



Children and Young People Services Scrutiny Committee

25 July 2022

Report Title	Children and Young People Services Scrutiny Committee Work Programme 2022/23
Cabinet Portfolio	Finance and Governance
Cabinet Member	Councillor Martin Bond
Exempt Report	No
Reason for Exemption	N/A
Key Decision	No
Public Notice issued	N/A
Wards Affected	All
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Borough Priorities	Ensure children and young people have a positive start in life	X
	Promote good health, independence, and care across our communities	
	Create safe and strong communities and neighbourhoods for all	
	Support a strong, thriving, inclusive and well-connected local economy	
	Create green and vibrant places that reflect our heritage and culture	
	Be a responsible Council	X

1. Summary

- 1.1 This report provides information to the Committee about the work programme setting process. Managing the work programme is an important part of an efficient and effective Overview & Scrutiny Function.

2. Recommendation for Decision

The Children and Young People Services Scrutiny Committee is recommended to:

- 1) Agree items for its work programme for the 2022/23 municipal year based on the prioritisation process and topic selection criteria set out in this report. (See appendix 1)**

3. Purpose of this report

- 3.1 To inform the Scrutiny Committee about the work programme setting process to support their decision-making regarding items for the Scrutiny Committee work programme 2022/23.

4. Background / Reason for the recommendations

- 4.1 A comprehensive work programme is fundamental to the effectiveness of the Scrutiny Committees as it enables them to plan and manage their workloads to make best use of the available time and resources, ensure a focus on the Borough's priorities and add the most value to the performance of the Council and outcomes for residents.
- 4.2 Following the Council's all-out Elections in May 2022 a new Committee membership has been established following the Committee's previous meeting on 21 March 2022. With a new membership the opportunity to create a new work programme has been taken and the Committee held a work programming workshop on Wednesday 6 July 2022. At the workshop, members of the Committee discussed possible options for items to be included in the Committee's work programme for the 2022/23 municipal year. Based on the findings of its workshop the Scrutiny Committee should agree items for its work programme to enable planning for agendas of future committee meetings and the establishment of any review work (e.g. task and finish groups).
- 4.3 The Scrutiny Committee is required to review and agree its work programme at every committee meeting. When reviewing the work programme, new items can be added and items that no longer require scrutiny or are not considered to be a priority for action or monitoring can be removed.
- 4.4 When considering whether to add, remove and prioritise items for consideration Members should be mindful of the following:
- Would the Committee be able to add value through its work on the issue?
 - Is the issue linked to a Borough Priority?

- Is the issue a priority/concern for partners, stakeholders and the public?
- Is the issue related to poorly performing services?
- Is there a pattern of budgetary overspends?
- Are there significant levels of public/service user dissatisfaction with the service?
- Has there been media coverage of the issue?
- Is the issue related to new Government guidance?
- Would consideration of the issue be timely?
- Are there sufficient resources (e.g. officer capacity to support a review or provide a report) to effectively consider the issue at this time?
- Would Scrutiny be duplicating work being undertaken elsewhere?
- Is the matter subject to judicial review (sub judice)?

4.5 The Work Programme Prioritisation Aid attached to this report is designed to assist members in considering whether a suggested addition to the work programme is suitable and meets the necessary criteria. If members consider that a suggestion would not be suitable for scrutiny, the Scrutiny Committee could choose to refer the matter elsewhere. If an item is considered to be an important issue but not a priority at this time an item may be added to the end of the work programme to be monitored for further consideration in the future.

5. Consideration of Alternatives

5.1 None

6. Conclusions

6.1 The Scrutiny Committee is requested to discuss its work programme and set priorities for future Committee meetings and agree any review work (i.e. task and finish) to be commenced in the near future or scheduled for a later date.

7. Legal Implications

7.1 N/A

8. Community Impact Assessment (CIA) Implications

8.1 N/A

9. Social Value

9.1 N/A

10. Sustainability and Environment

10.1 N/A

11. Health and Wellbeing

11.1 N/A

12. Equality and Human Rights

12.1 N/A

13. Customer and Resident

13.1 N/A

14. Asset and Property

14.1 N/A

15. Staffing and Human Resources

15.1 N/A

16. Risks

16.1 Failure to effectively manage the work programme could lead to inefficient use of the Committee's time and resources, negatively affecting the Committee's ability to add value and help the Council achieve its priorities. By examining the work programme regularly and following the prioritisation aid as recommended, the Committee should minimize the risk of using time and resources on ineffective items.

17. Finance

17.1 N/A

18. Policy Framework Implications

18.1 N/A

19. Impact and Opportunities on Localities

19.1 N/A

20. Background Documents

20.1 None

21. Appendices

Appendix 1 - Work Programme Prioritisation Aid

Appendix 1

Overview and Scrutiny Work Programme Prioritisation Aid



