

Scrutiny Board

13 December 2016

Time 6.00 pm **Public Meeting?** YES **Type of meeting** Scrutiny
Venue Committee Room 3 - 3rd Floor - Civic Centre

Membership

Chair Cllr Stephen Simkins (Lab)
Vice-chair Cllr Patricia Patten (Con)

Labour

Cllr Ian Angus
Cllr Paula Brookfield
Cllr Peter O'Neill
Cllr Rita Potter
Cllr Jacqueline Sweetman
Cllr Philip Bateman
Cllr Greg Brackenridge
Cllr Jasbir Jaspal
Cllr Rupinderjit Kaur
Cllr Louise Miles

Conservative

Cllr Arun Photay

Quorum for this meeting is four Councillors.

Information for the Public

If you have any queries about this meeting, please contact the democratic support team:

Contact Julia Cleary
Tel/Email 01902 555046 or julia.cleary@wolverhampton.gov.uk
Address Democratic Support, Civic Centre, 1st floor, St Peter's Square,
Wolverhampton WV1 1RL

Copies of other agendas and reports are available from:

Website <http://wolverhampton.moderngov.co.uk/>
Email democratic.support@wolverhampton.gov.uk
Tel 01902 555043

Please take note of the protocol for filming, recording, and use of social media in meetings, copies of which are displayed in the meeting room.

Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

Agenda

Part 1 – items open to the press and public

Item No. *Title*

MEETING BUSINESS ITEMS

- 1 **Apologies for absence**
- 2 **Declarations of interest**
- 3 **Minutes of the previous meeting** (Pages 3 - 8)
[To approve the minutes of the previous meeting as a correct record.]
- 4 **Matters arising**

PRE-DECISION SCRUTINY ITEMS

- 5 **Draft Budget 2017/18**
[To review the comments of each Scrutiny Panel and provide further feedback to Cabinet – This report will be sent to follow.]

DISCUSSION ITEMS

- 6 **Complaints Procedures**
[To receive a presentation from Steve Rice, Customer Engagement Manager in relation to:
 - The Corporate Complaint Procedures
 - The Social Care Complaint Procedures [adults and children] and Public Health.]
- 7 **Information Governance Performance Report Quarter Two** (Pages 9 - 14)
[Anna Zollino-Biscotti, Information Governance Manager to present Quarter Two information governance performance report for information and comment.]
- 8 **Scrutiny Review Update - Child Sexual Exploitation** (Pages 15 - 32)
To consider a report updating Scrutiny Board on progress in implementing recommendations of the Child Sexual Exploitation (CSE) Scrutiny Review completed during 2015/16.]
- 9 **Work programme** (Pages 33 - 38)
[To consider the Board's work programme for future meetings.]

Scrutiny Board

Minutes - 8 November 2016

Attendance

Members of the Scrutiny Board

Cllr Paula Brookfield
Cllr Peter O'Neill
Cllr Jacqueline Sweetman
Cllr Philip Bateman
Cllr Greg Brackenridge
Cllr Arun Photay
Cllr Rupinderjit Kaur
Cllr Louise Miles
Cllr Daniel Warren
Cllr Wendy Thompson

The Leader of the Council, Cllr Roger Lawrence was also in attendance

Employees

Keith Ireland	Managing Director
Kate Howard	Post 16 Lead
Colin Parr	Head of Governance
Bill Hague	Head of School Planning and Resources
Julia Cleary	Scrutiny and Systems Manager

Part 1 – items open to the press and public

Item No. *Title*

- 1 **Apologies for absence**
Apologies for absence were received from Cllr Simkins, Cllr Patten, Cllr Angus, Cllr Potter and Cllr Jaspal.

In the absence of the Chair and the Vice Chair Cllr Peter O'Neill was nominated to Chair the meeting, this was seconded and all were in agreement.

Resolved: That Cllr O'Neill take the Chair.

- 2 **Declarations of interest**
Cllr Brackenridge declared that he had a personal interest in relation to the item due to be discussed regarding the Post 16 Update as his wife was a teacher. The Chair

confirmed that this interest would not prohibit Cllr Brackenridge from participating in the discussion.

There were no other declarations of interest.

3 **Minutes of the previous meeting (13 September 2016)**

Resolved: That the minutes of the previous meeting be approved as a correct record.

4 **Matters arising**

There were no matters arising.

5 **The Development of Scrutiny**

The Council Leader introduced a report in relation to the future developments of Scrutiny. The Leader stated that there was a weakness in how scrutiny was working and that he had requested the Managing Director to address this.

The highlighted concerns included the resources allocated to the scrutiny function, the format of the Scrutiny Board, how petitions were dealt with and the engagement of the Executive in the scrutiny process.

Members considered the report and the areas put forward to help move the scrutiny function forward. The recommendations included having a pre-agreed thematic issue at each meeting of the Scrutiny Board presented by a Cabinet Member, three Council wide presentation sessions a year in the Council Chamber covering high level cross cutting issues and a dedicated intranet resource.

Cllr Brookfield stated that it was also vital that scrutiny be engaged at the outset of any consultation processes rather than at the end when it was too late to have an input and monitor the consultation.

The Managing Director confirmed that SEB would be looking into the consultation processes carried out across the Council to ensure that there was consistency in approach.

Cllr Miles stated that she welcomed the recommendations and acknowledged that work was needed to bring the scrutiny function up to date.

Cllr Sweetman requested that the Members be provided with some feedback in relation to the Managing Director and Leader's visit to China and it was agreed that this would form the basis of the first council wide briefing session.

Resolved:

1. That the existing Scrutiny Board work programme be revised so that each meeting going forward will consider a pre-agreed thematic issue presented by a Cabinet Member.
2. That Scrutiny Officers co-ordinate three Council wide presentation sessions a year in the Council Chamber covering high level cross cutting issues.
3. That a dedicated intranet resource is established for all scrutiny members.

4. That review panels consist of no more than 5-7 members and that the maximum number of reviews per year be increased to 6.
5. That the first council wide briefing session provides feedback to members on the visit to China.

