

Children and Young People Select Committee		
Title	Select Committee work programme 2018-19	
Contributor	Scrutiny Manager	Item 5
Class	Part 1 (open)	28 June 2018

1. Purpose

- 1.1. To ask Members to agree an annual work programme for the Children and Young People Select Committee.

2. Summary

- 2.1. This report:

1. Provides the context for setting the Committee's work programme for the year.
2. Asks members to decide on the Committee's priorities for the 2018-19 municipal year.
3. Informs members of the process for Business Panel approval of the work programme.
4. Sets out how the work programme can be monitored, managed and developed.

3. Recommendations

- 3.1. The Select Committee is asked to:

- Agree a work programme for the municipal year 2018-19.
- Decide whether it wishes to carry out an in-depth review, and if so agree a topic for review.
- Note the meeting dates and terms of reference for the Children and Young People Select Committee.
- Consider the provisional work programme at Appendix B.
- Consider adding further items to the work programme, taking into consideration the criteria for selecting topics; information about local assembly priorities and items already added to the provisional work programme.
- Note the key decision plan, attached at appendix H, and consider any key decisions due to be made by the Mayor, which may require further scrutiny.
- Review how the work programme can be developed, managed and monitored over the coming year.

4. Meeting dates

- 4.1. The following Committee meeting dates for the next municipal year were agreed at the Council AGM on 23 May 2018:

- 28 June 2018

- 5 September 2018
- 17 October 2018
- 6 December 2018
- 24 January 2019
- 13 March 2019

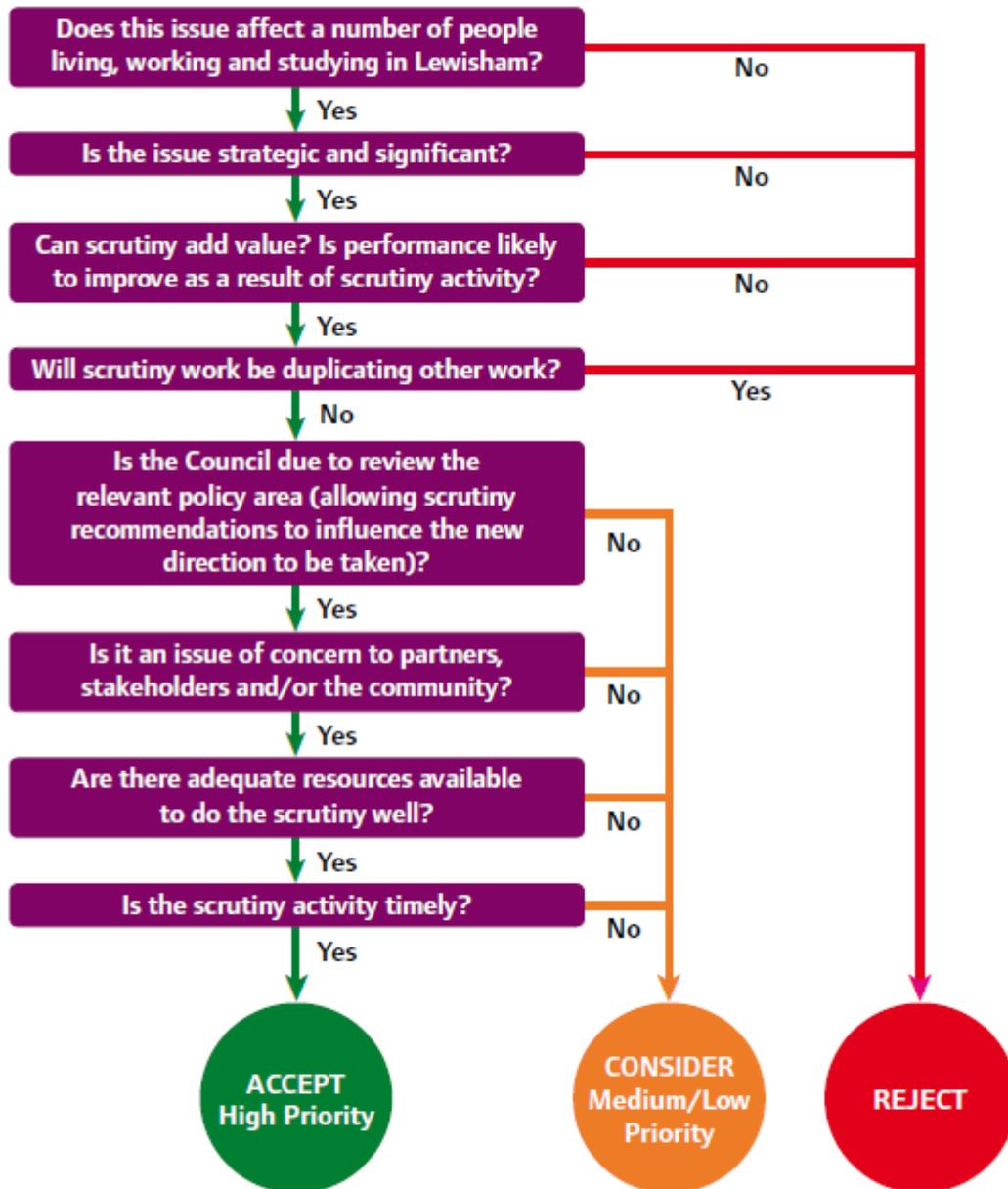
5. Context

- 5.1. The Committee's terms of reference are set out in Appendix A. The Children and Young People (CYP) Select Committee is responsible for fulfilling all the overview and scrutiny functions in relation to the education, safeguarding and social care of children and young people in the borough.
- 5.2. The CYP Select Committee consults and comments on the Council's budget as far as it relates to the remit of the Committee.
- 5.3. To ensure effective scrutiny, the Committee can invite expert witnesses to provide evidence to the Committee on specific topics. While many witnesses welcome the chance to speak to the Committee, they are not obliged to attend (as opposed to officers of the Council and decision makers). Types of past witnesses have included local young people, voluntary organisations, leading experts, academics, etc.

6. Deciding on items to add to the work programme

- 6.1. When deciding which items to include in the work programme, the Committee should have regard to:
 - items the Committee is required to consider by virtue of its terms of reference;
 - the criteria for selecting topics;
 - the capacity for adding additional items;
 - the context for setting the work programme - the key services, programmes and projects which fall within the committee's remit;
 - suggestions already put forward.
- 6.2. The following flow chart, based on the Centre for Public Scrutiny advice for prioritising topics for scrutiny should help members decide which items should be added to the work programme:

Scrutiny work programme – prioritisation process



7. Different types of scrutiny

7.1. It is important to agree how each work programme item will be scrutinised. Some items may only require an information report to be presented to the committee and others will require the committee to scrutinise performance monitoring data or analysis. Typically, the majority of items take the form of single meeting items, where members:

- (a) agree what information and analysis they wish to receive in order to achieve their desired outcomes;
- (b) receive a report presenting that information and analysis;
- (c) ask questions of the presenting officer or guest;
- (d) agree, following discussion of the report, whether the Committee will make recommendations or receive further information or analysis before summarising its views.

7.2. For each item, the committee should consider the type of scrutiny required and assign a priority level (using the prioritisation process). Allocating priority to work programme items will enable the committee to decide which low and medium priority items it should remove from its work programme, when it decides to add high priority issues in the course of the year.

In-depth review

7.3. The committee may wish to undertake an in-depth review. This involves scrutinising a specific subject over a series of meetings. Normally this takes four meetings to complete:

- Meeting 1: Scoping paper (planning the review)
- Meetings 2 & 3: Evidence sessions
- Meeting 4: Agreeing a draft report and recommendations
- The report then is sent to Mayor and Cabinet for consideration and response.

7.4. If the committee wishes to undertake an in-depth review, it should agree the topic at the first meeting of the municipal year to allow sufficient time to carry out the review. A scoping paper for the review will then be prepared for the next meeting.

