



## **Work Programme and Terms of Reference**

### **SUMMARY**

- 1.1 This report gives the Corporate Parenting Sub Board an opportunity to study its Terms of Reference and Remit for the forthcoming municipal year.
- 1.2 Members of the Board will also have an opportunity to consider any items or topics for inclusion in the Corporate Parenting work programme. Following the meeting and further consultation with Board members, Strategic Directors and the Chair and Vice Chair of the Board a work programme will be developed for the forthcoming year.

### **RECOMMENDATION**

- 2.2 To agree the Board's Terms of Reference, reproduced at section 4.1 of the report.
- 2.4 To discuss, suggest and select items for the CYP work programme and identify any topic(s) for review during for the forthcoming year.

### **REASONS FOR RECOMMENDATION**

- 3.2 To make the Board aware of their Terms of Reference.
- 3.4 To ensure that the Board have had an opportunity to identify areas for further scrutiny and challenge in 2014/15 through the development of a robust work programme.
- 3.5 To enable work to commence on any identified in-depth topic review as identified by the Board.

### **SUPPORTING INFORMATION**

#### **4.1 Terms of Reference of Overview and Scrutiny Boards**

Within the scope of their terms of Reference set out in Article 6 of the Constitution to:

1. review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's functions

2. make reports or recommendations to Council or the Council Cabinet or any joint or Neighbourhood Board/Forum in connection with the discharge of any functions
  3. consider any matter affecting the area or its inhabitants
  4. consider decisions that have been called-in for reconsideration, and decide whether to ask the decision maker to reconsider the decision or to refer it to full Council
  5. carry out policy development and review functions as shown in Article 6 of the constitution that they consider to be necessary
  6. provide an annual report to full Council on their workings and make recommendations for future work programmes
  7. carry out any other statutory duties and responsibilities allocated to local authority scrutiny committees.
- 4.2 The Terms of Reference of the remit for this sub board covers the below service areas included within the Children and Young People Cabinet Member portfolio with relevance and regard to Children Looked After:
- School Organisation and provision
  - Quality Standards and performance
  - Inclusion and intervention
  - Early Intervention
  - Safeguarding Children
  - Disabled Children's services
  - Children in Care
  - Children and Young peoples commissioning
- 4.3 This item gives members an opportunity to discuss potential work plans and topic reviews for the forthcoming municipal year, and develop the basis for a work programme. The reviews may cover anything within their remit and could include internal as well as external facing services.
- 4.4 The Directorate and Departmental Business Plans for Children and Young People's have been reviewed and refreshed for 2014/15 and should be used in assisting with development of scrutiny work programmes where appropriate.
- 4.5 The work programme is not restrictive, and members can identify and introduce items for scrutiny throughout the year. Items for scrutiny will be discussed at pre-meetings with the Chair and Vice Chair, and will be added to the Scrutiny Board Agenda at the Chair's discretion.
- 4.6 The Council Constitution limits one topic review report to be submitted to the Council Cabinet every six months from Scrutiny Boards. It is possible for each Board to conduct two reviews in each municipal year if there is capacity for this. Topic reviews are not mandatory, but if the board wishes to conduct in-depth reviews in the current year, it is suggested that members should aim to agree a topic for review at the earliest opportunity.

- 4.7 If a working group is formed for the purpose of conducting topic reviews, they should only exist for the duration of the review and be dissolved upon completion of the review. Individuals outside of the scrutiny board can be invited to join the working group, as the group has no formal scrutiny powers. The purpose of the working group is to investigate, gather evidence and make recommendations to the scrutiny board in an advisory capacity.

## OTHER OPTIONS CONSIDERED

- 5.1 None

**This report has been approved by the following officers:**

<b>Legal officer</b> <b>Financial officer</b> <b>Human Resources officer</b> <b>Estates/Property officer</b> <b>Service Director(s)</b> <b>Other(s)</b>	Janie Berry – Director of Legal and Democratic Services Alison Parkin – Head of Finance (Children and Young People) Karen Jewell – Director of HR and Business Support Steve Sprason – Head of Strategic Asset Management and Estates Janie Berry – Director of Legal and Democratic Services None
<b>For more information contact:</b> <b>Background papers:</b> <b>List of appendices:</b>	Clare Harrison 01332 643648 Clare.Harrison@derby.gov.uk None Appendix 1 – Implications

<b>IMPLICATIONS</b>
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**Financial and Value for Money**

- 1.1 None arising directly from this report.

**Legal**

- 2.1 Section 21 (3) of the Local Government Act 2000 requires that the power of an overview and scrutiny committee to review or scrutinise a decision made but not implemented includes power to recommend that the decision be reconsidered by the person who made it.

**Personnel**

- 3.1 None arising directly from this report.

**IT**

- 4.1 None arising directly from this report.

**Equalities Impact**

- 5.1 Effective scrutiny benefits all Derby people.

**Health and Safety**

- 6.1 None arising directly from this report.

**Environmental Sustainability**

- 7.1 None arising directly from this report.

**Property and Asset Management**

- 8.1 None arising directly from this report.

**Risk Management**

- 9.1 None arising directly from this report.

**Corporate objectives and priorities for change**

- 10.1 Our aim is to work together so that Derby and its people will enjoy a thriving sustainable economy, good health and well-being and an active cultural life. The work of this board contributes to the Council's big ambitions to give people in Derby 'an inspiring start in life', particularly by improving educational attainment. The work of the board also aims to support children and young people across the city in getting the most out of their time at school and focus on what actions we can take from birth right through to when they leave education at 18 and beyond, to

contribute to the Council's ambition for giving people in Derby 'an inspiring work life'.