

Work Programme

Date: 18 April 2024

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 programme for the municipal year. In doing so, the work programme should not be considered as fixed and rigid, 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, Diversity and Inclusion Scheme.’
- Reflecting on the information in this report, members are requested to consider and discuss the Board’s work programme for this municipal year, consider items to be recommended to the successor Board in 2024/25 and note the draft meeting dates for next year.

Recommendations

Members are requested to:

- a) consider and discuss the Scrutiny Board’s work programme for the 2023/24 municipal year.
- b) note the draft meeting dates for 2024/25
- c) agree the items to be recommended to the successor board in the 2024/25 municipal year

What is this report about?

1. A draft work programme for the Children and Families Scrutiny Board is presented at Appendix 1 for consideration and discussion. Reflected in the document are known items of scrutiny activity, such as performance and budget monitoring, as well as other areas of work identified by the Board over the course of the municipal year.
2. The Executive Board meeting in April takes place the day before this meeting of the Scrutiny Board meaning the minutes are not available for consideration in the usual manner. These will be presented to the next meeting to pick up any issues that members may feel requires consideration by the Board.
3. Members will note some adjustments to the work programme since the last meeting in March. A report on the draft Youth Justice Plan was planned to come to this board meeting as part of the council's budget and policy framework procedures. However, due to timing issues in relation the publication of guidance from the Youth Justice Board and the requirement for additional consultation with stakeholders this will be considered at the Board's June meeting.
4. In consultation with the Chair the following dates are proposed for the next municipal year for Board member information, these are:
 - Wednesday 12 June at 10.30AM
 - Wednesday 3 July at 10.30AM
 - No Meeting in August
 - Wednesday 4th September at 10.30AM
 - Wednesday 9th October at 10.30AM
 - Thursday 14 November at 10.30AM
 - No Meeting in December
 - Wednesday 29 January 2025 at 10.30AM
 - Tuesday 25 February 2025 at 10.30AM
 - Wednesday 19 March 2025 at 10.30AM
5. Where possible Wednesdays are the chosen day of the week as has been common practice with two exceptions and members will note a slightly later start time of 10.30AM.
6. The Board has had a busy year and following Board discussion on the various items that the Board has considered in 2023/24 these work items are identified as issues the successor board may wish to consider subject to work programming priorities, these are as follows:
 - Youth Justice Plan (June meeting due to budget and policy framework requirements)
 - Youth Vaping Update
 - Impact of Asylum Changes on Children and Young People in Leeds
 - EHCP and SEND Services Review
 - Leeds Safeguarding Children Partnership Annual Update
 - The independent review of children's social care (Macalister Review) – Implementation Update

What impact will this proposal have?

7. All Scrutiny Boards are required to determine and manage their own work programme 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. To enable Scrutiny to focus on strategic areas of priority, it is recognised that each Scrutiny Board needs to maintain dialogue with the Directors and Executive Board Members holding the relevant portfolios. The Vision for Scrutiny also 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 – Draft work programme of the Children and Families Scrutiny Board for the 2023/24 municipal year.

Background papers

- None