



**Scrutiny Work Programme (draft)**  
**Children, Young People and Families Scrutiny**  
**Panel 2021-2022**

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## Scrutiny – A New Approach – Connected City

1. **Roles and expectations** have been defined for the Chairs of Scrutiny Panels, Strategic Executive Board (SEB) leads and Scrutiny Officers; creating a collective understanding of scrutiny's role within the Council. These can be seen in Appendix A.
2. Effective **work planning and agenda setting** will take place to produce **jointly owned work plans**.
3. Regular briefings will be arranged with the Scrutiny Panel Chair, Vice Chair, SEB lead and scrutiny officer to enable a shared understanding of priorities and reviews of progress and recommendations.
4. **Improved communication:** 'You said we did' updates and publicity (including social media)
5. Creation of a **strong organisational culture** that supports scrutiny work that **adds real value** and **evidences impact**.

## **Work Programme considerations:**

- 1. Is the issue in the public interest?**
- 2. How can scrutiny add value by looking at it?**
- 3. Where is the evidence to support looking at this issue?**
- 4. Can we evidence impact?**
- 5. Is there a change to National Policy?**
- 6. Does it affect citizens across the City?**
- 7. Are there performance concerns?**
- 8. Is it a safety issue?**

## Children, Young People and Families Scrutiny Panel

Chair: Cllr Rita Potter	Vice Chair: Cllr Adam Collinge	SEB Lead: Emma Bennett	Scrutiny Lead: Earl Piggott-Smith
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Date of Meeting	Agenda Publication	Item Description	Lead Report Author	Council Plan Priority	Notes
14 July 2021	6 July 2021	<ol style="list-style-type: none"> <li>1. Principal Social Worker Annual Report</li> <li>2. Education Excellence Strategy (<b>pre-decision scrutiny</b>)</li> <li>3. Children and Young People's Social Work Self-Evaluation</li> </ol>	<p>Jenny Rogers</p> <p>Brenda Wile and Phil Leivers</p> <p>Alison Hinds</p>	Children and young people get the best possible start in life	
14.9.21		Panel member visit to The Way			
October 8 2021		Panel member visit to Green Park School to look at SEND provision			

13 October 2021	5 October 2021	<ol style="list-style-type: none"> <li>1. Feedback on the outcomes and lessons learnt from the Yo! Summer Festival programme</li> <li>2. SEND Update</li> <li>3. Transforming Children Services programme, vision and annual report 2021</li> </ol>	<p>Andrew Wolverson</p> <p>Brenda Wile/Helen Bakewell/ Sarah Baker – Voice of Parents</p> <p>Emma Cleary</p>		Report to include details on work done to prepare for the inspection of service and headlines from inspection
6.1.22	21.12.21	<b>SEND Inspection Outcome – pre decision scrutiny</b>	Emma Bennett/Brenda Wile		
2 February 2022	25 January 2022	<b>Spotlight on Education</b> <ol style="list-style-type: none"> <li>1. Virtual School Head Annual Report 2021</li> <li>2. Annual Report on Schools' Education Performance</li> <li>3. Children's Residential Provision Review – pre-decision scrutiny</li> <li>4. Member visit to The Way – update</li> </ol>	<p>Darren Martindale</p> <p>Phil Leivers</p> <p>Rachel King/Steven Larking</p> <p>Councillor Collinge</p>		

24 March 2022	16 March 2022	<p><b>Spotlight on Safeguarding</b></p> <ol style="list-style-type: none"> <li>1. Evaluation of MASH 24</li> <li>2. Supporting our vulnerable young people at risk of exploitation</li> <li>3. Children's Health Check survey - Social Work and wider workforce</li> </ol>	<p>Alison Hinds</p> <p>Rachel King /Sandra Ashton Jones</p> <p>Jennifer Rogers</p>		
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**Information Items**

1. Briefing paper on support to given to schools to manage Covid pandemic and update on proposed plans for a vaccination rollout programme for children. The paper to include work done to support Covid testing and the distribution of testing kits. Brenda Wiles.
2. Briefing paper on provision for post 16 education and support offered to young people – Alison Hinds.