7.5. The Committee can use a range of investigative routes to carry out the review. In previous administrations scrutiny committees have: invited expert witnesses and specialists to meetings; tasked Council officers with providing analysis or detailed information about their service areas; carried out visits or fact finding trips; asked individual members or the committee's scrutiny manager to report on meetings, events and visits; consulted with members of the public or special interest groups.

- At the time of writing, the Scrutiny Manager had received one suggestion for a topic for in-depth review, namely school exclusions. This could be considered together with early intervention and alternative provision.

The Committee's areas of focus in the 2014-18 administration

- 7.6. Over the four years of the last administration, the Committee considered a broad range of issues and considered a number of topics in-depth. A summary of the in-depth review work is included at Appendix G and Members should give this due consideration when deciding on the work programme for 2018-19.

Secondary school improvement

- 7.7. The long term under performance of some of Lewisham's secondary schools has been a significant concern to the CYP Select Committee. The Committee scrutinised the implementation of the recommendations from the Education Commission, which was set up to drive improvements in Lewisham's schools. The recommendations arising from the in-depth reviews carried out in the last administration sought to support secondary school improvement by ensuring that pupils transferring to the borough's secondary schools have the best possible start, that their learning does not lose momentum as they move from KS2 to KS3, that schools attract and then retain talented staff, and that young people receive appropriate guidance to make informed career choices.
- 7.8. The Committee regularly reviewed data relating to school standards, such as performance, attendance and exclusion statistics and Ofsted gradings.

Responding to Ofsted's findings

- 7.9. In October and November 2015, Ofsted carried out an inspection of services for children in need of help and protection, looked after children and care leavers, and reviewed the effectiveness of the Local Safeguarding Children Board. Inspectors looked at the following areas and rated them as follows:

- Children who need help and protection – Requires Improvement
- Children looked after and achieving permanence – Good
- Leadership, management and governance – Requires Improvement

- 7.10. This resulted in greater demand on the Scrutiny function to strengthen its arrangements and provide tougher challenge of child safeguarding services.

Minimising the impact of efficiency savings to transport, short breaks and after school care for children with complex needs.

- 7.11. The Committee looked at proposed changes to SEND provision, including Drumbeat after school club, travel assistance and short breaks.
- 7.12. The Committee heard from parents/ guardians impacted by the proposed changes, and received a further update 6 months later. As a result, the Committee made a referral to Mayor and Cabinet requesting a review of funding levels.

8. Referring an issue to the Mayor and Cabinet

- 8.1. When considering an issue, scrutiny committees have the option to direct their views to Mayor and Cabinet by making a formal referral. The Chair or nominated Member of the Committee may attend the relevant meeting of Mayor and Cabinet to present the referral and add additional context to the Committee's views.
- 8.2. The Council's constitution states that Mayor and Cabinet should produce a response to the scrutiny committee within two months of receiving the referral.
- 8.3. The relevant Cabinet Member or a senior officer might attend the scrutiny committee meeting to present the response from Mayor and Cabinet and to answer questions.

9. Provisional 2018-19 work programme

- 9.1. The Scrutiny Manager has drafted a provisional work programme for the Committee to consider. It is attached at Appendix B and it includes:
 - items suggested by the Committee in the course of the previous year- and at the last meeting of the previous municipal year.
 - items suggested by Council officers.
 - those items that the select committee is required to consider by virtue of its terms of reference
 - monitoring of the recommendations of recent reviews.
- 9.2. The Committee should also give consideration to:
 - issues of importance to Local Assemblies (Appendix C);
 - decisions due to be made by Mayor and Cabinet (Appendix H).
- 9.3. **Suggestions from the Committee**
- 9.4. At its last meeting of the 2017-18 municipal year, the committee put forward the following suggestions for scrutiny topics for this year:
 - Lewisham Learning Partnership – measuring outcomes/ success
 - Revision of SEND strategy
 - Children and Young People's Plan
 - Update on Youth First
- 9.5. It is up to the Committee to agree this provisional work programme and decide which additional items to add.
- 9.6. Issues ongoing from previous scrutiny

Mayor and Cabinet response to referral – SEND strategy

Mayor and Cabinet response to referral – recruitment and retention of school staff

Mayor and Cabinet response to referral – CAMHS funding

Update on Youth First

9.7. Items that the select committee is required to consider by virtue of its terms of reference

- Lewisham Future Programme
- Savings proposals affecting services that fall within the scope of the Select Committee's remit
- Plans making up the Council's policy framework in so far as they relate to children and young people under 19 years of age, including
 - Children and Young People's Plan
 - Revision of SEND Strategy
 - Children's Social Care Sufficiency Strategy
 - School performance
 - Annual report on attendance and exclusions
 - Lewisham Learning Partnership update
 - Annual School Standards Report (primary and secondary)
 - Update on Secondary Challenge
 - Provision of education, training and learning outside the school environment, including pre-school services, for children under and young people under 19 years of age
 - School place planning
 - Provision of education, training and learning for those under the age of 25 years with special educational needs
 - Schools and school-related services
 - Child Protection – provision for vulnerable children, including children looked after, placements, foster care and adoption
 - Lewisham Safeguarding Children Board Annual Report
 - Safeguarding Services 6-monthly report
 - Children's Social Care Sufficiency Strategy
 - Corporate Parenting and Looked After Children Annual Report

9.8. Monitoring recommendations of recent reviews

- Transition from primary to secondary school
- Recruitment and retention of school staff

10. Approving, monitoring and managing the work programme

10.1. In accordance with the Overview and Scrutiny Procedure rules outlined in the Council's constitution, each select committee is required to submit their annual work programme to the Overview and Scrutiny Business Panel. The Business Panel will meet in July 2018 to consider provisional work programmes and agree a co-ordinated Overview and Scrutiny work programme, which avoids duplication of effort and which facilitates the effective conduct of business.

- 10.2. The committee will review the work programme at each meeting of the committee. This enables the committee to add urgent items and remove lower priority items. The committee should consider each additional item against the criteria outlined above. If the Committee resolves to add high priority items, it must consider which medium/low priority items to remove in order to create sufficient capacity. The Committee has six scheduled meetings this municipal year and its work programme needs to be achievable in terms of the amount of meeting time available.
- 10.3. Previously, members of some committees have requested additional guidance about prioritising and managing their work programmes. In 2018-19 it will be particularly important for committees to closely manage their workloads and to ensure that all councillors (both those that are new and those that are returning) fully understand how each committee will operate. The Council's constitution sets out the procedure rules for overview and scrutiny committees (see part IV, section E) however, the following issues have been noted as key areas for agreement in the 2014-18 administration:
- the length of meetings;
 - the number of items scheduled for each meeting
 - the order of items at meetings;
- 10.4. At each meeting of the Committee, there will be an item on the work programme presented by the Scrutiny Manager. When discussing this item, the Committee should consider the items programmed for the next meeting, and to set out the information and analysis they would like for each item, based on the outcomes they would like to achieve, so that officers know what they need to provide. The discussion also provides the opportunity for the Committee to manage and prioritise its work programme for future meetings.

Length of meetings

- 10.5. The Council's constitution provides for Committee meetings to last up to two and a half hours. If the Committee has not completed its business within this time, it may resolve to suspend the Council's standing orders to allow for the completion. Alternatively, the Chair may adjourn the meeting to a later date (with limitations). The suspension of standing orders and any decision to adjourn are matters for Committee members and the Chair.
- 10.6. The length of each item at Committee meetings will vary based on a number of factors, including the complexity of the issue and the range of questions put to officers and guests.

The number of items scheduled for each meeting

- 10.7. The terms of reference of the Committee are broad and there are many areas that the Committee could scrutinise. The prioritisation process set out above (at paragraph 6.2) is designed to help the Committee decide whether to add items to its work programme.

