

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Children and Families)

Date: 8th September 2011

Subject: Draft Terms of Reference

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This year the Scrutiny Board's terms of reference identify three pieces of work for the Board to undertake related to the three obsessions in the Children and Young People's Plan.
2. At the board's meeting in June, members agreed that their second major piece of work this year would be an inquiry focused on the second of these areas – school attendance.
3. Draft terms of reference for the inquiry are attached.
4. The Scrutiny Board Procedure Rules Guidance Notes also require that, before embarking on an inquiry, the board seeks and considers the views of the relevant director and executive member. These views will need to be taken into account in finalising the terms of reference.
5. Any comments received on the draft terms of reference will be reported to the board at the meeting.

Recommendations

6. The board is requested to agree the terms of reference for the inquiry.

Background documents

7. None.