

Report of Head of Governance and Scrutiny Support

Report to Scrutiny Board (Children and Families)

Date: 23rd January 2019

Subject: Work Schedule

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 type="checkbox"/> Yes	<input checked="" 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

1 Purpose of this report

- 1.1 The purpose of this report is to consider the Scrutiny Board's work schedule for the remainder of the current municipal year.

2 Main issues

- 2.1 At its initial meeting in June 2018, the Scrutiny Board agreed to adopt a thematic approach this year and undertake an inquiry based on the question 'is Leeds a child friendly city?' seven years on from the introduction of Child Friendly Leeds.
- 2.2 The latest iteration of the Board's work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments. As well as reflecting the agreed thematic approach, other traditional items of Scrutiny work have also been incorporated into the work schedule, which involve recommendation tracking of work previously undertaken by the Children and Families Scrutiny Board; performance monitoring reports and any Budget and Policy Framework items.
- 2.3 Executive Board minutes from the meeting held on 19th December 2018 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 identify any matter where specific scrutiny activity may be warranted, and therefore subsequently incorporated into the work schedule.

Developing the work schedule

- 2.4 The work schedule should not be considered a fixed and rigid schedule, it should be recognised as something 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.

- 2.5 However, 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.
- 2.6 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 deemed appropriate. This flexible approach may also require additional formal meetings of the Scrutiny Board.

Developments since the previous Scrutiny Board meeting

Youth Voice Summit event

- 2.7 An opportunity has arisen to use the next Youth Voice Summit event for Youth and Community Groups as a platform to directly engage with young people around key issues relevant to the Scrutiny Board’s ‘Child Friendly City’ inquiry this year. This event is facilitated by the Council’s Voice Influence and Change Team and has previously been very successful in attracting a wide range of Youth Groups. This event has been scheduled for Wednesday 13th March 2019.

Additional Board meetings

- 2.8 It is proposed that the Scrutiny Board holds two additional meetings during April and May primarily to ensure that the Board’s ‘Child Friendly City’ inquiry is completed before the end of the municipal year. Whilst this has been reflected within the work schedule at Appendix 1, the dates of these meetings are yet to be confirmed with the Board.

3. Recommendations

- 3.1 Members are asked to consider the matters outlined in this report and agree (or amend) the overall work schedule (as presented at Appendix 1) as the basis for the Board’s work for the remainder of 2018/19.

4. Background papers¹

4.1 None used

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.