



## CHILDREN AND YOUNG PEOPLE COMMISSION 22 JANUARY 2008

### Report of the Chair

## Forward Plan: Monitoring and Tracking

### RECOMMENDATION

1. That the Commission consider whether to adopt a Forward Plan tracking and reporting system as agreed by the Scrutiny Management Commission.

### SUPPORTING INFORMATION

- 2.1 At its meeting on 18 September 2007 members of the Scrutiny Management Commission expressed concerns about the level of compliance about the making of timely entries in the Forward Plan. As a consequence that meeting passed two resolutions:

Minute 47/07 Retrospective Scrutiny: 'resolved to include the Forward Plan as a standard retrospective scrutiny item at future meetings to ensure all reports were reported correctly and within the correct time frames'.

51/07 Council Cabinet Forward Plan: 'Resolved ... (2) To request a monthly analysis of Forward Plan items for items which do not appear in the Forward Plan for four months with an explanation of why not'.

- 2.2 Regulation 13 (2) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations states that a 'forward plan shall contain details of all the matters likely to be the subject of key decisions for a period of four months'. As an example, the January 2008 Forward Plan, published in December 2007, should include all key decisions where the earliest date for the decision is likely to be before 30 April 2008. The SMC resolutions mean that an explanation shall need to be provided for any key decision taken by Council Cabinet at any of the latter's meetings up to that scheduled for 22 April which has not appeared in the January Forward Plan.
- 2.3 The question for this Commission is whether it also wishes to adopt, with or without modification, the monitoring and tracking put in place by the SMC.
- 2.4 Analysis of the key decisions which relate to the portfolio of Children and Young People Commission since April 2007 is set out below.

<b>Key Decision</b>	<b>Earliest Cabinet Consid'tion date</b>	<b>Actual Forward Plan entry date</b>	<b>Required entry date</b>	<b>C&amp;YPC meeting between actual entry and Cabinet?</b>
70/06 Lakeside Primary PFI Children's Centre	3 July 07	April 07	April 07	Yes
75/06 Schools Licensed Deficits	5 June 07	May 07	March 07	No
76/06 School Transport	5 June 07	May 07	March 07	No
79/06 Establishment of a new Special School and Pupil Referral Unit facilities	3 July 07	June 07	April 07	Yes
6/07 Establishment of a new children's home for autistic children	3 July 07	July 07	April 07	No
12/07 Building Schools for the Future Strategy	30 October 07	August 07	July 07	Yes
13/07 Children's Trust Arrangements	4 September 07	August 07	June 07	No
20/07 Building Schools for the Future Choice and Diversity	4 September 07	September 07	June 07	No
32/07 Home to School Transport	15 January 08	November 07	October 07	Yes
43/07 School Funding 2008-11	19 February 08	December 07	November 07	Yes
45/07 BSF Local Education Partnerships	18 December 08	December 07	September 07	No
Children's Social Care 58/07 Voluntary Agency Grants	15 January 2008	January 08	October 2008	No

2.5 Additionally, the following items were considered by Council Cabinet on the date shown but which did not appear in the Forward Plan:

5 June 2007 - Bemrose Community School – re-designation to 11-18 Status

31 July 2007 - Retained School Balances.

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<b>Background papers:</b>	Appendix 1 – Implications
<b>List of appendices:</b>	None

## Appendix 1

### IMPLICATIONS

#### Financial and Personnel

None directly arise from this report

#### Legal

The Forward Plan originates in primary legislation. Section 22 of the Local Government Act 2000 gave the Secretary of State the power to make regulations *requiring* prescribed information about executive functions to be made available to members of the public or members of the authority in advance of [key] decisions being taken.

The regulations made were the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations. Regulation 13 (2) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations states that a 'forward plan *shall* contain details of all the matters likely to be the subject of key decisions for a period of four months'.

The Forward Plan is not simply a bureaucratic legal requirement but is a key part of Derby citizens' entitlements. Article 3.2 of the Constitution says citizens have the right to 'find out from the forward plan what key decisions will be taken by the Council Cabinet and when'.

#### Equalities impact

Timely entries in the Forward Plan are particularly important for the information to successfully circulate to hard-to-reach communities – either through socio-economic exclusion or not speaking English – who rely on word-of-mouth.

#### Corporate Objectives, Values and Priorities

This report related to the Council's stated values of being open, transparent and honest about everything we do.