## Scrutiny Panel Remit & Functions

### Children, Young People and Families Scrutiny Panel

The scrutiny of the provision of all local authority services for children and young people including education, early intervention and prevention, social care, special needs and commissioned services and children's safeguarding including child exploitation

#### Specific responsibilities

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

- Children in need/child protection
- Children and young people in care and care Leavers
- Early intervention and prevention
- Youth offending
- Children's commissioning
- School planning and resources
- Standards and vulnerable pupils
- Family learning
- School improvement
- Special educational needs
- Early years
- Youth employment, skills and apprenticeships



## **General Role of the Scrutiny Board and Scrutiny Panels**

### **Within the terms of reference set out in the Overview and Scrutiny Procedure Rules, the Scrutiny Board will:**

1. Co-ordinate the work of the Scrutiny Panels and Scrutiny Review Groups.
2. Receive annual reports from the Councillor Champion and give consideration to the work undertaken and issues that the Councillor Champion wishes scrutiny to consider investigating further.
3. Maintain regular dialogue with the Cabinet on service improvement, performance management of cross-cutting issues, policy development and budgetary provision.
4. Oversee and ensure access to appropriate learning and development for scrutiny Councillors.
5. Discharge the call-in procedures relevant to its overarching role.

### **The Scrutiny Panels will:**

1. Maintain regular dialogue with the Cabinet, Scrutiny Board and Councillor Champions.
2. Ensure that members of the public and stakeholders are informed of and involved in issues within the remit of each Panel.
3. Discharge the call-in procedure relevant to their terms of reference.

## Appendix A: Roles and Responsibilities

### 1. Chair of Scrutiny Panel:

- To attend fortnightly meetings with the SEB lead and Scrutiny Officer
- To attend agenda setting meetings and other relevant briefings on a regular basis
- To contribute to the work planning for the panel and to bring forward relevant topics and issues for inclusion
- To chair meetings in a fair and open way and to encourage participation from panel members
- To attend Scrutiny Board (where appropriate) to provide feedback and updates on progress
- To prepare, when possible, questions in advance of a meeting to allow for healthy debate and to ensure that clear resolutions are made that add value and show impact
- To act as champion for scrutiny and to represent the best interests of the citizens of Wolverhampton

### 2. SEB Lead:

- Meet with the Chair, the Vice Chair and the Scrutiny Officer fortnightly to discuss upcoming issues, updates from previous meetings, workplans and any other relevant business as agreed by all parties.
- Recommend topics for inclusion on the workplan, working proactively with the Chair, Vice Chair and Scrutiny Officer to address any issues/opportunities/challenges that fit with the remit of the panel.
- To advise on the viability of any issues put forward by the panel for inclusion on the work plan.
- To attend relevant Scrutiny Panel meetings and provide an update at each meeting on any relevant issues within the remit of the panel. Also, attending Scrutiny Board (as appropriate) to provide feedback.
- To act as a champion for scrutiny in the Council and to encourage engagement with the scrutiny function and promote a healthy culture within which scrutiny can thrive

### 3. Scrutiny Officer:

- Provide support and guidance to the panel, its members, officers, partners and other stakeholders regarding the scrutiny function
- To ensure openness and transparency in the scrutiny function and to make sure that information is continuously shared and communicated between all relevant parties in a timely and suitable fashion
- To ensure that the appropriate persons are invited to meetings and that they are given adequate time to prepare and to provide guidance and support where appropriate
- To manage the administration of all relevant panels and meetings within statutory timescales
- To carry out research and information gathering exercises when required
- To provide advice on policy and legislation where appropriate
- To ensure that all resolutions are followed up and responses or actions fed back, monitored and recorded
- To act as liaison between the Chair and the SEB lead to ensure a shared understanding of priorities and work planning.
- To manage the agreed work plan and its outcomes to show impact and added value