10.8. Where issues of interest are identified as low priority because:

- they are not due to be reviewed by the Council;
- there are inadequate resources available to carry out the scrutiny effectively;
- the issue has recently been reviewed by others;

Committee members may wish to make a request to receive a briefing – or instruct the Scrutiny Manager to identify sources of further information for circulation by email outside of the meeting in order to provide context for future discussions.

10.9. Members of the Committee should decide how many items to schedule for the meeting, having due regard to the time available and the length of previous meetings of the Committee. It is recommended that a maximum of three items be scheduled for each meeting, in order to leave sufficient agenda time available for responses to consultations and other urgent business.

The order of items at meetings

10.10. In accordance with the Council's standing orders, select committees consider the minutes of previous meetings, declarations of interest and responses to select committees from Mayor and Cabinet, in that order, as the first items on the agenda. Additionally, near the beginning of the first meeting of the municipal year, the committee must agree a chair and vice chair, and set a programme of business for the coming year.

10.11. As regards substantive items, these are heard in priority order. However, if the Mayor's Young Advisors or other children or young people are participating in an agenda item, it is usual for the committee to hear this as the first substantive item, to allow the young people to leave the meeting at the earliest opportunity. There is a similar convention as regards guest presenters and officers from external organisations. Where both are present, children and young people take priority over adult guests.

10.12. The Chair may vary the order in which the committee hears items, in accordance with the Constitution.

11. Financial Implications

11.1. There may be financial implications arising from some of the items that will be included in the work programme (especially reviews) and these will need to be considered when preparing those items/scoping those reviews.

12. Legal Implications

12.1. In accordance with the Council's Constitution, all scrutiny select committees must devise and submit a work programme to the Business Panel at the start of each municipal year.

13. Equalities Implications

- 13.1. The Equality Act 2010 brought together all previous equality legislation in England, Scotland and Wales. The Act included a new public sector equality duty, replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6 April 2011. It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 13.2. The Council must, in the exercise of its functions, have due regard to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
 - advance equality of opportunity between people who share a protected characteristic and those who do not.
 - foster good relations between people who share a protected characteristic and those who do not.
- 13.3. There may be equalities implications arising from items on the work programme and all activities undertaken by the Committee will need to give due consideration to this.

Background Documents

Lewisham Council's Constitution

Appendices

Appendix A – Committee's terms of reference

Appendix B – Provisional work programme

Appendix C – Local assembly priorities

Appendix D – Areas of the Council scrutinised by the Select Committee

Appendix E – Centre for Public Scrutiny criteria for selecting scrutiny topics

Appendix F – How to carry out reviews

Appendix G – End of administration review

Appendix H – Notice of forthcoming executive decisions

Appendix A

The following roles are common to all select committees:

(a) General functions

To review and scrutinise decisions made and actions taken in relation to executive and non-executive functions

To make reports and recommendations to the Council or the executive, arising out of such review and scrutiny in relation to any executive or non-executive function

To make reports or recommendations to the Council and/or Executive in relation to matters affecting the area or its residents

The right to require the attendance of members and officers to answer questions includes a right to require a member to attend to answer questions on up and coming decisions

(b) Policy development

To assist the executive in matters of policy development by in depth analysis of strategic policy issues facing the Council for report and/or recommendation to the Executive or Council or committee as appropriate

To conduct research, community and/or other consultation in the analysis of policy options available to the Council

To liaise with other public organisations operating in the borough – both national, regional and local, to ensure that the interests of local people are enhanced by collaborative working in policy development wherever possible

(c) Scrutiny

To scrutinise the decisions made by and the performance of the Executive and other committees and Council officers both in relation to individual decisions made and over time

To scrutinise previous performance of the Council in relation to its policy objectives/performance targets and/or particular service areas

To question members of the Executive or appropriate committees and executive directors personally about decisions

To question members of the Executive or appropriate committees and executive directors in relation to previous performance whether generally in comparison with service plans and targets over time or in relation to particular initiatives which have been implemented

To scrutinise the performance of other public bodies in the borough and to invite them to make reports to and/or address the select committee/Business Panel and local people about their activities and performance

To question and gather evidence from any person outside the Council (with their consent)

To make recommendations to the Executive or appropriate committee and/or Council arising from the outcome of the scrutiny process

(d) Community representation

To promote and put into effect closer links between overview and scrutiny members and the local community

To encourage and stimulate an enhanced community representative role for overview and scrutiny members including enhanced methods of consultation with local people

To liaise with the Council's ward assemblies so that the local community might participate in the democratic process and where it considers it appropriate to seek the views of the ward assemblies on matters that affect or are likely to affect the local areas, including accepting items for the agenda of the appropriate select committee from ward assemblies.

To keep the Council's local ward assemblies under review and to make recommendations to the Executive and/or Council as to how participation in the democratic process by local people can be enhanced

To receive petitions, deputations and representations from local people and other stakeholders about areas of concern within their overview and scrutiny remit, to refer them to the Executive, appropriate committee or officer for action, with a recommendation or report if the committee considers that necessary

To consider any referral within their remit referred to it by a member under the Councillor Call for Action, and if they consider it appropriate to scrutinise decisions and/or actions taken in relation to that matter, and/or make recommendations/report to the Executive (for executive matters) or the Council (non-executive matters).

(e) Finance

To exercise overall responsibility for finances made available to it for use in the performance of its overview and scrutiny function.

(f) Work programme

As far as possible to draw up a draft annual work programme in each municipal year for consideration by the overview and scrutiny Business Panel. Once approved by the Business Panel, the relevant select committee will implement the programme during that municipal year. Nothing in this arrangement inhibits the right of every

member of a select committee (or the Business Panel) to place an item on the agenda of that select committee (or Business Panel respectively) for discussion.

The Council and the Executive will also be able to request that the overview and scrutiny select committee research and/or report on matters of concern and the select committee will consider whether it can accommodate the request. If so, the select committee will perform it. If the committee has reservations about performing the requested work, it will refer the matter to the Business Panel for decision.

The following roles are specific to the Children and Young People Select Committee:

Children & Young People Select Committee

- (a) To fulfil all Overview and Scrutiny functions as they relate to the social care of children and young people up to the age of 19 years including but not limited to the following activities:-
 - (i) the social services functions of the Council under the Children Act 2004, and all functions of the Council under the National Assistance Act 1948, the Mental Health Act 1983, Children Act 1989, the NHS and Community Care Act 1990, Children Act 2004, Children and Families Act 2014 and all other relevant legislation in force from time to time
 - (ii) to invite representatives of other service providers to children and young people in the area to give account of their performance and to answer questions.
- (b) In so far as they relate to the provision of services for those under the age of 19 years, the exercise of all of the Council's powers under all relevant Education Acts from time to time in force. Without limiting the generality of this, this shall include, in particular, schools and school related services.
- (c) The exercise of the overview and scrutiny powers of the Council in so far as they relate to people under 19 years of age in the provision of opportunities for education, training and learning outside the school environment including pre-school services.
- (d) In so far as they relate to children and young people under 19 years of age, to make comments and recommendations to the Executive on the contents and proposed contents of the plans making up the Council's policy framework.
- (e) In so far as they relate to people under the age of 25 years, to make comments and recommendations on the provision of education, training and learning by those with special educational needs.
- (f) Without limiting the remit of the Select Committee, its terms of reference include the following matters:

- Child Protection - covering provision for vulnerable children including children in need and children looked after, placements, foster care and adoption.
- Early Years provision
- Special Needs provision
- Schools and related services
- Youth Service,
- Youth offending and challenging behaviour
- Transitional services for those leaving care
- Other matters relating to children and young people

(g) To receive and consider referrals from the Healthwatch in so far as they relate solely to people under 19 years of age. Otherwise such referrals will be made to the Healthier Communities Select Committee

(h) Without limiting the remit of the Select Committee to hold the Executive to account for its performance in relation to the delivery of Council objectives in the provision of services to children and young people.

