.2018	School Improvement Strategy Annual Public Health Report Petitions Annual Report Update on recommendations form the Fire Safety Scrutiny	Amanda Newbold John Denley Jaswinder Kaur Julia Cleary and Martin Stevens	
11.12.2018	Budget		
08.01.2019	Update on the Combined Authority Overview and Scrutiny Committee and Task and Finish Groups	Overview and Scrutiny Officer – CA	Cllr Peter Hughes and Lyndsry Roberts Cllr Steve Simkins

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		Julia Cleary	
12.03.2019	Portfolio Holder for Governance Questions and Answer Session Leader Q & A Session		
09.04.2019			

Other potential items: -

1. Cyber Security

Scrutiny Reviews

1. Budget Task and Finish Group for the Combined Authority Scrutiny Committee
2. Transport- what could transport in the city look like in 20 years' time?
3. Possible Councillor engagement (See M. Sargeant Tettenhall Governance Review Report)
4. Flooding and Emergency Response – Cllr Bateman to chair.
5. Work Experience/Skills
6. Children and Adolescent Mental Health Services (response to Yough Council mini review).
7. Mini Scrutiny Reviews with Youth Council based on Make Your Mark
8. Autism
9. Review into CAMHS
10. Mini Review Transport Recommendations – invite Transport Police, Anti Social Behaviour Officers and Safer Travel Team.

Scrutiny Board – Terms of Reference

- a. To arrange for the consideration of forthcoming Executive Decisions published in accordance with the Access to Information Procedure Rules with a view to identifying issues for early discussion with the Cabinet and/or scrutiny prior to decisions being made.
- b. The Board will oversee the operation of the [call-in mechanisms](#) with the Panels being responsible for hearing those call-ins related to their terms of reference. When the call-in relates to an overarching policy framework / budget issue or a matter that falls within the remit of more than one scrutiny panel it will default to the Scrutiny Board. Further, if the issue is considered to be of particular significance, either the Chair or Vice Chair of the Scrutiny Board can ask for it to come to the Board.
- d. The Board will oversee the work programmes of Scrutiny Panels to avoid duplication of work and to ensure coherence of approach to cross-cutting policy themes. The Board may determine that one named Panel shall take lead responsibility for a cross-cutting policy theme or may determine that the work be shared between one or more named Panels.
- e. The Board will ensure coherence between the policy development work of the named Panels and their role in the consideration of reports received from external auditors and external regulatory Inspectors.
- f. The Board will make recommendations to the Cabinet on the allocation of budgetary and employee resources held centrally for the purpose of supporting scrutiny work.
- g. The Board will ensure that good practices and methods of working are shared between Panels and in particular will seek to optimise the inclusion of citizens, partners and stakeholders in the work of Scrutiny.
- h. The Board will review or scrutinise non-Cabinet business and may make reports or recommendations to the Council. The Board will consider policy and due process and will not scrutinise individual decisions made by Regulatory or other Committees particularly those

quasi-judicial decisions relating to development control, licensing etc. which have been delegated by the Council. The Board will not act as an appeal body in respect of non-Cabinet functions.

- i. The Board will oversee the work of any Councillors appointed to act as lead members or 'champions' in respect of any specific priority tasks or areas of policy development identified by the Council.
- j. The Board or another relevant scrutiny panel will consider any petition that contains 2,500-4,999 signatures with a view to making recommendations for action by employees or review by the Executive as appropriate.
- k. The Board will undertake the tracking and monitoring of scrutiny review recommendations.
- L. The Board will oversee the coordination of the budget scrutiny process.

Confident, Capable Council Scrutiny Panel Work Programme

The Panel has responsibility for Scrutiny functions as they relate to, Strategic Financial Services, Revenues and Benefits, Strategic Procurement, The HUB, Audit, Human Resources, Corporate Administration, Democracy, Corporate Landlord, Transformation and ICT

Date of Meeting	Item Description	Lead Report Author	Specific Questions for Scrutiny to consider
26.09.2018	<ul style="list-style-type: none"> • Future Spaces – the use of the mezzanine area and temporary Councillor Office Area - future plans – briefing paper • Visitor Access to Civic Centre – public access to committee rooms and the Council Chamber - briefing paper • Treasury Management – Annual Report 2017-2018 and Activity Monitoring Quarter One 2018-2019 • The promotion of public participation in local and national elections • Polling Station provision 	<p>Andy Moran, Director of Commercial Services</p> <p>Andy Moran, Director of Commercial Services</p> <p>Claire Nye, Director of Finance</p> <p>Laura Noonan</p> <p>Laura Noonan</p>	<p>Update on review Electoral registration scrutiny review report recommendations – 17.1.17 Scrutiny Board</p> <p>Briefing on the provision of polling places across Wolverhampton and comment on whether current provision is reasonable and practicable</p>

