



Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 9th June 2006

Subject: Scrutiny Board Terms of Reference

Electoral Wards Affected:

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

1.0 Introduction

- 1.1 Full Council on 22nd May 2006 agreed to a number of changes to the manner in which Scrutiny Boards operate. A number of these changes were operational, relating to the formulation of final reports, the chairing of Scrutiny Commissions and the membership of Overview and Scrutiny Committee (OSC). Other changes agreed were more substantial and related to Scrutiny Board portfolios.
- 1.2 Previously Scrutiny Boards were aligned to the Strategic Outcomes within the Council's Corporate Plan. Full Council has now agreed that Scrutiny Boards are to be aligned to Executive Member portfolios.
- 1.3 The following Scrutiny Boards will therefore exist
- Overview and Scrutiny Committee
 - Scrutiny Board (Children's Services)
 - Scrutiny Board (Health and Adult Services)
 - Scrutiny Board (Neighbourhoods and Housing)
 - Scrutiny Board (City Services)
 - Scrutiny Board (Leisure)
 - Scrutiny Board (Development)
- 1.4 Appendix 1 details the remit of the Scrutiny Board (Children's Services) and the respective Executive Board Member responsibilities. The terms of reference for this Board are shown as Appendix 2.

Other Constitutional Changes

- 1.5 Council has agreed that OSC will retain the facility to establish a Commission to be chaired by any member of OSC. There are no named Commission Chairs.
- 1.6 There is now a requirement for Directors to consult with the appropriate Executive Board Member when commenting on or responding to Scrutiny Board recommendations. Appendix 3 shows in the form of a flow diagram the process for agreeing final reports.
- 1.7 There is no longer the requirement that all requests for Scrutiny are considered by OSC. These can now be considered by the appropriate Scrutiny Board.

2.0 Recommendation

- 2.1 That Members note the key constitutional changes relevant to the Scrutiny arrangements.

Scrutiny Alignment with Executive Member Portfolios

SCRUTINY BOARD	EXECUTIVE MEMBER	DECISION MAKING OVERVIEW	POLICY DEVELOPMENT AREAS
Children's Services	Children's Services Lead Executive Member Cllr Richard Brett Liberal Democrat Group	Director of Children's Services; Director of Learning and Leisure ¹ and the Chief Social Services Officer ² (in so far as functions relate to children)	<ul style="list-style-type: none"> • functions of the authority in its role as children's services authority (including arrangements to promote co-operation to improve the well-being of children); • social services functions so far as they relate to children (and young people leaving care); • health services – functions exercisable on behalf of an NHS body so far as they relate to children; • functions of the authority as LEA
	Children's Services Support Executive Member Cllr Richard Harker Liberal Democrat Group	Director of Children's Services and Director of Learning and Leisure (functions pertaining to early years, education and youth services) ³	

¹ Functions (b) and (g) of the officer delegation to the Director of Learning and Leisure

² Function (a), and functions (b), (c) and (d) of the officer delegation to the Chief Social Services Officer, so far as they relate to children.

³ Function (d) of the officer delegation to the Director of Children's Services, and functions (b) and (g) of the officer delegation to the Director of Learning and Leisure

Council Committees' Terms of Reference

Scrutiny Board (Children's Services)

1. In relation to **Children's Services**¹, to exercise the functions of a Scrutiny Board including the following:
 - (a) to review or scrutinise the exercise of any Council or Executive function, or any other related matter²;
 - (b) to make reports or recommendations to Council or the Executive in connection with the exercise of any functions of the Council or the Executive including proposals for changes to policies and practices;
 - (c) to receive and review external audit and inspection reports;
 - (d) to act as the appropriate Scrutiny Board³ in relation to the Executive's initial proposals for a plan or strategy within the Budget and Policy Framework; and
 - (e) to review corporate performance indicators and to make such reports and recommendations as it considers appropriate.

2. To receive and monitor formal responses to any reports or recommendations made by the Board.

¹ within the Lead and Support Executive Member portfolios for Children's Services and such other relevant (Council Function) delegations to officers but excluding those matters assigned to the Scrutiny Board (Health and Adult Services) under the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) 2002 as amended.

²including matters pertaining to outside bodies to which appointments have been made by the Council,

³ under the Budget and Policy Framework Procedure Rules

Process for agreeing Scrutiny Board Inquiry Reports

Draft report to Chair

Negotiate any amendments

Chair's draft to Board Members

Discuss Chair's draft at pre-meeting
Agree any amendments
Consider whether to issue a press release

Amend report as agreed at pre-meeting and if necessary re-circulate to confirm changes

Draft press release for Board (if appropriate) in conjunction with Press Office

Clear with Chair and Board Members

Send final draft to Director(s) for formal comments on recommendations
Copy to Executive Member(s)

Scrutiny Board Procedure Rule 16.3

Final draft report to be published with Scrutiny Board agenda, including comments from Director(s) and Executive Member(s)

Board to consider comments and formally agree final report

Publish any press release

Send final report to Director(s), Executive Member(s), all contributors, Group Offices

Publish report on internet and CfPS

Commission formal response to recommendations (to include views of Executive Member)

Scrutiny Board Procedure Rule 17