NB In the event of there being overlap between the terms of reference of this select committee and those of the Healthier Communities Select Committee, the Business Panel shall determine which Select Committee shall deal with the matter in question.

Appendix C - Assembly priorities

Bellingham

- Children and young people.
- Older people's issues
- Community events and festivals
- The promotion and development of Bellingham as a community

Blackheath

- Environment and Community.
- Provision for Older people, Young People and Children
- Parking, Streets and Waste.
- Crime and Anti-Social Behaviour

Brockley

- Creating a high-quality living environment – improving our local living environment and making Brockley a safer, cleaner and greener place to live, work and learn
- Connecting communities – bringing Brockley residents together and fostering a sense of community spirit, mutual understanding and respect, through community projects, events and activities

Catford South

Improving the Catford South Environment

Parking, Idling and CPZs
Improving Cycling Provision
General traffic issues in Catford South
Supporting Local Air Quality Campaigns

Improving Catford South for Residents

Fly-tipping, Litter and Bins
Greening through planting trees and flowers
Noise nuisance
Street cleaning

Developing more activities for Children and Young People in Catford South

Activity for Teenagers
Activity for Young Adults
Developing activity for under 5s
Activity for Children aged 6-12 years

Improving the Cultural offer in Catford South

Developing Community Events
Access to Theatre and Music
Night time offer for adults better
Access the Visual Arts Film

Increasing opportunities for Older People Catford South Community

Providing activities and events for older people
Dementia Friendly Community Work
Improving the health of Older People
Maintaining the Independence of older people

General things that matter to Catford South Residents

Volunteering Opportunities
Crime and Safety
Supporting Local Business
Employment and Training

Crofton Park

- Activities for older people
- Activities for younger people
- The environment
- Health and wellbeing
- Supporting community cohesion

Downham

- Cleaner, Greener, Safer Downham
- Older People & Intergenerational Projects
- Health & Wellbeing

Evelyn

- Provision for young people and children
- Provision for older people, people with disabilities and intergenerational activities
- Skills development and access to local employment opportunities
- Community support on anti-social behaviour, crime and drug issues
- Housing issues / developments and improving the built environment
- Community capacity building, cohesion and events.

Forest Hill

- Youth engagement and provision - looking for activities that will appeal and support new and existing schemes young people. These could include those that are Art, Music, Drama and Sports based. We are also keen to open up the criteria to include ideas around exciting intergenerational projects.
- Making Forest Hill more attractive - looking for proposals that will help to keep Forest Hill streets clean and appealing. This could include the planting of trees and flowers or a proposal that would increase street art or improve an area.
- Community events – looking for proposals around events that include celebrations, e.g Christmas or events that engage residents and local groups offering education and relevant information to the Forest Hill area, as well as being fun.
- Supporting local Traders – looking for proposals that could support and promote Forest Hill as a vibrant town centre and the Kirkdale area for local businesses.

Grove Park

- Improving the town centre
- Crime and antisocial behaviour
- Neighbourliness, community activities, events and cohesion
- Community facilities
- Parking, road safety & traffic calming

Ladywell

- Environment and landscape.
- Antisocial behaviour and crime.
- Local shops.
- Lack of youth and community facilities.
- Traffic.

Lee Green

- Safe healthy living – improving health services, crime reduction, improved environment, provision of outdoor spaces / exercise spaces, promote measures to reduce air pollution / promoting cleaner air.
- Roads and streets – road safety and traffic calming measures, road maintenance, cleaner streets, tree planting, rubbish collection, improved road use, provision of cycling tracks, addressing parking and CPZ issues.
- Leisure and amenities – improved parks and open spaces, more meeting spaces / community centres, provision of cycling tracks, improved shops, Leegate, provision of more local events.
- Services and infrastructure – better social housing, provision of jobs locally, more services for the elderly and young people, increased use and access to local use for recreational activities, more school spaces.

Lewisham Central

- Improving health and well-being.
- Cleaner, better environment.
- Better access to activities and facilities for children and young people.
- Better access to training and employment for all inhabitants of the ward.
- Promoting and improving community cohesion.

New Cross

- Unemployment and skills development
- Activities for older people and tackling social isolation
- Housing developments and the built environment
- Health, wellbeing and community safety

Perry Vale

- Children and Young People
- Unemployment and skills development
- Older people and intergenerational
- Crime and antisocial behaviour
- Environment and ecology

Rushey Green

- activities and opportunities for children (under 18) and young people (under 25)
- increasing opportunities for older people (55+)
- community cohesion – including events, activities and projects designed to create a sense of community in Rushey Green
- culture and the arts – with particular reference to improving the wellbeing of people in the Rushey Green Area
- improving your local area – including local 'streetscape', environment and ecology.

The Rushey Green Assembly is also committed to keeping residents informed about the ongoing improvements to Catford town centre.

Sydenham

- bringing our community together
- health and wellbeing
- vibrant high street
- clean and green
- crime and anti-social behaviour.

Telegraph Hill

- Unemployment and skills development
- Activities for older people
- Neighbourliness and tackling social isolation.
- Community safety, wellbeing and tackling anti-social behaviour.

Whitefoot

- Children, young people and youth work.
- Older people and transport.
- Creative arts (e.g. participatory art projects like storytelling, theatre, etc.)
- Healthy living, including fitness, wellbeing and mental health.
- Improved use of parks, play areas and green spaces

Appendix D – Further information about areas of the Council scrutinised by Children and Young People Select Committee

Children and Young People Directorate

The Directorate provides services for children and young people which safeguard life and welfare and promote life chances and wellbeing, including

- children's social care
- school standards and inclusion
- joint commissioning and targeted services

Executive Director for Children and Young People – Sara Williams

1. **Children's Social Care** - provides services that protect, care for, and support children, young people and their families in Lewisham.

Early Intervention, MASH, Referral and Assessment

This service responds to new referrals to the Department and will assess need and the need for intervention via our multi agency MASH (Multi-Agency Safeguarding Hub); where the threshold for service from Children's Social Care is not met the team will advise on appropriate action. Where early help is identified as needed to stop concerns escalating and it unclear who the lead professional may be they will help co-ordinate and support agencies to respond to meet identified need.

Family Social Work

This service provides ongoing support to children assessed as in need of social care services, including children subject to child protection plans or in court proceedings. The service works closely with the multi-agency network to support families in the care of their children where specialist needs have been identified.

Adoption, Looked After Children & Leaving Care

This service provides support to children and young people within our care and those leaving care. Support is also offered to place children for adoption and undertake assessments of adoptive parents.

Business Strategy, Fostering & Placements

This service provides support and recruitment services for foster carers within Lewisham. The service also locates and quality assures placements for our Looked After Children. A dedicated team is in place that undertakes court ordered assessments of children's relatives and offers associated support.

Quality Assurance

This service provides an independent reviewing service for our Looked After Children's placements and reviews plans for children subject to Child protection arrangements. The Quality Assurance Service leads on Local Safeguarding Children Board business in relation to Children's Social Care. There are a variety of other associated quality assurance services included to ensure compliance with the law and continuous improvement across the service.

2. **School Standards and Inclusion** – provides support to schools, ensures quality of provision and supports vulnerable young people. It is made up of the following services.

Head of Standards and Inclusion – Kate Bond

- **Standards and Inclusion Team**– ensures that all schools and 6th forms provide high quality provision to enable all children and young people to achieve high standards at every phase of their education.
- **The Virtual School Team** ensures that all our Looked After Children both in and out of borough receive the education provision that they need.
- The Access, Inclusion and Participation Team provides a number of services including:
 - the 14 – 19 Participation Service which looks to reduce the number of young people who are, or are in danger of becoming, NEET (not in education, employment or training), particularly among our most vulnerable young people.
 - The Admissions Team manages the admission process for all children applying for a Lewisham school
 - Attendance, Inclusion and Participation Team works with parents and schools to ensure that all children in Lewisham are attending school. This team also processes child performance licenses
 - The Fair Access, Elective Home Education and Alternative Provision Team ensure that the most vulnerable children are able to access the education provision that they need
 - The Education Business Partnership Manager oversees the traded service to secondary schools which helps to ensure that all young people can access appropriate work placements
 - The School Place Planning Manager monitors and forecasts the need for school places in primary, secondary and special provision or alternative education.
 - The Service Manager for School Services oversees the support for NQTs (Newly Qualified Teachers) and their Appropriate Body; governor services (including governor training and clerking services) and SACRE (the Standing Advisory Council for Religious Education)
 - The Schools HR (Human Resources) team work in partnership with schools to facilitate effective management, governance and leadership and safe recruitment of staff.