Tbc	<ul style="list-style-type: none"> Future Spaces – update - capital funding of future projects and the management and disposal of council owned buildings and assets. The findings of the lessons learnt report on the Civic Halls 	<p>Andy Moran, Director of Commercial Services/ Claire Nye, Director of FinanceSarah</p>	
Tbc	<ul style="list-style-type: none"> Training session on treasury management 	<p>Claire Nye, Director of Finance</p>	
28.11.2018	<ul style="list-style-type: none"> Legal Services Private Work Strategic Procurement (<i>Provisional</i>) 	<p>Martyn Sargeant, Head of Public Service Reform</p> <p>Martyn Sargeant, Head of Public Service Reform</p> <p>Kevin O'Keefe, Director of Governance</p> <p>Andy Moran, Director of Commercial Services</p>	

06.02.2019	<ul style="list-style-type: none"> Welfare Reform Changes – Update (<i>Provisional</i>) Portfolio Holder Session with Q & A 	<p>Claire Nye, Director of Finance</p> <p>Cllr Louise Miles</p>	To understand what benefits and support services are available to residents and the policies in place to help people come off, live better on, or avoid needing benefits and how effective they are.
10.04.2019	<ul style="list-style-type: none"> Assesment and evaluation of the Smart Working Policy Print and Design service – report on performance of the service following the installation of new machines 	Denise Pearce, Head of Human Resources	How well is the service being used by the Council and external customers?

Future Items

- Briefing on completing election expenses forms
- Customer Service Experience – 26.9.18 (tbc)

Stronger City Economy Scrutiny Panel Work Programme

The Panel will have responsibility for Scrutiny functions as they relate to: -

Enterprise and Skills, City Development, Visitor Economy, Adult and Cultural Learning, Economic Inclusion and Service Development.

Date of Meeting	Item Description	Lead Report Author	Specific Questions for Scrutiny to consider
18.09.2018	<ul style="list-style-type: none"> City Apprenticeships – include what employers want and education levels of those leaving school. Annual Review of previous Scrutiny Municipal year 	Angela McKeever Heather Clark	(Note - Ensure – Meredith Teasdale Invited + Youth Council reps)
20.11.2018	<ul style="list-style-type: none"> Portfolio Holder Session with Q & A Supporting businesses in the City to Innovate 	John Reynolds Isobel Woods / Charlotte Johns	
12.02.2019	TBC		
02.04.2019	TBC		

Other Potential items (when something significant needs a panel recommendation):

1. The potential effects of Brexit on the local economy (inviting Black Country LEP Brexit Group Chair and support Officer)
2. Policy implications from West Midlands Combined Authority/Regional/National or International Sources
3. How do we monitor our communications?
4. Skills and Employment

Vibrant and Sustainable City Scrutiny Panel Work Programme

The Panel will have responsibility for Scrutiny functions as they relate to: -

Operational Services, Public Realm, Commercial Services, Regulatory Services (policy), City Housing, Planning (policy), Strategic Transport, Keeping the city clean, Keeping the city moving, Improving the city housing offer and Strategic Asset Management.

Date of Meeting	Item Description	Lead Report Author	Specific Questions for Scrutiny to consider
04.10.2018	<ul style="list-style-type: none"> Parking Outside Schools – Review Progress of Implementation of recommendations Update Report from Kingdom on number of tickets issued to people with special needs or vulnerabilities and the amount of people who do not pay FPNs Council's Tree Policy 	Ross Cook & Earl Piggott-Smith Shaun Walker Steve Woodward & Richard Johnson	
06.12.2018	<ul style="list-style-type: none"> Active Travel WV Active Briefing Note – Christmas Waste Collections 	John Denley Sean McBurney Ross Cook	How well are WV Active doing at meeting their targets?
28.02.2019	<ul style="list-style-type: none"> Portfolio Holder Session with Q & A Evaluation of Waste Management Delivery Plan 	Steve Evans Ross Cook	

11.04.2019	<ul style="list-style-type: none">• Environment Survey Results• Full Review of Housing Allocations Policy	Steve Woodward Mila Simpson	

Potential Future Item: -

- 1. The Condition of the Roads (Including Potholes) in Wolverhampton
- 2. Transport Scrutiny
- 3. Briefing note on the results of the Environmental Services Survey

