

Work Schedule

Date: 8th March 2023

Report of: Head of Democratic Services

Report to: Scrutiny Board (Children and Families)

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

- All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. In doing so, the work schedule should not be considered a fixed and rigid schedule, it should be recognised as a document that can be adapted and changed to reflect any new and emerging issues throughout the year; and also reflect any timetable issues that might occur from time to time.
- The Scrutiny Board Procedure Rules also state that, where appropriate, all terms of reference for work undertaken by Scrutiny Boards will include 'to review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council's Equality and Diversity Scheme'.
- The latest iteration of the Board's work schedule is attached to this report for the Board's consideration.

Recommendations

Members are requested to consider the Scrutiny Board's work schedule for the 2022/23 municipal year.

What is this report about?

1. All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year and therefore the latest iteration of the Board's work schedule for the remainder of the municipal year is attached as Appendix 1 for Members' consideration.
2. The latest Executive Board minutes from the meeting held on 8th February 2023 are also attached as Appendix 2. The Scrutiny Board is asked to consider and note the Executive Board minutes, insofar as they relate to the remit of the Scrutiny Board; and consider any matter where specific scrutiny activity may also be warranted.

Developing the work schedule

3. When considering any developments and/or modifications to the work schedule, effort should be undertaken to:
 - Avoid unnecessary duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue.
 - Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
 - Avoid pure "information items" except where that information is being received as part of a policy/scrutiny review.
 - Seek advice about available resources and relevant timings, taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place.
 - Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year.
4. In addition, in order to deliver the work schedule, the Board may need to take a flexible approach and undertake activities outside the formal schedule of meetings – such as working groups and site visits, where necessary and appropriate. This flexible approach may also require additional formal meetings of the Scrutiny Board.

Developments since the previous Scrutiny Board meeting

Leeds Safeguarding Children Partnership Update

5. A decision was made by the Chair to utilise the Scrutiny Board's planned meeting on 8th March 2023 to focus on safeguarding matters and receive an update from the Leeds Safeguarding Children Partnership Executive. As a result of this, the Board will now be receiving an update report on the Leeds Child Poverty Strategy during its meeting on 29th March 2023.

Work items to be deferred to the next municipal year

6. It is now proposed that the following work items be deferred to the next municipal year:
 - **Youth Justice Plan progress update** – The Children and Families Directorate is expected to review the Youth Justice Plan in late spring (April/May) ready for submission to the Youth Justice Board in late June. It is therefore proposed that a progress update is reported to the successor Scrutiny Board in early June as this will enable the directorate to share a full year of data (April to April), along with details of their submission to the Youth Justice Board.
 - **Future In Mind Strategy update** – The Adults, Health and Active Lifestyles (AHAL) Scrutiny Board is expecting to undertake an in-depth piece of work on mental health provision to commence early in the new municipal year. The AHAL Scrutiny Board will be holding a working group meeting during March to discuss progress with the all-age Leeds Mental Health Strategy 2020-2025 while also considering how scrutiny can add value to the

delivery of this and other related strategies, including the Future In Mind Strategy, that will inform its inquiry work for next year. Linked to this, there is potential for such inquiry work to be undertaken jointly with the Children and Families Scrutiny Board. In awaiting the outcome of the AHAL Scrutiny Board's deliberations on its future inquiry work, it is proposed that an update on the Future In Mind Strategy now be deferred into the next municipal year to avoid any potential duplication of effort.

What impact will this proposal have?

7. All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year.

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing Inclusive Growth Zero Carbon

8. The terms of reference of the Scrutiny Boards promote a strategic and outward looking Scrutiny function that focuses on the Best City Ambition.

What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted? Yes No

9. The Vision for Scrutiny states that Scrutiny Boards should seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources prior to agreeing items of work.

What are the resource implications?

10. Experience has shown that the Scrutiny process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time.
11. The Vision for Scrutiny, agreed by full Council also recognises that like all other Council functions, resources to support the Scrutiny function are under considerable pressure and that requests from Scrutiny Boards cannot always be met.
12. Consequently, when establishing their work programmes Scrutiny Boards should:
- Seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources;
 - Avoid duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue;
 - Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.

What are the key risks and how are they being managed?

13. There are no risk management implications relevant to this report.

What are the legal implications?

14. This report has no specific legal implications.

Appendices

- Appendix 1 – Latest work schedule of the Children and Families Scrutiny Board for the 2022/23 municipal year.
- Appendix 2 – Minutes of the Executive Board meeting held on 8th February 2023.

Background papers

- None.