6 **Scrutiny Reviews**

The Scrutiny and Systems Manager provided an update on the current scrutiny reviews. A meeting had been held on the previous evening with the Chairs of the three review groups and briefs had been received from Officers in relation to the City's Apprenticeship Officer and Succession Planning. Information was still outstanding in relation to the third review regarding adult mental health commissioning but a briefing note was expected in the next few days.

Resolved: That the update be noted.

7 **Work Programme**

Members considered a report updating the Scrutiny Board work programme for 2016-17.

Resolved: That the updated work programmed be noted and agreed.

8 **Post 16 Update**

Kate Howard, Post 16 Lead for the Council presented a report the purpose of which was to provide an overview of the Post-16 education and skills landscape and the strategic plan to deliver Post-16 priorities which had been endorsed by SEB in March and June 2016 and the Education Board in June 2016.

Members were informed that there were 5 Priority areas to support the Post-16 City strategy which were supported by an implementation plan, endorsed by The Young People Skills and Employment Group, SEB and Wolverhampton Education Board. The areas were:

- Priority 1: Improving Partnership and Collaboration
- Priority 2: Supporting Aspirational Attainment
- Priority 3: Ensuring Demand Led and Inclusive Post-16 Provision
- Priority 4: Developing a Skills Pipeline to Sustainable Employment
- Priority 5: Planning Capital Investment

Members agreed that Priority 1 in relation to forming connections was vital for young people as it would provide them with the essential guidance needed for them to consider how best to approach a future career.

Officers confirmed that in every strategic document the Council had produced regarding this area, there was guidance in relation to careers and that training was being rolled out in all schools by independent guidance leads. Officers stated that to date 12 schools had signed up for the first phase and that they were looking at working back down the school to include pupils in year 8.

Members reiterated the fact that collaboration would be key and queried what the role of the Council would be in the process. Officers stated that the Council would act

a broker and facilitator and that this role had been enhanced due to the fantastic evidence base that the council now had through the skills team.

Members did express some concern that the Council was not aspirational enough in approaching big businesses such as Jaguar Landrover. Officers stated that work was being done to get the learning routes in place to enable young people to progress into big companies at an affordable cost as at the moment many schools could not afford it.

Members stated that scrutiny had recently carried out a review into skills which had been led by Cllr Angus. Officers confirmed that the recommendations from this review were still relevant and being implemented.

Members considered page 4 of the report which referred to the establishment of business champions and a careers enterprise company initiative focusing on improving business engagement with all secondary schools across the City. Members queried whether this would focus on entrepreneurial skills. Officers stated that yes this was the main focus and that there would be 4 business champions in Wolverhampton committed to one school each.

Members highlighted a recent example where a course at the university had been specifically written in partnership with a demolition company to allow a student to achieve a relevant qualification thus showing that collaboration did work and that companies were willing to get involved. Officers agreed and stated that the introduction of the Work Box would help with this and allow officers to monitor and provide more case studies.

Members stated that vocational courses were very important and often led to good employability but that the money paid to apprentices was often poor. Officers agreed that funding could be poor and that officers were looking at ways to access funding and that the LEP was involved in this.

Members requested that information be provided before the end of the year regarding how many apprenticeships had been taken up.

The Chair queried whether there was still collaboration between educational sites. Officers stated that this was dependant on circumstances such as geography but that there was a focus on partnership working as highlighted in the report with an aim to maintaining the sustainability of the schools. Officers also stated that the Education Department had worked well in improving governance arrangements in schools and that GCSE results were rising and were now above the national average.

Members also stated the importance of ensuring that good teachers were able to remain to teach post 16 students in schools as it was often the support of a good teacher that encouraged young people to remain in education and pursue their career choice.

Members thanked officers for a detailed and impressive paper.

Resolved:

1. That the comments of the Committee be noted.

2. That information be provided in relation to the number of apprenticeships taken up,

This page is intentionally left blank

Scrutiny Board

13 December 2016

Report title	Information Governance Performance Report – Quarter Two 2016/17	
Cabinet member with lead responsibility	Councillor Milkinderpal Jaspal Governance	
Wards affected	All	
Accountable director	Kevin O’Keefe, Governance	
Originating service	Democracy	
Accountable employee(s)	Anna Zollino-Biscotti	Information Governance Manager
	Tel	01902 555166
	Email	anna.zollino-biscotti@wolverhampton.gov.uk
Report to be/has been considered by	Information Governance Board	15 December 2016
	Cabinet Performance Management Panel	28 November 2016

Recommendation(s) for action or decision:

The Scrutiny Board is recommended to:

1. Review and comment on the Quarter Two performance for Information Governance
2. Identify and feedback any further action that may be necessary.
3. Recommend any issues to be referred to the Information Governance Board for further consideration

1.0 Purpose

- 1.1 To report on the performance of Information Governance for Quarter Two (July – September 2016).

2.0 Background

- 2.1 The Information Commissioner's Office (ICO) conducted consensual audits of the Council in October 2011 and July 2012.
- 2.2 The October 2011 audit covered requests for personal data and requests made under the Freedom of Information Act 2000 (FOI). The ICO's subsequent overall opinion was that there was a very limited assurance that processes and procedures were in place and being adhered to.
- 2.3 The ICO carried out a further audit on 19 July 2012 to measure the extent to which the City of Wolverhampton Council had implemented the agreed recommendations and identify any subsequent change to the level of assurance previously given. This was based on an update provided in March 2012 and subsequent management information. The ICO raised the Council's status from Red "Very Limited Assurance" to Amber "Limited Assurance" as an acknowledgement that progress had been made.
- 2.4 The Council provided a final management update to the ICO on 20 December 2012, after which the ICO confirmed that the audit process had been brought to a conclusion. Throughout 2013, work continued to ensure that a strategic approach was adopted to how the Council managed information assets.
- 2.5 In February 2014, the ICO had asked for further updates on our progress, as a result of information incidents the Council was managing. The Council was then placed under an enforcement notice to achieve 100% of employees having undertaken the mandatory 'protecting information training'.
- 2.6 In June 2014, the Council complied with the enforcement notice and achieved 100% of employees completing the 'protecting information' training.
- 2.7 In June 2016, as a result of an information incident, the Council signed a written undertaking with the ICO to ensure that all staff handling personal data receive data protection training and that it is refreshed at regular intervals not exceeding two years. In addition, the Council was also required to devise and implement a system to monitor training.
- 2.8 In order to ensure ongoing improvements with information governance this report outlines current performance.