For further information about Lewisham services for schools, please visit:

<http://www.schoolsservices.lewisham.gov.uk/>

3. **Targeted Services and Joint Commissioning** – supports the directorate, the Council and key partners, in particular the CCG, to deliver the objectives of the children and Young People’s Plan. It is made up of the following teams:

The **Commissioning Team** commissions local and sub-regional services for the Council and CCG, including early help and community health services, and is responsible for ensuring that the partnership arrangements are effective in delivering the CYP Plan.

The **Children with Complex Needs Service** provides an overarching service to all children with complex needs in the borough, working closely with schools and health providers. The service includes the SEN team, children with disabilities social work team, travel co-ordination team, OT, Portage and MAPP.

The **Educational Psychology Team** offers assessment, advice and training to all Lewisham settings. The team supports the mental health and wellbeing, development and educational progress of children and young people from 0 to 25 years.

The **Early Years Team** provides oversight of the provision for the 2, 3 and 4 year olds, including childcare.

Appendix E – Criteria for selecting topics

The Centre for Public Scrutiny (CfPS) has developed a useful set of questions to help committees prioritise items for scrutiny work programmes:

General questions to be asked at the outset:

- is there a clear objective for scrutinising this topic – what do we hope to achieve?
- does the topic have a potential impact for one or more section(s) of the population?
- is the issue strategic and significant?
- is there evidence to support the need for scrutiny?
- what are the likely benefits to the council and its customers?
- are you likely to achieve a desired outcome?
- what are the potential risks?
- are there adequate resources available to carry out the scrutiny well?
- is the scrutiny activity timely?

Sources of topics

The CfPS also suggest that ideas for topics might derive from three main sources: the public interest; council priorities; and external factors. These are described below.

Public interest

- issues identified by members through surgeries, casework and other contact with constituents
- user dissatisfaction with service (e.g. complaints)
- market surveys/citizens panels
- issues covered in media

Internal council priority

- Council corporate priority area
- high level of budgetary commitment to the service/policy area (as percentage of total expenditure)
- pattern of budgetary overspend
- poorly performing service (evidence from performance indicators/ benchmarking).

External Factors

- Priority area for central government
- new government guidance or legislation
- issues raised by External Audit Management Letters/External Audit Reports
- key reports or new evidence provided by external organisations on key issue

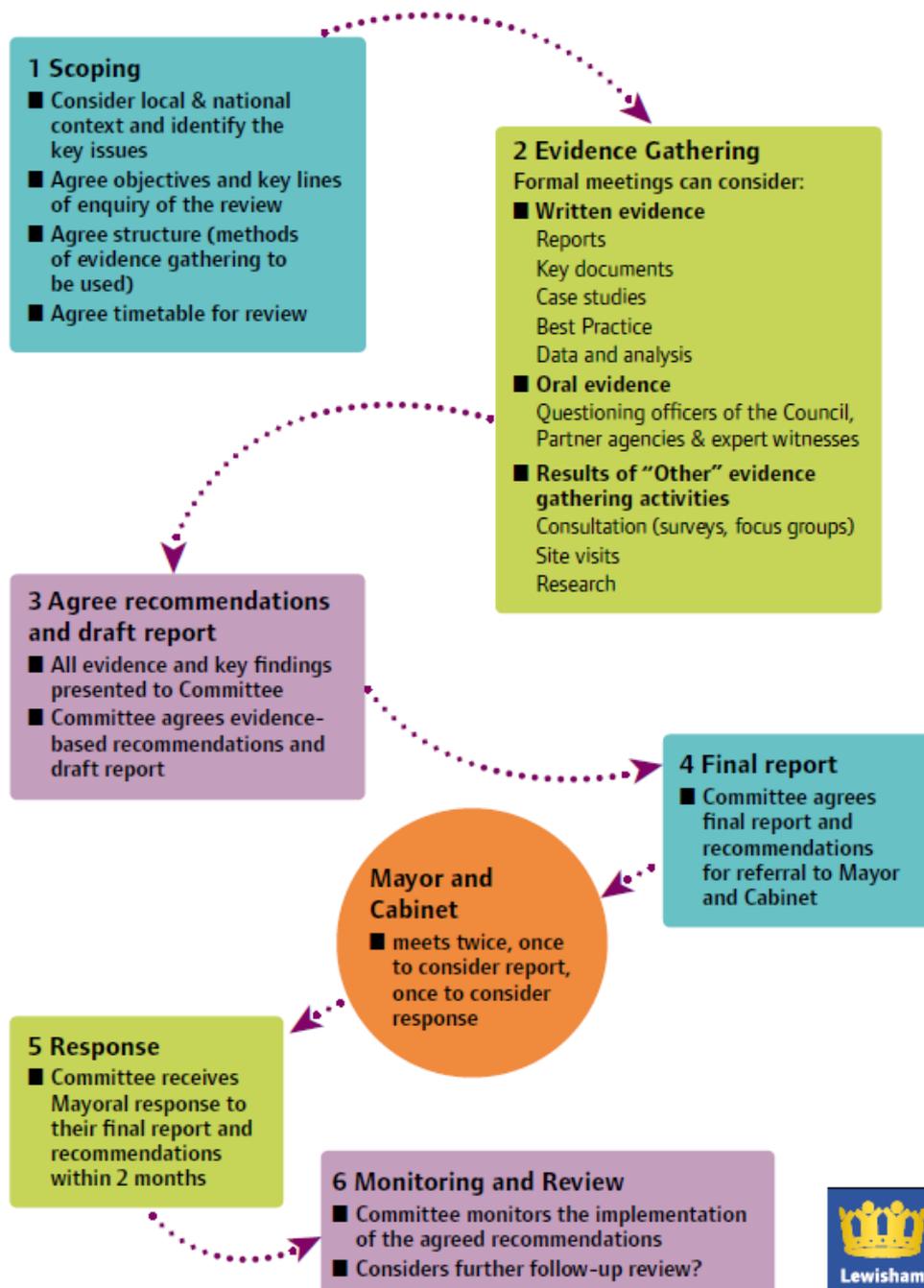
Criteria to reject items

Finally, the CfPS suggest some criteria for rejecting items:

- issues being examined elsewhere - e.g. by the Cabinet, working group, officer group, external body
- issues dealt with less than two years ago
- new legislation or guidance expected within the next year
- no scope for scrutiny to add value/ make a difference
- the objective cannot be achieved in the specified timescale

Appendix F

How to carry out an in-depth review



Overview and Scrutiny

Children and Young People Select Committee end of administration report

Spring 2018

Membership of the Children and Young People Select Committee 2014-18:

2014-15

Councillor John Paschoud (Chair)
Councillor Brenda Dacres (Vice Chair)
Councillor Chris Barnham
Councillor David Britton
Councillor Liz Johnston-Franklin
Councillor Hilary Moore
Councillor Jacq Paschoud
Councillor Joan Reid
Councillor Luke Sorba
Councillor Alan Till
Sharon Archibald (Parent Governor)
Lisa Palin (Parent Governor)
Mark Saunders (Parent Governor)
Gail Exon (Church Representative)
Monsignor N Rotheron (Church Representative)