Health Scrutiny Panel

The Panel will have responsibility for Scrutiny functions as they relate to:-

- All health-related issues, including liaison with NHS Trusts, Clinical Commissioning Groups, Health and Wellbeing Board and HealthWatch.
- All functions of the Council contained in the National Health Service Act 2006, to all regulations and directions made under the Health and Social Care Act 2001, the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002,
- The Health and Social Care Act 2012 and related regulations.
- Reports and recommendations to relevant NHS bodies, relevant health service providers, the Secretary of State or Regulators.
- Initiating the response to any formal consultation undertaken by relevant NHS Trusts and Clinical Commissioning Groups or other health providers or commissioners on any substantial development or variation in services.
- Participating with other relevant neighbouring local authorities in any joint scrutiny arrangements of NHS Trusts providing cross border services.
- Decisions made by or actions of the Health and Wellbeing Board.
- Public Health – Intelligence and Evidence
- Public Health – Health Protection and NHS Facing
- Public Health - Transformation
- Public Health – Commissioning
- Healthier City
- Mental Health
- Commissioning Mental Health and Disability
- HeadStart Programme

Date of Meeting	Item Description	Lead Report Author	Specific Questions for Scrutiny to consider
20.09.2018	<ul style="list-style-type: none"> Urgent and Emergency Care 7-day Services* Wolverhampton Joint Health & Wellbeing Strategy 2018-2023* Draft Joint Public Mental Health and Wellbeing Strategy 2018 – 2021* Transforming Care Plans (TCP) for adults, children and young people with Learning Disabilities and/or Autism across the Black Country* Mental Health Commissioning Review Update on Recommendations* Black Country Sustainability and Transformation Plan - update 	<p>Dr Odum, The Royal Wolverhampton NHS Trust</p> <p>John Denley, Director of Public Health</p> <p>Lina Martino, CWC/Sarah Fellows, WCCG</p> <p>Kate Wilkins – Black Country Transforming Care Partnership</p> <p>City of Wolverhampton Council - Brendan Clifford</p> <ul style="list-style-type: none"> Dr Helen Hibbs, WCCG 	
23.10.2018 (Special Meeting)	<ul style="list-style-type: none"> Mortality Rates 	John Denley, Director of Public Health	
25.10.2018 (Special Review Meeting)	<ul style="list-style-type: none"> Death certification process 	Julia Goudman (Registration Service), The Royal Wolverhampton NHS Trust (Dr Julian Parkes, Elaine Roberts)	

15.11.2018	<ul style="list-style-type: none"> Refreshed CAMHS Local Transformation Plan Winter planning/resilience plans - update Integrated Care Alliance in Wolverhampton Patient Advice and Liaison Service (PALS) 	<p>Margaret Courts Children's Commissioning Manager, WCCG</p> <p>Dr Odum, The Royal Wolverhampton NHS Trust</p> <p>The Royal Wolverhampton NHS Trust</p> <p>Alison Dowling Head of Patient Experience and Public Involvement The Royal Wolverhampton NHS Trust</p>	<p>Primary Care Vertical Integration</p> <p>Presentation will be given.</p>
24.01.2019	<ul style="list-style-type: none"> Black Country Partnership NHS Foundation Trust – Transforming Care Partnership – update and Quality Accounts 2018/19 – progress against priorities Eye and hearing checks Cancer treatment services – performance against national targets RWHT – staff recruitment and retention 	<p>Lesley Writtle, Black Country Partnership</p> <p>Andrea Smith, Head of Integrated Commissioning, Wolverhampton CCG</p> <p>The Royal Wolverhampton NHS Trust</p> <p>The Royal Wolverhampton NHS Trust</p>	<p>performance against local and national targets</p>

			maintaining staff levels to deliver safer care and better patient experience
21.03.2019	<ul style="list-style-type: none"> Hospital Mortality Statistics – update Public Health Vision – Review of Progress against national performance targets GP appointment waiting times – involve Wolverhampton Healthwatch 	<p>Dr Odum, The Royal Wolverhampton NHS Trust</p> <p>John Denley, Director of Public Health</p> <p>Wolverhampton CCG and Healthwatch</p>	<p>http://www.wolverhampton.gov.uk/health</p>

List of potential topics - dates and method of scrutiny to be agreed by the panel

1. West Midlands Ambulance Service - Quality Accounts 2017/18 - May 2019 (tbc)
2. RWHT - Quality Accounts 2017/18 – 23 May 2019 (tbc)
3. Black Country Partnership NHS Foundation Trust – Quality Accounts – May 2019 (tbc)
4. Walsall CCG - [Reconfiguration of hyper acute and acute stroke services](#)
5. Ward sizes, age, transition arrangements for a young person moving to an adult ward

Adults and Safer City Scrutiny Panel

The Panel will have responsibility for scrutiny functions as they relate to: -

Older people assessment and care management, Financial support services, Libraries and community hubs, Independent living centre, Commissioning older people, Carers support and All age disabilities (disabilities).