3.0 Progress/Update

- 3.1 The IG performance figures for Quarter Two are contained in appendix A.
- 3.2 243 requests were received for Freedom of Information /Environmental Information which is six less than those received in quarter one. All requests were answered within the statutory timeframe of 20 days.
- 3.3 83 requests were received for Data Protection which is 29 less than the numbers received last quarter. Only one request went over the statutory 40 day timeframe. This was the result of the request not being received into the IG Team from West Midlands Pension Fund until after the deadline date had passed.
- 3.4 The number of information incidents reported for the quarter has reduced slightly – 11 incidents were reported which is eight less than the number reported in quarter one.
- 3.5 There were 143 new starters in quarter two; this is 36 more than the number who joined the council in quarter one. Out of this number, 88 completed the mandatory protecting information module which is an increase of 13 percent on the number of new starters who completed the training in the last quarter.

4.0 Financial implications

- 4.1 There are no financial implications associated with the recommendation in this report as Councillors are requested to review the progress made on information governance.
- 4.2 It is worth noting, however, that a failure to effectively manage information governance carries a financial risk. Inaccurate and out of date information can lead to poor decision making and a potential waste of financial resources. In addition to this, poor information governance can actually result in a fine of up to £500,000 from the ICO.

[MK/01122016/O]

5.0 Legal implications

- 5.1 The Council has a legal duty under the Data Protection Act 1998, Freedom of Information Act 2000 and Environmental Information Regulations 2004 to appropriately manage and protect information assets.
- 5.2 The integration of Public Health into the Council in April 2012 required the Council to provide assurance to the NHS that it had in place suitable information governance policies, procedures and processes.
- 5.3 Failure to effectively manage information governance could increase risk of exposure to fraud and malicious acts, reputational damage, an inability to recover from major incidents and potential harm to individuals or groups due to inappropriate disclosure of information.

5.4 The Information Commissioner has the legal authority to:

- Fine organisations up to £500,000 per breach of the Data Protection Act or Privacy & Electronic Communication Regulations
- Conduct assessments to check organisations are complying with the Act
- Serve Enforcement Notices and 'stop now' orders where there has been a breach of the Act, requiring organisations to take (or refrain from taking) specified steps in order to ensure they comply with the law
- Prosecute those who commit criminal offences under section 55 of the Act
- Conduct audits to assess whether organisations processing of personal data follows good practice
- Report issues of concern to Parliament.

[TS/30112016/B]

6.0 Equalities implications

6.1 There are no equality implications arising from this report and its recommendations.

6.2 All policies and procedures developed as part of the information governance maturity model will undergo an equalities analysis screen and full analysis if appropriate.

7.0 Environmental implications

7.1 There are no environmental implications arising from this report.

8.0 Human resources implications

8.1 All employees are required to comply with Information Governance legislation and are required to complete the mandatory 'protecting information training'.

9.0 Corporate landlord implications

9.1 There are no corporate landlord implications arising from this report.

10.0 Schedule of background papers

10.1 Update on Information Governance report to Cabinet – 26 March 2014.

Information Governance Summary Quarter Two - 2016/2017

Freedom of Information (FOI) requests received by Directorate Q2 2016/2017

FOIs by Directorate	July		August		September	
	Total	%	Total	%	Total	%
Corporate	26	100%	34	100%	24	100%
Education	6	100%	4	100%	3	100%
Housing	5	100%	0	100%	4	100%
People	19	100%	18	100%	25	100%
Place	25	100%	19	100%	26	100%
WMPF	0	100%	4	100%	1	100%
BC Transport	0		0		0	
WM Transport	0		0		0	
Overall	81	100%	79	100%	83	100%

Training Q2 2016/2017

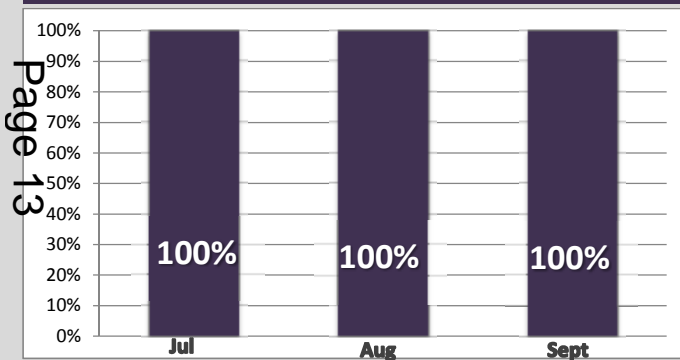
New Starters -143

88 - completed 62%
55 - not completed 38%

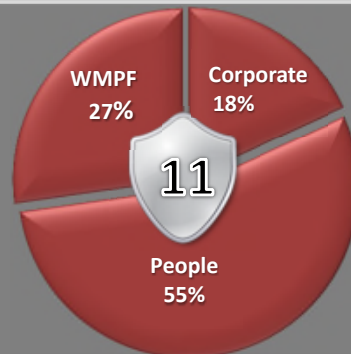
Data Protection (DP) requests received by Directorate Q2 - 2016/2017

DPs Directorate	July		August		September	
	Total	%	Total	%	Total	%
Corporate	12	100%	16	100%	12	100%
Education	0		1	100%	0	
Housing	2	100%	0		0	
People	3	100%	4	100%	4	100%
Place	5	100%	10	100%	12	100%
WMPF	0		1	0%	1	100%
BC Transport	0		0		0	
WM Transport	0		0		0	
Overall	22	100%	32	97%	29	100%