2015-16

Councillor Hilary Moore (Chair)
Councillor Luke Sorba (Vice Chair)
Councillor Chris Barnham
Councillor Andre Bourne
Councillor David Britton
Councillor Liz Johnston-Franklin
Councillor Jacq Paschoud
Councillor John Paschoud
Councillor Jonathan Slater
Councillor Alan Till
Sharon Archibald (Parent Governor)
Lisa Palin (Parent Governor)
Mark Saunders (Parent Governor)
Gail Exon (Church Representative)
Monsignor N Rotheron (Church Representative)

2016-17

Councillor Hilary Moore (Chair)
Councillor Luke Sorba (Vice Chair)
Councillor Chris Barnham
Councillor Andre Bourne
Councillor Simon Hooks
Councillor Liz Johnston-Franklin
Councillor Helen Klier
Councillor Jacq Paschoud
Councillor Jonathan Slater
Councillor Alan Till
Sharon Archibald (Parent Governor)
Kevin Mantle (Parent Governor)
Mark Saunders (Parent Governor)
Gail Exon (Church Representative)
Monsignor N Rotheron (Church Representative)

2017-18

Councillor Luke Sorba (Chair)
Councillor Liz Johnston-Franklin (Vice Chair)
Councillor Chris Barnham
Councillor Andre Bourne
Councillor Joyce Jacca
Councillor Helen Klier
Councillor Hilary Moore
Councillor Jacq Paschoud
Councillor John Paschoud
Councillor Alan Till
Lilian Brooks (Parent Governor)
Kevin Mantle (Parent Governor)
Gail Exon (Church Representative)
Monsignor N Rotheron (Church Representative)

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Chair's Introduction



During a period of increasing national austerity including relentless cuts by national government to the budgets of local authorities and the escalating pressures on children's services - be it the rising number of looked after children nationally, the crisis in schools funding or the growth in demand for children and young people's mental health services- this Committee under its various Chairs has continued to engage in constructive scrutiny of the work of the Children and Young People directorate.

Incorporating contributions from a wide range of professionals from both inside and outside the Council as well as service users (children and parents and carers) and the wider community has been invaluable in our endeavour to examine, debate, question and recommend those practices that will lead to the best possible outcomes for the children and young people in our borough.

Councillor Luke Sorba

Chair of the Children and Young People Select Committee (2017-2018)

1. Introduction

- 1.1. Lewisham has 54 Councillors, representing 18 wards. Lewisham also has an executive mayor, who is elected by the whole borough.
- 1.2. Nine of Lewisham's Councillors have been chosen by the Mayor to form his Cabinet.
- 1.3. 45 non-executive councillors are all members of the Overview and Scrutiny Committee. The Committee usually met four times in each year of this administration to consider cross cutting issues of strategic importance. Members of the Overview and Scrutiny Committee also form six select committees, which take on the responsibilities of the Overview and Scrutiny Committee for specific areas of work. In this administration, there have been six standing select committees, each has usually met eight times a year:
 - Children and Young People Select Committee
 - Healthier Communities Select Committee
 - Housing Select Committee
 - Public Accounts Select Committee
 - Safer Stronger Communities Select Committee
 - Sustainable Development Select Committee
- 1.4. This report provides a short summary the activities and achievements of the Children and Young People Select Committee in the 2014-18 administration.
- 1.5. The Children and Young People Select Committee has a responsibility for reviewing and developing policy in relation to children and young people's services, as well as holding decision makers to account and monitoring the Council's performance. Throughout the course of this administration, the Committee has allocated time to respond to emerging issues and to review issues in depth. Each of the sections below sets out how the Committee has fulfilled its responsibilities over the past four years.
- 1.6. Over the four years of the administration, the Committee has asked hundreds of questions of Council officers, guests and decision makers. It also has a formal option to send its views to the Council's executive Mayor and Cabinet through the use of referrals – to which the Executive is obliged to provide a written response.

2. Overview

2.1. Meetings

- The Committee met six times in 2014-15.
- It met eight times in 15-16/16-17 and 17-18.
- The Committee made 12 referrals to Mayor and Cabinet.

2.2. Terms of reference

- (a) To fulfil all Overview and Scrutiny functions as they relate to the social care of children and young people up to the age of 19 years including but not limited to the following activities:-
- (i) the social services functions of the Council under the Children Act 2004, and all functions of the Council under the National Assistance Act 1948, the Mental Health Act 1983, Children Act 1989, the NHS and Community Care Act 1990, Children Act 2004, Children and Families Act 2014 and all other relevant legislation in force from time to time
 - (ii) to invite representatives of other service providers to children and young people in the area to give account of their performance and to answer questions.
- (b) In so far as they relate to the provision of services for those under the age of 19 years, the exercise of all of the Council's powers under all relevant Education Acts from time to time in force. Without limiting the generality of this, this shall include, in particular, schools and school related services.
- (c) The exercise of the overview and scrutiny powers of the Council in so far as they relate to people under 19 years of age in the provision of opportunities for education, training and learning outside the school environment including pre-school services.
- (d) In so far as they relate to children and young people under 19 years of age, to make comments and recommendations to the Executive on the contents and proposed contents of the plans making up the Council's policy framework.
- (e) In so far as they relate to people under the age of 25 years, to make comments and recommendations on the provision of education, training and learning by those with special educational needs.
- (f) Without limiting the remit of the Select Committee, its terms of reference include the following matters:
- Child Protection - covering provision for vulnerable children including children in need and children looked after, placements, foster care and adoption

- Early Years provision
- Special Needs provision
- Schools and related services
- Youth Service
- Youth offending and challenging behaviour
- Transitional services for those leaving care
- Other matters relating to children and young people

(g) To receive and consider referrals from the Healthwatch in so far as they relate solely to people under 19 years of age. Otherwise such referrals will be made to the Healthier Communities Select Committee

(h) Without limiting the remit of the Select Committee to hold the Executive to account for its performance in relation to the delivery of Council objectives in the provision of services to children and young people.

NB In the event of there being overlap between the terms of reference of this select committee and those of the Healthier Communities Select Committee, the Business Panel shall determine the Select Committee which shall deal with the matter in question.

Leadership

2.3. There have been three Chairs during the administration – Councillors John Paschoud, Hilary Moore and Luke Sorba and three Vice Chairs – Councillors Brenda Dacres, Luke Sorba and Liz Johnston-Franklin.

Non-councillor Members

2.4. The CYP Select Committee benefits from having members external to the Council. It has three parent governor representatives within its membership¹ and two diocesan representatives² with full voting rights.

Setting the work programme

2.5. At the beginning of each year of the administration, the Committee considered a range of topics for its upcoming work programme. This was comprised of:

- items the Committee was required to consider by virtue of its terms of reference;
- issues of importance to residents;
- criteria for selecting and prioritising topics developed from best practice;

¹ Elected in accordance with the Parent Governor Representatives (England) Regulations 2001.

² Appointed in accordance with Schedule A1 Local Government Act 2000, as amended.

- the capacity for adding items to each meeting;
 - the context for setting the work programme and advice from officers;
 - suggestions already put forward by Members;
 - issues arising from previous scrutiny;
 - follow up to Committee referrals and reviews.
- 2.6. At the end of each meeting the Committee reviewed the programme for upcoming meetings and decided how the topics it had identified should be scrutinised. The Committee agreed what information and analysis they wished to receive in order to achieve their desired outcomes.

