



## Work Programme and Topic Reviews

### SUMMARY

- 1.1 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.

### RECOMMENDATION

- 2.1 To agree the current work programme, suggest future items for the work programme and identify any further topic reviews for the forthcoming year. The current (updated) work programme can be found at Appendix 2.
- 2.2 To discuss the progress of any topic reviews and agree any further actions.

### REASONS FOR RECOMMENDATION

- 3.1 To ensure that the board has a clear and evolving work programme and ensure that the board is kept informed on progress with regards to items on the work programme.
- 3.2 To enable work to progress on any identified in-depth topic review as identified by the board.

### SUPPORTING INFORMATION

- 4.1 **Work Programme**  
The Overview and Scrutiny Board should agree a work programme at each meeting to enable board members, the supporting Scrutiny Officer and departmental officers to plan in advance for meetings throughout the year in a strategic way and take account of any new items for inclusion in the programme.
- 4.2 The work programme is not restrictive, and board 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 Agenda at the Chair's discretion.
- 4.3 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. 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.

- 4.4 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>	N/A
<b>Financial officer</b>	N/A
<b>Human Resources officer</b>	N/A
<b>Estates/Property officer</b>	N/A
<b>Service Director(s)</b>	N/A
<b>Other(s)</b>	Phil O'Brien, Head of Democratic Services Mahroof Hussain, Overview and Scrutiny Manager

<b>For more information contact:</b>	Clare Harrison 01332 643648 clare.harrison@derby.gov.uk
<b>Background papers:</b>	None
<b>List of appendices:</b>	Appendix 1 – Implications Appendix 2 - Corporate Parenting Sub Board –Work Programme 2014/15

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

- 1.1 None arising directly from this report. Implications may arise from future items identified for inclusion on the work programme as and when they are considered by the board and from the final recommendations resulting from topic reviews.

**Legal**

- 2.2 Implications may arise from future items identified for inclusion on the work programme as and when they are considered by the board and from the final recommendations resulting from topic reviews.

**Personnel**

- 3.1 None arising directly from this report. Implications may arise from future items identified for inclusion on the work programme as and when they are considered by the board and from the final recommendations resulting from topic reviews.

**IT**

- 4.1 None arising directly from this report. Implications may arise from future items identified for inclusion on the work programme as and when they are considered by the board and from the final recommendations resulting from topic reviews.

**Equalities Impact**

- 5.1 Effective scrutiny benefits all Derby people.
- 5.2 Implications may arise from future items identified for inclusion on the work programme as and when they are considered by the board and from the final recommendations resulting from topic reviews.

**Health and Safety**

- 6.1 None arising directly from this report. Implications may arise from future items identified for inclusion on the work programme as and when they are considered by the board and from the final recommendations resulting from topic reviews.

**Environmental Sustainability**

- 7.1 None arising directly from this report. Implications may arise from future items identified for inclusion on the work programme.

**Property and Asset Management**

- 8.1 None arising directly from this report. Implications may arise from future items identified for inclusion on the work programme as and when they are considered by

the board and from the final recommendations resulting from topic reviews.

## **Risk Management**

- 9.1 None arising directly from this report. Implications may arise from future items identified for inclusion on the work programme as and when they are considered by the board and from the final recommendations resulting from topic reviews.

## **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 ambitions to give people in Derby an inspiring working life by improving skills and creating jobs, and to make the city an inspiring place to live by improving the inner city. The work of the board also contributes to the Council's priority outcome of promoting good health and well-being and preventing ill health.

## Appendix 2

### Corporate Parenting Sub Board –Work Programme 2014/15

Meeting	Items	Lead officer
<b>20 January</b>  <b>(deadline for reports is Weds 17 Dec at 5pm)</b>	Annual Report of the Virtual Head	Olwyn Mills
	- Educational outcomes, attendance, PEPs, SENs etc.	
	Annual Performance Report – to include: - Update on children placed out of area/at a distance - Placement stability	Sarah Walker
	Quarterly Fostering Agency Report	Rod Jones
	Education, Employment and Training – looked after children & care leavers	Bev Fearn
	Family Values project peer session outcomes	Hazel Lymbery
	Outcomes of serious case reviews and lessons learnt	Nina Martin
	Work Programme / Topic Review Update	Clare Harrison
<b>10 March</b>  <b>(deadline for reports is Weds 18 Feb at 5pm)</b>	Fostering service and foster carers update	Hazel Lymbery
	Looked After Children (LAC) in temporary accommodation (including B&B)	Maureen Darbon / Suanne Lim
	Adoption Scorecard Report and update on marketing and recruitment	Sarah Walker / Hazel Lymbery / Yvonne Wilkinson
	National data for looked after children 2013/14	Sarah Walker
	Children's Homes – Inspection Reports	Rod Jones
	Review of Regional Framework for external core placements	Jackie Colley

Meeting	Items	Lead officer
	Work Programme / Topic Review Update	Clare Harrison
<b>14 April</b>	Update on the self-assessment and improvement plan	Sarah Walker
	Adoption update	Hazel Lymbery
	Visits to residential homes feedback	Councillors
	Sign-off and agree review report for CAMHS / Therapeutic Services – provision of clinical psychology services	Frank McGhee / Jackie Colley
	Quarterly Fostering Agency Report	Rod Jones
	Work Programme / Topic Review Update	Clare Harrison

**Items to be added:**

- Child Sexual Exploitation - what are we doing and lessons learnt from others (Jan/March) Andy Smith

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### Corporate Parenting Sub Board – Draft Work Programme 2014/15

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	Annual Performance Report – to include: - Update on children placed out of area/at a distance - Placement stability	Sarah Walker
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Meeting	Items	Lead officer
	placements	
	Work Programme / Topic Review Update	Clare Harrison
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