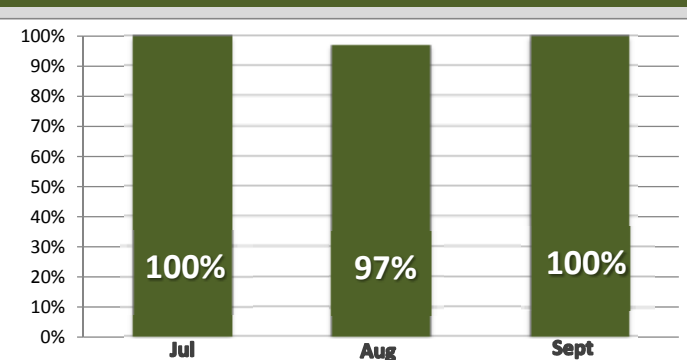
Freedom of Information (FOI) Response Rates Q2



Information Incidents Q2



Data Protection Request (DP) Response Rates Q2



Quarter 2
2016/17

100%

FOI Response Rate

cumulative
to date
2016/17

100%

Quarter 2
2016/17

99%

DP Response Rate

cumulative
to date
2016/17

99.5%

This page is intentionally left blank

Scrutiny Board

8 November 2016

Report title	Scrutiny Review of Child Sexual Exploitation Recommendations – Update	
Cabinet member with lead responsibility	Councillor Val Gibson Children and Young People	
Wards affected	All	
Accountable director	Linda Sanders – People Directorate	
Originating service	Governance	
Accountable employee(s)	Earl Piggott-Smith	Scrutiny Officer
	Tel	01902 551251
	Email	Earl.piggott-smith@wolverhampton.gov.uk
Report to be/has been considered by		

Recommendation(s) for action or decision:

The Scrutiny Board is recommended to:

1. Consider progress made to implement recommendations from the scrutiny review of child exploitation which concluded in 2016.
2. Agree to close down the review on the basis that the recommendations have been implemented and proposals for sustainable delivery developed.

1.0 Purpose

- 1.1 The purpose of this report is to update Scrutiny Board on progress in implementing recommendations of the Child Sexual Exploitation (CSE) Scrutiny Review completed during 2015/16, as requested at the meeting.
- 1.2 To bring to the attention of Scrutiny Board the executive response as **Appendix 1**.

2.0 Background

- 2.1 At the Annual Scrutiny Planning Session on 3 June 2015 Councillors suggested that the topic of CSE would benefit from a scrutiny review. The scrutiny review group met on seven occasions to gather evidence from key witnesses with knowledge and understanding of the issues under investigation.
- 2.2 The overall aim of the review was to assess the effectiveness and impact of local safeguarding policies and practices in protecting children and young people in Wolverhampton from the risk of being sexually exploited.
- 2.3 The members of the review group wanted reassurance that the City of Wolverhampton Council and members of Wolverhampton Safeguarding Children Board (WSCB) were meeting their responsibilities to protect vulnerable children from the risk of being sexually exploited based on the known scale and extent of CSE in Wolverhampton.

3.0 Financial implications

- 3.1 There are no financial implications arising directly from this report. Any costs associated with the executive response to the scrutiny review will be met from existing safeguarding budgets.
[GS/02112016/I]

4.0 Legal implications

- 4.1 There are no legal implications arising from the recommendations in this report.
[TC/07112016/A]

5.0 Equalities implications

- 5.1 There are no direct equalities implications arising from the findings or recommendations in this report. However, the equalities implications of the recommendations will be considered throughout the municipal year.

6.0 Environmental implications

- 6.1 There are no environmental implications arising from the recommendations in this report.

7.0 Human resources implications

- 7.1 There are no human resource implications arising from the recommendations in this report.

8.0 Corporate landlord implications

8.1 There are no corporate landlord implications arising from the recommendations in this report.

9.0 Schedule of background papers

9.1 Scrutiny Review of Child Sexual Exploitation - Cabinet - 20 April 2016

This page is intentionally left blank

Appendix 1 Executive response: Scrutiny Review of Child Sexual Exploitation

Recommendation 1. The Head of Safeguarding to produce a six monthly newsletter on safeguarding matters for all Wolverhampton Councillors.		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	The first newsletter will be published in September 2016 and the second in April 2017 - the newsletter will be then be published every six months. A draft of the newsletter has been shared with members of the review group.	Dawn Williams, Head of Safeguarding, City of Wolverhampton Council
Recommendation 2. The Head of Safeguarding to ensure that the Wolverhampton Safeguarding Children Board Child Sexual Exploitation Strategy is updated to incorporate specific reference to the Board's commitment to the aims and objectives detailed in the West Midlands Regional Child Sexual Exploitation Framework (July 2015).		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	Sandeep Kaur Gill (Child Sexual Exploitation (CSE) Coordinator) confirmed that Wolverhampton Safeguarding Children Board Child Sexual Exploitation Strategy has been updated and published on the WSCB website.	Dawn Williams, Head of Safeguarding, City of Wolverhampton Council
Recommendation 3. The members of the CSE scrutiny review group to reconvene in October 2016 to consider progress in implementing recommendations agreed by Cabinet. The findings to be added as an appendix to the update report when presented to Scrutiny Board on 1.11.16.		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted – completed	The review group met on 1 November 2016 to consider progress. The review group welcomed the progress and agreed that the review report should be presented to Scrutiny Board meeting on 13.12.16.	Earl Piggott-Smith, Scrutiny Officer, City of Wolverhampton Council

Recommendation 4. The Chair of the Councillor Development and IT Advisory Group to contact all elected Councillors reminding them of their safeguarding responsibilities and the expectation that they will complete mandatory safeguarding courses.

The level of Councillor non-attendance on e-learning safeguarding courses to be monitored by Future People Manager and reported six monthly to Councillor Development and IT Advisory Group.

Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - Completed	Email sent to all Councillors on 9 March 2016 on behalf of the Chair of the Councillor Development and IT Advisory Group to check their learning records and, if they haven't already done so, to complete the relevant mandatory training on the Learning.	Cllr Val Evans ,Chair of the Councillor Development and IT Advisory Group, City of Wolverhampton Council

Recommendation 5. The Future People Manager in liaison with the relevant subject matter experts to undertake a review of the effectiveness of mandatory e-learning training course for Councillors to ensure that they meet their responsibilities. The findings to be presented to the Councillor Development and IT Advisory Group with recommendations.

Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	<p>Meeting planned on 11 April 2016 to discuss this work. Outcome to be taken to next Cllr Development and IT Advisory Group in June 2016.</p> <p>The e-learning module is up to date with all of the relevant information which employees and Cllrs need to know.</p> <p>The Leader and Keith Ireland have agreed that the CSE module along with other key modules will be mandatory for all Councillors to complete. Each Councillor will be given a record of their own learning achievements to date. Councillors will be asked to complete the mandatory training within three months.</p>	<p>Jodie McConnell (Future People Manager)/(vacant post (Safeguarding Manager - Adults) Gillian Ming (WSCB Manager)</p>

<p>Recommendation 6. Priority Lead – Communicate and Engage (WSCB) to detail proposals for further awareness raising in relation to the issue of CSE. The Priority Lead, Communicate and Engage, to detail plans for raising awareness of the issue among new communities who have moved to Wolverhampton and report findings to WSCB.</p>		
Comment	Timescale/progress so far	Lead Officer/Organisation
<p>Accepted</p>	<p>September 2016 – revised reporting timescale to WSCB is Dec 2016</p> <p>An initial meeting between Stephen Dodd and Dr. Heather Thomas at the Refugee and Migrant Centre produced the following actions:</p> <ol style="list-style-type: none"> 1. CSE awareness raising posters to be produced in a range of Community languages for display in RMC reception and offices, (and in other community venues used by new arrival communities) – promoting ‘See Me Hear Me’ and ‘wolverhamptonsafeguarding.org.uk’ websites. These posters will be ready for launching and distribution mid October 2016 when a 2 week social media CSE awareness raising campaign is also being launched 2. Exploring adapting and building on RMC’s Health Champion to create Community Safeguarding champions which would include awareness raising of CSE and how to raise a concern 3. On-going work with Faith groups will also provide awareness raising opportunities around CSE with new communities. <p>This will be reported on at the December meeting of WSCB. Link to updated Wolverhampton Safeguarding Board website</p> <p>https://www.wolverhamptonsafeguarding.org.uk/safeguarding-children-and-young-people</p>	<p>Stephen Dodd, Priority Lead – Communicate and Engage (WSCB)</p>
<p>Recommendation 7. Wolverhampton representatives of organisations involved in the drafting of the West Midlands Metropolitan CSE Regional Framework (July 2015) to report annually to their respective boards on progress in embedding agreed processes within their policies and practices. Alan Coe to monitor and report progress to a future meeting of WSCB.</p>		
Comment	Timescale/progress so far	Lead Officer/Organisation
<p>Accepted - completed</p>	<p>A report is attached. Appendix 1 which details CSE Benchmarking against west midlands metropolitan regional framework.</p>	<p>Alan Coe, Chair of WSCB</p>

<p>Recommendation 8. Be Safe – Junior Safeguarding Board to be invited to comment on the effectiveness of policies aimed at protecting children and young people from the risk of CSE and report their findings to a meeting of WSCB.</p>		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted	<p>September 2016 - Revised timescale for reporting to WSCB is December meeting The invitation has been extended to the B-Safe Team.</p> <p>However, due to other work pressures on the B-Safe Team (not least around preparing for the forthcoming Ofsted inspection, their involvement in the successful HeadStart bid, and the school summer holidays) this work will take place between September and November 2016.</p> <p>The new CSE co-ordinator will also be invited to be involved in / help shape this work.</p>	Stephen Dodd, Priority Lead – Communicate and Engage (WSC)
<p>Recommendation 9. The Head of Safeguarding to review and update the following documents:</p> <ul style="list-style-type: none"> • Wolverhampton Response to Independent Inquiry into child sexual exploitation in Rotherham and Safeguarding Adults; • Children and Young People - Guidance notes for Councillors 2015. <p>The Head of Safeguarding to send updated documents to all Councillors.</p>		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted – completed	Self-evaluation against regional framework to be updated by July 2016. The benchmarking work has been completed. A copy of the information is available on request.	Dawn Williams, Head of Safeguarding, City of Wolverhampton Council

<p>Recommendation 10. The Head of Safeguarding to share a copy of Tackling child sexual exploitation – A resource pack for councils with all Councillors at the start of the municipal year. The document to be published prominently on City of Wolverhampton Council's Learning Hub for Councillors and the Council website.</p>		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted – completed	<p>The document has been published on the City of Wolverhampton Council's Learning Hub for Councillors.</p> <p>Scrutiny Review of Child Sexual Exploitation - recommendation 10 has been added to the Wolverhampton Safeguarding Board website in the following locations:</p> <ul style="list-style-type: none"> • https://www.wolverhamptonsafeguarding.org.uk/safeguarding-children-and-young-people/i-work-with-children-young-people-families/cse • https://www.wolverhamptonsafeguarding.org.uk/safeguarding-children-and-young-people/i-work-with-children-young-people-families/resources-and-publications <p>The direct link to the document is:</p> <ul style="list-style-type: none"> • https://www.wolverhamptonsafeguarding.org.uk/images/safeguarding-children/Tackling-Child-Sexual-Exploitation-Resource-for-Councils-20-01-2015.pdf 	Dawn Williams, Head of Safeguarding, City of Wolverhampton Council
<p>Recommendation 11. Head of Safeguarding to brief all Councillors in advance of Safeguarding Week 2016 events.</p>		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	<p>Steve Dodd advised that members of the Communication & Engagement Committee had agreed to defer the planned events for National Safeguarding week in October 2016. The event will now be held to coincide with National Safeguarding week in February 2017. Early discussions and planning for the promotion has started.</p>	Dawn Williams, Head of Safeguarding, City of Wolverhampton Council