Issues of local importance

- 2.7. Councillors have substantial knowledge of the issues of importance in their wards. They are also closely involved in their local assembly meetings and local groups. Each year, when deciding on its work programme, Committee members drew on their local knowledge to inform the development of the work plan for the year.
- 2.8. The financial situation of Forest Hill School was one such issue. A large group of concerned parents/ residents attended the 28 June 2016 CYP Select Committee to hear an item on School Budgets, including Forest Hill, considered by CYP and Public Accounts Select Committees jointly.
- 2.9. Another issue of importance to local service users has been proposed changes to SEND provision, including Drumbeat after school club, travel assistance and short breaks.
- 2.10. The Committee heard from parents/ guardians impacted by the proposed changes, and received a further update 6 months later. As a result, the Committee made a referral to Mayor and Cabinet requesting a review of funding levels. The Mayor and Cabinet's response is due early in the next administration.
- 2.11. Most recently, the CYP Select Committee asked the Mayor and Cabinet to reconsider the proposed reductions to the council's contribution to CAMHS funding. As a result the Mayor and Cabinet has halted implementation of the savings for the financial years 2018-19 and 2019-20 pending further investigation into various matters including changes to service demand, areas for alternative savings, impact of cuts.

Guests at Committee meetings

- 2.12. The Committee has heard from several guests, experts and witnesses in relation to reviews or other agenda items at its meetings in this administration. They attended to give their views on issues of importance, or to provide the Committee with information or analysis

about a specific topic. Below are just some of the guests that have addressed the Committee:

Human Trafficking Organisation

NUT

Dr Frances Rice (via Skype) – author of a report entitled School Transition and Adjustment Research Study

Ammar Al-Ghabban – education consultant specialising in mental health and wellbeing in schools

Save Lewisham Hospital Campaign

National Careers Services

Prospects

London Councils

Youth Engagement Lewisham

- 2.13. Other Members, including Cabinet Members and the Mayor, have also attended meetings to answer questions about the overarching vision for a policy, to answer questions about the delivery of a service or in their capacity as one of the council's "Champions" - for example, Councillor Jonathan Slater, the Council's Mental Health Champion, recently attending a committee meeting at which the impact of proposed efficiency savings affecting the Child and Adolescent Mental Health Service (CAMHS) was considered.

Young Advisors

- 2.14. The Young Advisors support the Young Mayor. Together they look at key decision-making reports, engage with service managers, policy-makers and elected members to hear and comment on plans and strategies for the delivery of services, and are involved in determining council grant allocation to youth service initiatives.
- 2.15. The Young Advisors have provided the CYP Select Committee with a young people's perspective, where appropriate, and have been involved in the Committee's in-depth review work.

Visits

- 2.16. Where appropriate, Members of the Committee have attended visits, either as part of evidence gathering for an in-depth review, or to deepen their understanding of a particular subject. Visits have taken Members to a range of primary and secondary schools, Lewisham Southwark College, the Multi-Agency Safeguarding Hub and the Missing Exploited and Trafficked (MET) and Child Sexual Exploitation (CSE) Teams within Children's Social Care. The Scrutiny Manager attended a conference in Nottingham which brought together the key players behind Nottingham City Council's Fair Workload Charter for school staff.

3. Policy development and pre-decision scrutiny

- 3.1. One of the Committee's important functions is to lead on the development of emerging Council policy and to make recommendations to Mayor and Cabinet with Committee views, recommendations, concerns and endorsements.
- 3.2. The Committee has scrutinised the development of a broad range of Council policies and strategies over the past four years, some examples include:
 - Alternative education provision
 - Changes to the Music Service
 - Childcare strategy, including implementation of the 30 hours funding for 3 and 4 year olds
 - School Place planning
 - Children and Young People's Plan
- 3.3. The CYP Select Committee has also considered a range of standing items, including topics which span more than a single year, or where a regular review of data and implementation is required, such as:
 - GCSE and A-Level results
 - Oversight of school attendance and exclusions
 - Child safeguarding services
 - Ofsted improvement plan
 - Children and young people's emotional well-being and mental health provision in Lewisham

Indepth reviews

Information, Advice and Guidance in Schools

- 3.4. The Committee worked collaboratively with the Young Advisors on the Information, advice and guidance in schools review, as it was a matter of such importance to young people and the service users were entirely made up of young people in years 8 -13.
- 3.5. Young Advisors helped to ensure that the review was pertinent, representative and reached sensible conclusions to improve the outcome for young people.
- 3.6. The review recommended that schools provide careers information as early as primary school to give children exposure to as wide a range of opportunities as possible, and to challenge stereotypes that exist such as girls ruling out careers in Science, Technology, Engineering and Mathematics (STEM) as being 'for boys'.

Transition from Primary to Secondary School

- 4.3. For example, the Committee has continued to closely monitor the impact of changes to SEND provision to ensure that parents of children with complex needs have not been
- 4.4. Additional savings are likely to be a part of the Committee's work programme over the course of the next administration. See **7. Future Challenges** below.

5. Performance monitoring

- 5.1. The Committee allocated a significant proportion of its work programme in this administration to performance monitoring. The Committee's performance monitoring scrutiny takes a number of different forms. It might include challenging decision makers on the decisions they have taken. It might relate closely to the development of policy and include scrutiny of the Council's delivery of services in a particular area.

Ofsted

- 5.2. The Children and Young People Select Committee has particularly focused on key areas within children's social care. In October and November 2015, Ofsted carried out an inspection of services for children in need of help and protection, looked after children and care leavers, and reviewed the effectiveness of the Local Safeguarding Children Board. Inspectors looked at the following areas and rated them as follows:

- Children who need help and protection – Requires Improvement
- Children looked after and achieving permanence – Good
- Leadership, management and governance – Requires Improvement

- 5.3. This resulted in greater demand on the Scrutiny function to strengthen its arrangements and provide tougher challenge of child safeguarding services. The findings of the Ofsted report helped to shape the development of the Select Committee's subsequent annual work programmes. In addition, the Committee is working to ensure that it rigorously prioritises items on its programme in order to provide sufficient challenge in relation to performance monitoring. The Committee is also committed to further developing its relationships with partners and other stakeholders to drive improvements to services for young people.

Secondary School Improvement

- 5.4. The long term under performance of some of Lewisham's secondary schools has been a significant concern to the CYP Select Committee. The Committee has scrutinised the implementation of the recommendations from the Education Commission, which was set up to drive improvements in Lewisham's schools. The recommendations arising from the in-depth reviews carried out in this administration have all sought to support secondary school improvement by ensuring that pupils transferring to the borough's secondary schools have the best possible start, that their learning does not lose momentum as they move from KS2 to KS3, that schools attract and then retain talented staff, and that young people receive appropriate guidance to make informed career choices.
- 5.5. The Committee regularly reviews data relating to school standards, such as performance, attendance and exclusion statistics and Ofsted gradings.

6. Responding to emerging issues

Forest Hill School

- 6.1. In 2016 Forest Hill School received approval from the Mayor for a deficit of over £500,000, and worked to get its budget in reasonable shape through restructuring of support staff and teaching staff. This involved a number of redundancies, over which there was strike action.
- 6.2. Parents, staff and the NUT were concerned about the impact of the cuts. CYP Select Committee and Public Accounts Select Committee jointly considered a report on school budgets, and this meeting was attended by a large number of members of the public who were given the opportunity to ask questions of the Committee and the Cabinet Member for Children and Young People, who was also in attendance.
- 6.3. Having asked probing questions and given due consideration to the views of parents, the NUT and the evidence supplied by council officers, the CYP Select Committee supported the Council's position on the matter. Schools are autonomous, therefore the Committee concluded that it was not the Council's role to manage individual schools' finances.

Sedgehill School

- 6.4. The council issued a Warning Notice to Sedgehill School in 2014. The school appealed, but following a decline in GCSE results, and an 'inadequate' grading by Ofsted, an Interim Executive Board was put in place. The school applied for academy status but an academy sponsor was not found, which led to a period of uncertainty for staff,

pupils and parents during which long-term planning decisions and permanent hires were unable to be made. Potential sponsors were deterred by the costs of Sedgehill's PFI contract and future financial prospects of the school. There were also concerns about the lack of popularity of the school.

