

# AGENDA

**Meeting:** Children's Select Committee  
**Place:** [Access the online meeting here](#)  
**Date:** Tuesday 8 June 2021  
**Time:** 2.30 pm

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Please direct any enquiries on this Agenda to Matt Hitch, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line (01225 718059 or email [matthew.hitch@wiltshire.gov.uk](mailto:matthew.hitch@wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225) 713114/713115.

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## Membership:

Cllr Helen Belcher  
Cllr Mary Champion  
Cllr Jon Hubbard  
Cllr Carole King  
Cllr Jacqui Lay  
Cllr Kathryn MacDermid  
Cllr Kelvin Nash

Cllr Antonio Piazza  
Cllr Mike Sankey  
Cllr James Sheppard  
Cllr Caroline Thomas  
Cllr Jo Trigg  
Cllr Mark Verbinnen

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## Substitutes:

Cllr Trevor Carbin  
Cllr Daniel Cave  
Cllr Adrian Foster  
Cllr Jack Oatley

Cllr Sam Pearce-Kearney  
Cllr Martin Smith  
Cllr Iain Wallis  
Cllr Mary Webb

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## Non-Elected Voting Members:

Dr Mike Thompson

Clifton Diocesan RC Representative

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## Non-Elected Non-Voting Members:

Nikki Barnett  
Ms Sarah Busby  
John Hawkins

Further Education Representative  
Secondary Head Teacher Representative  
School Teacher Representative

Maisy Humphrey  
Declan Kiely

Children & Young People's Representative  
Children & Young People's Representative -  
Substitute  
Primary Head Teacher Representative

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Catriona Williamson

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## **AGENDA**

### **PART I**

#### **Items to be considered while the meeting is open to the public**

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Election of Chair 2021-22**

To elect a Chair for the forthcoming year.

3 **Election of Vice-Chair 2021-22**

To elect a Vice-Chair for the forthcoming year.

4 **Minutes of the Previous Meeting** (*Pages 7 - 24*)

To approve and sign the minutes of the previous meeting held on 2 March 2021.

5 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

6 **Chairman's Announcements**

To receive any announcements through the Chairman.

## 7 **Public Participation**

The Council welcomes contributions from members of the public.

### Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

### Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on **Tuesday 1 June 2021** in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on **Thursday 3 June 2021**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

## 8 **Covid-19 Update**

The latest Covid-19 update provided to Cabinet on 1 June 2021 (and also considered by Overview and Scrutiny Management Committee on 25 May 2021) can be accessed [here](#).

Members of the committee were invited to submit questions in advance to ensure that comprehensive responses could be provided. The questions and responses will be circulated with the minutes for this meeting.

## 9 **Performance Monitoring Report** (*Pages 25 - 34*)

One of the outcomes of the meetings between the Children's Select Committee's Chairman and the Executive Members in 2019 was for the committee to receive performance monitoring reports on the overall service, likely to be June (to consider the year-end data from the previous year) then January meetings.

This was to enable the committee to consider actions taken by the council towards continual improvements, which could be reflected by achieving an 'outstanding' Ofsted rating in children's services.

Due to streamlining of Overview and Scrutiny activities during the Covid-19 pandemic, it is the first time the committee is considering the attached Safeguarding Dataset Exception Report (Quarter 4), as presented to the

Performance & Outcome Board on 18 May 2021.

The committee is invited to consider:

- If the dataset provides the information required (and if not, what would be more appropriate);
- If it wishes to receive the dataset at its 5 January 2022 meeting.

10 **Child and Youth Voice Team** (*Pages 35 - 46*)

The previous committee had recommended receiving regular update reports (written or verbal) from the Child and Youth Voice Team, including update on the implementation of the action plan (as detailed below) and an evaluation of the Youth Consultant role.

To receive the action plan for the Youth Voice Team (including milestones) at one meeting, including:

- which young people are being reached (and how, e.g. via schools);
- what is the target we would like to reach (which young people and “how many”);
- the “vision” for the relationship between the council and young people.

The committee is invited to consider the attached update and action plan for the Youth Voice Team and decide:

- If further updates on the action plan would be required; and if so whether these updates are best considered at a committee meeting and when;
- How the work detailed in the action plan can dovetail with planned overview and scrutiny activity (in particular, but not limited to, the proposed youth provision and youth funding task group).

11 **School Ofsted Judgements** (*Pages 47 - 50*)

To receive an update on recent Ofsted activities.

12 **Adoption West Joint Scrutiny Panel - annual report** (*Pages 51 - 74*)

The committee considered the draft annual report at its last meeting and agreed to receive the finalised report at its earliest meeting after the May 2021 elections.

In future it is planned for the annual report, to be considered by the Children’s Select Committee alongside any other reports relating to adoption performance that the council would consider.

The committee is invited to suggest:

- areas of focus for the scrutiny panel in 2021-22;
- the contents that should be included in the scrutiny panel’s annual report in future; and

- formatting and presentation of the information to ensure ease of reading.

13 **Overview and Scrutiny work priorities and approach: Recommendations from the 2017-21 council** (*Pages 75 - 100*)

A Review of Overview and Scrutiny (OS) 2017-2021 was undertaken at the end of the previous council and the outcomes were presented to OS Management Committee on 9 March 2021.