Recommendation 12. Lesley Writtle, Director of Operations, Black Country Partnership Foundation Trust, to be invited to lead on a review of gaps in counselling support services in Wolverhampton aimed at meeting the needs of children and young people who have either been sexually exploited or considered to be at risk. The report to investigate evidence suggesting under reporting of victims of sexual exploitation from black and minority ethnic communities and young boys. The findings to be reported to WSCB.		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - outstanding	Sandeep Kaur Gill (Child Sexual Exploitation (CSE) Coordinator) is compiling a list of CSE support services available in Wolverhampton; and implementing resources in response to strategic gaps.	Lesley Writtle, Director of Operations, Black Country Partnership Foundation Trust
Recommendation 13. Head of Safeguarding, to present annual report to Cabinet and other groups, as appropriate, on the impact of the work done during the previous 12 months to reduce the risk of children and young people becoming victims of CSE and also supporting existing victims of CSE and their families.		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	(Sandeep Kaur Gill (Child Sexual Exploitation (CSE) Coordinator) to start collecting evidence for the report. Report to be published in May 2017.	Dawn Williams, Head of Safeguarding, City of Wolverhampton Council
Recommendation 14. Director of Education to review school Governor training provision to ensure maximum attendance at safeguarding training sessions. The findings to be reported to Cabinet Member for Education.		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted – completed	School Workforce Team have contacted other training providers to establish a baseline of what is delivered and accessed: currently whilst 55% of all schools have accessed safeguarding training for Governors, just 30% of all governors have attended training. We will look to increase this through a variety of campaigns. A safeguarding session has been delivered to all Chairs and Local Authority Governors who attend forum – about 44 were present.	Emma Balchin, School Workforce Manager, City of Wolverhampton Council

	<p>Safeguarding Officer for Education has delivered three sessions to individual governing boards.</p> <p>As part of induction for all new governors a safeguarding session is run every term.</p> <p>Training is advertised in the weekly school bulletin and monthly Governor Newsletters.</p> <p>In addition the service provides access to online training for governors who cannot attend face to face sessions. The number of governors accessing the safeguarding modules will be tracked and reported back on a termly basis.</p>	
--	---	--

Recommendation 15. Safeguarding Officer for Education to contact nominated Safeguarding Link governors, to discuss ideas that could help improve attendance at safeguarding training sessions. Safeguarding Officer for Education to monitor and report attendance on governor safeguarding training sessions quarterly to Head Teacher’s Safeguarding Committee

Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	<p>The next Head Teacher’s Safeguarding Committee meeting is due to take place on 22 March 2016.</p> <p>The Safeguarding Officer for Education attended the Wolverhampton Headteachers’ Safeguarding Meeting on 22 March 2016.</p> <p>The group were briefed on the number of governor training sessions and asked for suggestions to improve governor uptake of training. No immediate solutions were offered, but members agreed to look at the issue and share ideas.</p>	Denise Mooney, School Safeguarding Officer, City of Wolverhampton Council

Recommendation 16. People Directorate, Commissioning Leads to present a progress report to the Cabinet Member for Children and Young People within 12 months on the impact of the changes aimed at strengthening commissioning policies, procedures and on-going support to better protect children and young people from the risk of sexual abuse or exploitation.

Comment	Timescale/progress so far	Lead Officer/Organisation
----------------	----------------------------------	----------------------------------

Accepted – completed	<p>Suspension policy for new business in place</p> <p>Jan 2016 - Escalation Policy (for existing commissioned contract) drafted and sent for consultation</p> <p>April 2016 – Policy goes for approval to CYP management team.</p> <p>June 2016 - Policy went for Approval</p> <p>June 2016 – Policy to be added Children Services Policy and procedures July 2016</p> <p>Progress report to the Cabinet Member for Children and Young People – March 2017</p>	Kush Patel, Strategic Improvement Development Officer – Early Help Children’s Commissioning and Safeguarding Service, City of Wolverhampton Council
----------------------	--	--

Recommendation 17. Wolverhampton Clinical Commissioning Group (CCG) and Black Country Partnership NHS Foundation Trust to be invited to review the range of support available to the victims of CSE and their families, in particularly in terms of professional mental health support services available to both young victims and perpetrators in the community. The report to comment on the impact of raised awareness about CSE among adults who were previously victims of CSE during their childhood and the support services available to meet their needs. A progress report to be presented to the WSCB.

Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - outstanding		<p>Manjeet Garcha - Executive Director of Nursing Wolverhampton CCG/Lesley Writtle, Director of Operations and Tabatha Darmon, Head of Safeguarding, Black Country Partnership NHS Foundation Trust</p>

Recommendation 18. Wolverhampton CCG to report of the impact of safeguarding training for GP's and other health professionals to WSCB. The report to include details of the number of referrals received from health professionals about safeguarding concerns, in particular issues relating to CSE.		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	<p>Dr Claire Thomas - three further Level 3 training sessions are planned for this year. The sessions will include CSE , as well as two additional bespoke CSE training sessions which we have commissioned from an external expert speaker in the subject.</p> <p>December 2016 to report progress.</p> <p>Update 1.11.16</p> <p>We have now delivered three level 3 Safeguarding Children Training sessions this year which covered CSE within the content, we have also commissioned an external expert speaker who delivered 2 x 3 hour sessions on CSE. The events have evaluated well and we now revisit the attendees to evaluate impact as well.</p> <p>A report is due to be presented at the WSCB in December 2016.</p>	<p>Lead - Manjeet Garcha - Executive Director of Nursing WCCG, Claire Thomas designated doctor for safeguarding children WCCG, Lorraine Millard designated Senior Nurse safeguarding children WCCG and Helen Doggett Named GP for safeguarding children WCCG.</p>
Recommendation 19. Priority Lead – Communicate and Engage (WSCB) to report on progress in compiling a comprehensive picture of faith groups and unregistered schools in Wolverhampton and the extent to which they are meeting their safeguarding responsibilities. The findings to be reported at a meeting of the WSCB.		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	<p>September 2016 – update is going to Sept meeting. A further report on progress is going to December meeting. 228 Faith groups have so far been identified along with potential contact details and partner agencies are also forwarding details of other faith groups as and when they come to partners' notice.</p> <p>Following a postal mail out to all 228 groups we now have up to date contact details for 60 (26%) of these. A further postal mail out to attempt to elicit responses from the remaining 168 is planned for early September 2016.</p> <p>A risk assessment process is being carried out on 5 Sept to prioritise which of the 168 we should concentrate our efforts on making contact with.</p>	<p>Stephen Dodd, Priority Lead – Communicate and Engage (WSC)</p>