Date of Meeting	Item Description	Lead Report Author	Specific Questions for Scrutiny to consider
25.09.2018	<ul style="list-style-type: none">Wolverhampton Adult Education Service - briefing about the current education offerProgress report on the implementation of the recommendations from the Scrutiny Review of the Adult Mental Health CommissioningUpdate on adult case file audits:one year onAdults Social Worker Health Check survey	Joanne Keatley, Head of Service Earl Piggott-Smith Jennifer Rogers Jennifer Rogers	
	<ul style="list-style-type: none">The West Midlands Police and Crime Plan 2016-20	David Jamieson, West Midlands Police and Crime Commissioner	

27.11.2018	Transport – Safety, Bus Shelters (reponse to Youth Council mini review)		
	<ul style="list-style-type: none"> Wolverhampton Safeguarding Children and Adults Board Annual Report 	Dawn Williams (Head Of Safeguarding)	
29.01.2019	TBC		
26.03.2019	<ul style="list-style-type: none"> Principal Social Worker Annual Report Quality Assurance Compliance Update Transforming Care - Annual Report 2019 	Louise Haughton, Principal Social Worker	

Adults and Safer City Scrutiny Panel

Long list of topics - dates for presentation and method of scrutiny to be agreed

1. Quality of Care – issues of quality assurance - Sarah Smith, Head of Commissioning
2. Draft People Directorate Commissioning Strategy – 13.6.17
3. Responding to Serious and Organised Crime - To provide an outline of partnership proposals to address serious and organised crime in the city and the Council's contribution. (Karen Samuels – CWC Community Safety/Chief Inspector Karen Geddes – West Midlands Police/Andy Moran – CWC Procurement)

Briefing notes for distribution via the Document Library:

1. Fatal Contraband and Alcohol - Update requested from meeting in July 2016 – Sue Smith agreed to lead
2. Crime Reduction and Community Safety and Drugs Strategy Update – request from meeting held in July 2017 – Karen Samuels and David Watts
3. Supporting a Safe and Seamless Transfer from Specialist Care or Hospital Setting – Update to be provided following meeting on 31 January 2017 (David Watts).
4. Better Care Fund – Update requested at meeting held on 31 January 2017.
5. Dementia City – Update on how GP services could be improved, any identified strengths and weaknesses and if possible data on which GPs were reporting incidents – lead Kathy Roper

Children, Young People and Families Scrutiny Panel

The Panel will have responsibility for scrutiny functions as they relate to: -

Children in need/child protection, Looked after children, Early help 0-5, Early help 5-18, Youth offending, Children's commissioning, School planning and resources and Standards and vulnerable pupils.

Date of Meeting	Item Description	Lead Report Author	Specific Questions for Scrutiny to consider
5.9.18	<ul style="list-style-type: none"> Elective Home Education - DfE consultation: Home Education 	Rachel King, Head of Service	
	<ul style="list-style-type: none"> School Accesbility Strategy (Pre-Decision Scrutiny) 	Adrian Leach, Head of Special Educational Needs and Disability	Requested by SEB
	<ul style="list-style-type: none"> Old Fallings adventure playground (briefing paper) 	Andrew Wolverson, Head of Service People	
14.11.2018	<ul style="list-style-type: none"> The Vision for School Organisation 2018-2020: City of Wolverhampton Education Place Planning - Update 	Bill Hague, Head of School Planning	
	<ul style="list-style-type: none"> Local Offer for Care Leavers 	Alison Hinds	
	<ul style="list-style-type: none"> Wolverhampton Safeguarding Children and Adults Board Annual Report 	Dawn Williams (Head of Safeguarding)	Invite Linda Sanders – Confirm format of reports etc
	<ul style="list-style-type: none"> The provision of SEN at post 16 and presentation self-assessment report on current provision 	Adrian Leach, Head of Special Educational Needs and Disability	
	<ul style="list-style-type: none"> Progress report on the implementation of the 2018-19 Children and Young People Service Improvement Plan on 16 January 2019 	Emma Bennett, Director for Children's Service	

	<ul style="list-style-type: none"> • Troubled Families Report 	Kate Lees - Strengthening Families Partnership Manager	
16.01.2019	<ul style="list-style-type: none"> • Children and Young People Service Improvement Plan 2018-19 – update • The Vision for School Organisation and School Expansion 	Emma Bennett, Director for Children's Service Stephanie Knight School Organisation Officer	
27.03.2019	TBC		

Long list of topics - dates for presentation and method of scrutiny to be agreed

1. Supporting Unaccompanied Asylum-Seeking Children
2. Mental Health Issues/CAMHS (Emma Bennett/CCG)
3. Unregistered independent schools and out of school settings
4. Youth Justice Plan 2018-2019 – action plan
5. Apprenticeship educational requirements
6. Progress report on school's expansion
7. Early Help Strategy 2018-2022
8. Children's Trust Board – briefing paper

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