- 6.5. In 2017, Sedgehill School entered into partnership with United Learning, a highly successful trust with a strong track record of improving schools, and gained a sister school in Lambeth Academy. Sister schools are financially connected and can have joint social activities for students. This means Sedgehill remains the responsibility of the Council as a community school, but receives support and strategic overview from United Learning.
- 6.6. The CYP Select Committee regularly examined the situation as it developed and asked robust questions in relation to the work being done to secure a long-term arrangement for the school and to minimise the impact on the pupils.

7. Future challenges

- 7.1. The medium term financial outlook for local government is one of uncertainty. In the summer of 2017 the Public Accounts Select Committee considered the Council's medium term financial strategy, which identified a number of areas of uncertainty and risk in the years to 2022. The Committee noted that the likelihood and impact of these risks remained uncertain:
 - Government policy and funding changes
 - Development and changes for London via the London devolution agenda
 - Employment and business prospects impacting on the local tax take
 - Demographic change and the wider social implications resulting from the above.
- 7.2. Since 2010, Lewisham Council has delivered savings of £160m, at the same time as reorganising services and meeting increased demand. A further £4.8m of savings have been proposed for 2018/9, and in the years to 2020 further savings of around £35m will be required. This will bring the total savings in cash terms made by the Council in the decade to 2020 to just shy of £200m.
- 7.3. Savings are becoming more difficult to achieve and the Council's reserves have been used to balance to budget for the past four years. Projections for the end of the 2017/18 financial year are an overspend £13m, with more than half of this amount relating to savings that have been agreed but not delivered.

- 7.4. Officers anticipate that post 2020 approximately £10m per year of savings will be required. As scrutiny committees devise their work programmes for the 2018-22 administration, they will need to give close consideration to the areas of Council spending within their remit.
- 7.5. The profile for savings required is now broadly;
- £22m to be implemented in 2017/18
 - £5m gap remaining for 2017/18 to be met from reserves
 - £16m gap for 2018/19 against which £5m of outline proposals were set out in September and now need to be firmed up and extended
 - £11m gap for 2019/20 against which £9m of outline proposals were set out in September and now need to be firmed up and brought forward if possible
- 7.6. The Children and Young People Select Committee has been closely involved in the scrutiny of the Lewisham Future programme.
- 7.7. The CYP Directorate forecasts an overspend of £7.7m for the financial year 2017/18, which amounts to 16% overspend to Net budget.
- 7.8. An ongoing area of significant financial pressure for the Council are the rising demands and costs of Children's Social Care, including rising demands for assessments and high costs for placement. This is a challenge as the government's funding for social care is directed solely to adult provisions.
- 7.9. The population of the Borough is forecast to have a net increase of 3,000 annually for the foreseeable future. This growth combined with the demographic change being experienced nationally for people to live longer lives, even with severe disabilities, is creating particular pressure on health and social care services.
- 7.10. The budget pressures in Children's Social Care have been reviewed and it is recommended that the remaining £2.1m of corporate risk and pressures unallocated in 2017/18 now be allocated to Children's Social Care – front door, social workers and placement costs.
- 7.11. Risk and budget pressures affecting Children and Young People for 2018/19 include
- Unachieved savings in transport costs for children with complex needs
 - Demand pressures relating to:
 - Educational psychologists and services to children with complex needs
 - The children's social care multi agency safeguarding hub
 - Family social work resources
 - Looked After Children placement costs
 - Youth Offending Service

- 7.12. As scrutiny committees, including the Children and Young People Select Committee, consider their programmes of work for the 2018-22 administration, they will need to give close consideration to the areas of Council spending which fall within their remit.

Appendix A – scrutiny committee terms of reference

The following roles are common to all select committees:

(a) General functions

To review and scrutinise decisions made and actions taken in relation to executive and non-executive functions

To make reports and recommendations to the Council or the executive, arising out of such review and scrutiny in relation to any executive or non-executive function

To make reports or recommendations to the Council and/or Executive in relation to matters affecting the area or its residents

The right to require the attendance of members and officers to answer questions includes a right to require a member to attend to answer questions on up and coming decisions

(b) Policy development

To assist the executive in matters of policy development by in depth analysis of strategic policy issues facing the Council for report and/or recommendation to the Executive or Council or committee as appropriate

To conduct research, community and/or other consultation in the analysis of policy options available to the Council

To liaise with other public organisations operating in the borough – both national, regional and local, to ensure that the interests of local people are enhanced by collaborative working in policy development wherever possible

(c) Scrutiny

To scrutinise the decisions made by and the performance of the Executive and other committees and Council officers both in relation to individual decisions made and over time

To scrutinise previous performance of the Council in relation to its policy objectives/performance targets and/or particular service areas

To question members of the Executive or appropriate committees and executive directors personally about decisions

To question members of the Executive or appropriate committees and executive directors in relation to previous performance whether generally in

comparison with service plans and targets over time or in relation to particular initiatives which have been implemented

To scrutinise the performance of other public bodies in the borough and to invite them to make reports to and/or address the select committee/Business Panel and local people about their activities and performance

To question and gather evidence from any person outside the Council (with their consent)

To make recommendations to the Executive or appropriate committee and/or Council arising from the outcome of the scrutiny process

(d) Community representation

To promote and put into effect closer links between overview and scrutiny members and the local community

To encourage and stimulate an enhanced community representative role for overview and scrutiny members including enhanced methods of consultation with local people

To liaise with the Council's ward assemblies so that the local community might participate in the democratic process and where it considers it appropriate to seek the views of the ward assemblies on matters that affect or are likely to affect the local areas, including accepting items for the agenda of the appropriate select committee from ward assemblies.

To keep the Council's local ward assemblies under review and to make recommendations to the Executive and/or Council as to how participation in the democratic process by local people can be enhanced

To receive petitions, deputations and representations from local people and other stakeholders about areas of concern within their overview and scrutiny remit, to refer them to the Executive, appropriate committee or officer for action, with a recommendation or report if the committee considers that necessary

To consider any referral within their remit referred to it by a member under the Councillor Call for Action, and if they consider it appropriate to scrutinise decisions and/or actions taken in relation to that matter, and/or make recommendations/report to the Executive (for executive matters) or the Council (non-executive matters)

(e) Finance

To exercise overall responsibility for finances made available to it for use in the performance of its overview and scrutiny function.

(f) Work programme

As far as possible to draw up a draft annual work programme in each municipal year for consideration by the overview and scrutiny Business Panel. Once approved by the Business Panel, the relevant select committee will implement the programme during that municipal year. Nothing in this arrangement inhibits the right of every member of a select committee (or the Business Panel) to place an item on the agenda of that select committee (or Business Panel respectively) for discussion.

The Council and the Executive will also be able to request that the overview and scrutiny select committee research and/or report on matters of concern and the select committee will consider whether the work can be carried out as requested. If it can be accommodated, the select committee will perform it. If the committee has reservations about performing the requested work, it will refer the matter to the Business Panel for decision.

The Sustainable Development Select Committee has these specific terms of reference:

- (a) To exercise all the functions and roles of the overview and scrutiny committee in relation to the following matters:
- to examine issues relating to the protection of the environment including 'green' issues such as the conservation of natural resources, energy efficiency and conservation and/or the reduction of all types of pollution and make recommendations to the Mayor and Cabinet as appropriate;
 - to comment and consult on and make recommendations to the Mayor and Cabinet in relation to the following:
 - i. sustainable development, economic development, business support, employment and training;
 - ii. the formulation of the Council's planning policies, (including the preparation of the Council's Local Development Framework and other local plans for the use and development of land, but excluding planning control and building control functions);
 - iii. highways, parking, traffic and transport, and urban regeneration;
 - iv. the environment including waste disposal, environmental health, street and market trading (but not the granting of licences and related matters);
 - v. public protection, refuse collection and disposal, street cleaning, consumer protection, cemeteries and crematoria;
 - vi generally to examine the performance of the Mayor and Cabinet in relation to these matters.
 - the review and scrutiny of the exercise by risk management authorities of flood risk management and coastal erosion risk management affecting the area.

Appendix H

Key decision forward plan