	<p>Partners will be then asked to support making contact with the priority groups (this will include Police Officers in neighbourhoods, Elected members, staff in partner agencies who may be members of these communities etc.)</p> <p>Contacts will be used in October to begin communicating with Faith Groups to offer support, opportunities (like WIN) to promote what they do in the community, and ask about their current safeguarding arrangements and support needs. Work has already begun alongside 'Safer Sikhs' a national charity to develop shared safeguarding policies and procedures for all the Gurdwaras in the city.</p> <p>Safeguarding support has also been requested and initiated for one Hindu Temple and one community church.</p>	
--	--	--

Recommendation 20. Licensing Committee to consider suggestions from the review to further support work being done to encourage licensed taxi carriages and private hire vehicles operating within Wolverhampton to report safeguarding concerns.

Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	(CSE) Coordinator attended mandatory CSE training for licensing (taxi). San also been asked to attend the review training in which the issues are raised as the drivers are out in the community in their roles.	Chair of Licensing Committee, City of Wolverhampton Council

Recommendation 21. WSCB to review progress and challenge as appropriate against the 12 Local Standards – See Me, Hear Me Framework (<http://www.seeme-hearme.org.uk/>). The findings to be published in WSCB annual report.

Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	<p>Sandeep Kaur Gill (Child Sexual Exploitation (CSE) Coordinator) to monitor the 12 standards. 12 standards to be discussed at SEMT.</p> <p>(CSE) Coordinator to contact DCI Michaela Kerr, (Public Protection Unit) regarding a rolling agenda and having 3 standards on the agenda per quarter.</p>	Alan Coe, Chair, WSCB

<p>Recommendation 22. WSCB Business Priority Lead; Sexual Exploitation Missing & Trafficked (SEMT) Committee, to report to WSCB impact of planned changes and to review the extent to which available resources are being used to best effect when considering the scale and extent of CSE in Wolverhampton.</p>		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	<p>Update Oct 2016:</p> <p>Update provided to WSCB in October meeting of proposed updates to Delivery plan which capture resourcing considerations such as the re-structure of CS and the change to the provision of return interviews of missing children. Reassurance has been provided regarding the effective processes put in place, including details of the governance structures.</p> <p>Interviews are taking place w/c 7th Nov 2016 to recruit permanent CSE co-ordinator for the partnership.</p> <p>Commitment has been elicited from the partnership to complete a Wolverhampton multi-agency problem profile by December 2016 which will lead to an informed and contemporaneous review of the threat, risk and harm across the city and allow for resources to be invested in the key areas and in the most efficient and focussed way.</p>	DCI Michaela Kerr Public Protection Unit: Walsall and Wolverhampton Child and Domestic Abuse - West Midlands Police
<p>Recommendation 23. WSCB Business Priority Lead; Sexual Exploitation Missing & Trafficked (SEMT) Committee, to offer WSCB and local Councillors reassurance that any changes in the allocation of policing resources will not affect the capacity of the service to work individually and collectively to effectively disrupt and prosecute alleged offenders and also meet the needs of victims and their families.</p>		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted – completed	<p>Update October 2016:</p> <p>Operation Semper (a pilot of a dedicated police CSE team) was created in April 2016 and is still currently in place. A review of the ongoing position of that team is currently taking place due to the restructure of West Midlands Police resources under the change management programme commencing on 28th November 2016.</p>	DCI Michaela Kerr, Public Protection Unit: Walsall and Wolverhampton Child and Domestic Abuse - West Midlands Police

	<p>Irrespective of whether Operation Semper remains in its current format, the police have invested in a dedicated police officer CSE co-ordinator which is an embedded role, the introduction of a dedicated CSE tasking process and the commitment that all CSE investigations will be managed by trained specialist Child Abuse detectives</p> <p>The review of Operation Semper is due to be completed by 28th November 2016 and the future position confirmed</p>	
<p>Recommendation 24. WSCB Business Priority Lead; Sexual Exploitation Missing & Trafficked (SEMT) Committee to collate responses on the use and impact of new civil and criminal powers to safeguard children at risk and also children and young people considered to be at increased risk of harm across the region to WSCB.</p>		
Comment	Timescale/progress so far	Lead Officer/Organisation
Accepted - completed	Please see attached review document which details the position regarding civil and criminal activities since these recommendations were published.	DCI Michaela Kerr, Public Protection Unit: Walsall and Wolverhampton Child and Domestic Abuse - West Midlands Police

Updated 30.11.16

CSE Website links

<https://www.wolverhamptonsafeguarding.org.uk/safeguarding-children-and-young-people/i-work-with-children-young-people-families/cse>

This page is intentionally left blank

Scrutiny Board

13 December 2016

Report title	Scrutiny Board Work Programme 2016-17	
Cabinet member with lead responsibility	Councillor Milkinderpal Jaspal Governance	
Wards affected	All	
Accountable director	Kevin O'Keefe, Governance	
Originating service	Democracy	
Accountable employee(s)	Julia Cleary	Scrutiny Officer
	Tel	01902 555046
	Email	Julia.cleary@wolverhampton.gov.uk
Report to be/has been considered by	Scrutiny Board	12 July 2016 13 September 2016 8 November 2016

Recommendation(s) for action or decision:

The Scrutiny Board is recommended to:

1. Review progress of the Scrutiny Board work programme 2016-17 to take account of emerging issues and councillor suggestions.
2. Approve any additional items for the Scutiny Board work programme 2016/17.

1.0 Purpose

1.1 To update and agree the Scrutiny Board work programme for 2016-17.

2.0 Background

2.1 The remit of the Scrutiny Board was agreed by Annual Council 20 May 2015. This remit included the specific responsibility to oversee the operation of the call-in mechanisms and to 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 panels.

3.0 Work programme planning

3.1 The work programme is a working document which is reviewed at each agenda planning meeting to determine the timeliness and relevance of items for scrutiny. Any member can also ask for an item to be considered by scrutiny. At each Scrutiny Board an updated work programme will be presented for discussion and agreement. Appendix 1.

4.0 Financial implications

4.1 There are no direct financial implications arising from the recommendations in this report. Within Governance, there is a scrutiny budget to support the investigation of issues highlighted by councillors through the work programmes of the panels and the reviews and inquiries. [GE/05122016/Q]

5.0 Legal implications

5.1 There are no direct legal implications arising from this report. [TS/30112016/A]

6.0 Equalities implications

6.1 There are no direct equalities implications arising from this report.

7.0 Environmental implications

7.1 There are no direct environmental implications arising from this report.

8.0 Human resources implications

8.1 There are no direct human resource implications arising from this report.

9.0 Corporate landlord implications

9.1 There are no direct corporate landlord implications arising from this report.

10.0 Schedule of background papers

- 10.1 Report to Scrutiny Board agreeing the new method of agreeing the scrutiny work programme – 15 April 2014.

Appendix 1: Scrutiny Work Programme

Scrutiny Board	
13.12.16	<ul style="list-style-type: none"> • Draft Budget 2017/18 consultation • Information Governance Performance Report Quarter Two 2016-17 • Scrutiny Review Updates: <ul style="list-style-type: none"> • CSE • Corporate Complaint Procedures • Social Care complaint procedures [adults and children] and Public Health
17.1.17	<ul style="list-style-type: none"> • West Midlands Combined Authority – update • CAMHS and System Transformation • Scrutiny Review Update: <ul style="list-style-type: none"> • Electoral Registration and Participation • City of Wolverhampton Council Volunteering Offer
14.3.17	<ul style="list-style-type: none"> • WV Active – possible site visits to be arranged. • The Youth Council
25.4.17	<ul style="list-style-type: none"> • Review the corporate consultation process • Monitoring of services previously commissioned • To review the tendering of mental health preventative services

Adults and Safer City	
6.12.16	<ul style="list-style-type: none"> • Draft Budget 2017/18 consultation • Quality Assurance and Compliance
31.1.17	<ul style="list-style-type: none"> • Wolverhampton Annual Safeguarding Adults Report • Discharge planning. To consider support when discharged from specialist care or hospital and explore coping mechanisms. • How do the most vulnerable manage and how we monitor their care at home. • To consider safety, homelessness and housing issues for people recovering from addictions. • To consider the Suicide Strategy for the City. • Public Space Protection Orders (Review of Designated Public Place Order) (Karen Samuels)
28.3.17	<ul style="list-style-type: none"> • Update on the Dementia City. • Connections between specialist services and localised services. • Crime Reduction and Community Safety Annual report

Children, young people and families	
7.12.16	<ul style="list-style-type: none"> • Draft Budget 2017/18 consultation
8.2.17	<ul style="list-style-type: none"> • Pupil Referral Unit • Pupil Premium • Special Educational Needs and Disabilities (SEND)
29.3.17	<ul style="list-style-type: none"> • Emotional resilience and preventing self-harm

Confident Capable Council	
11.1.17	<ul style="list-style-type: none"> • Developing Staff Skills • Future Works IT infrastructure
15.3.17	<ul style="list-style-type: none"> • Maximising opportunities through social media

Health Scrutiny	
12.1.17	<ul style="list-style-type: none"> • The Black Country STP • Understanding issues arising from the use and control of New Psychoactive Substances (NPSs) • Governance Review) (RWHT) – (Julia to confirm what this is in relation to). • Pond Lane – Wendy Ewin to send details about report • Update on the Adult Mental Health Strategy (Members from Adults and Safer City Panel to be invited)
2.3.17	<ul style="list-style-type: none"> • Arwyn Jones – Chief Executive, Beacon Centre for the Blind (tbc) • Open Spaces • Access to GP Surgeries/A&E/Urgent Care • Closures of Pharmacies
27.4.16	<ul style="list-style-type: none"> • Smoking Policy • Dental Care and Oral Health Needs and inequalities • Cleaning at the new hospital – monitor standards though the CCG complaints procedure.

Stronger City Economy	
24.1.17	Skills and Training (invite CYP Members for Workbox Update) <ul style="list-style-type: none"> • Wolverhampton skills and employment action plan - update • High level skills and retaining skills - monitoring and progress • Area review for Further Education skills • Engaging businesses to take up training and skills opportunities • Library Transformation - Pre-decision scrutiny
21.3.17	Enterprise and Business <ul style="list-style-type: none"> • Smart Enterprise and Business: • Smart City agenda (including Sprint Technology) – Keren Jones • Regeneration programmes and Smart Cities – Paul Lakin • Enterprise and Business – Isobel Woods

Vibrant and Sustainable City	
8.12.16	<ul style="list-style-type: none"> • Draft Budget 2017/18 consultation • Wrely and Essington Canal – local nature reserve • Waste Management Strategy • Housing Services Review
2.2.17	Public Realm <ul style="list-style-type: none"> • Managing derelict sites

	<ul style="list-style-type: none">• Localised environmental improvements strategy• Update on enforcement work – Kingdom Security invite an update on the city centre cleanliness score, an overview of the street cleansing team work.• Update on market services – briefing paper
23.3.17	Housing Theme <ul style="list-style-type: none">• Rent with confidence - update• Housing Services Review• Update on Housing Company

Scrutiny Cross Cutting Reviews:

(October 16 – March 17, initially four meetings per review)

1. The City's apprenticeship offer
2. Adult mental health commissioning
3. Review of skills base in the authority