OS Management Committee used the information from the review to establish work priorities and OS approach at its meeting on 25 May 2021. The recommendations from that meeting are reflected in the attached report.

The committee is invited to consider the attached report and 8 recommendations within it to underpin the committee's work in the coming year.

14 **Date of Next Meeting**

To note that the next scheduled meeting is due to be held on Tuesday **6 July 2021** at County Hall, Trowbridge, starting at 2.30pm.

15 **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

**PART II**

**Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed**

None.

### Children's Select Committee

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#### MINUTES OF THE CHILDREN'S SELECT COMMITTEE MEETING HELD ON 2 MARCH 2021 AT ONLINE MEETING.

**Present:**

Cllr Jon Hubbard (Chairman), Cllr Jacqui Lay (Vice-Chairman), Cllr Mary Champion, Cllr Andrew Davis, Cllr Mary Douglas, Cllr Nick Holder, Cllr Chris Hurst, Cllr Jo Trigg, Cllr Fred Westmoreland, Cllr Philip Whalley, Cllr Suzanne Wickham, Dr Mike Thompson, John Hawkins, Cllr Pat Aves (Substitute) and Catriona Williamson

**Also Present:**

Cllr James Sheppard, Cllr Laura Mayes and Cllr Tony Jackson

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13 **Apologies**

Apologies were received from Councillors Christopher Devine and Hayley Illman. Councillor Illman was substituted by Councillor Pat Aves.

14 **Minutes of the Previous Meeting**

The minutes of the meeting held on 19 January 2021 were presented for consideration, and it was,

**Resolved:**

**To approve and sign the minutes as a true and correct record.**

15 **Declarations of Interest**

There were no declarations.

16 **Chairman's Announcements**

Through the Chair there were the following announcements:

The latest Covid-19 update to Cabinet was received on 2 February 2021, with the next update at the meeting on 16 March 2021. The Committee received a briefing prior to the meeting on the latest position in respect of the impact of Covid-19 on children and young people, including preparations for the reopening of schools to all pupils.

An update was provided in respect of the Corporate Parenting Panel. The Chairman welcomed the inclusion of some data sets within the update and noted that it would be recommended that the Committee continue to receive updates on the Panel after the May 2021 elections.

The Chairman and Vice-Chairman received a briefing on 26 February 2021 on the School Capital Programme, ahead of consideration by Cabinet on 16 March 2021.

To ensure that there would be adequate time to consider all items on the agenda for this meeting, members of the committee had been invited to submit questions in advance of the meeting. These questions, and answers, are included with these minutes.

17 **Public Participation**

There were no questions or statements submitted.

18 **FACT (families and children's transformation) programme update**

At its meeting on 10 March 2020 the Committee had requested a further update on the FACT (Families and Children's Transformation) programme at its March 2021 meeting, to be informed of improved outcomes for young people, details of savings and costs, and achievements of the programme such as outcomes of performance reviews.

Simon Thomas, FACT Programme Lead delivered a presentation updating the Committee on development of the FACT programme in the last year, along with Martin Davis, Director of Families and Children.

It was acknowledged that as a result of the impact of Covid-19 some planned projects had not been able to be progressed, but that the FACT programme encompassed a wide range and many had been delivered or developed further, including the launch of the Support and Safeguarding Service, delivery of the Multi-agency Early Support Hub and a new Early Support Assessment in place of the common assessment framework, and delivery of Five to Thrive: Attachment, trauma and resilience training. The Stronger Families multi agency approach to supporting young people on the edge of Care to remain home with their parents, return home after a placement or maintain placement stability was considered.

It was stated the priorities during and following Covid-19 were emotional health, integrated family support, and narrowing the gap for disadvantaged families. A full review was being undertaken of FACT projects to identify key priority projects, with a monitoring framework established for previous projects.

The Committee received the update and that the ongoing FACT work should form part of further scrutiny following the May 2021 elections.

**Resolved:**

**To note the update provided today and recommend that FACT remains an item for further scrutiny as listed in the review of the Committee's work 2017-21.**



19 **Youth Voice Update**

At its meeting on 19 January 2021 the Committee received an update on the Youth Voice Team, and requested further information on the impacts of recent national lockdowns, the development of the new team, and actions planned for the future work of the team.

Sara James, Service Manager, Quality Outcomes, was in attendance. It was stated that the Youth Voice Team was expected to be fully operational by April 2021, and would begin consultation with young people and groups in the Spring. It was intended to support young people working with decision makers and assist with research projects, and details were provided of champion, consultant and ambassador roles that were planned.

The Committee expressed disappointment that a detailed action plan including milestones had not been provided, and requested that this be circulated to committee members as soon as possible, given previous plans to improve youth engagement had not been as successful as hoped. Further information was also requested regarding the impact of the youth consultant position which had been previously contracted. It was suggested that the views of young people should be given greater prominence for council decisions generally.

It was,

**Resolved:**

**To note this update and recommend that updates on Youth Voice remain a standing agenda item for the next Children's Select Committee and that the action plan for the Youth Voice team is presented to a future meeting.**

**To link the work of the proposed youth provision and youth service funding task group with work undertaken by the Youth Team.**

20 **Adoption West Joint Scrutiny Panel - Draft annual report (2020-2021)**

The draft annual report of the Adoption West Joint Scrutiny Panel was presented by Councillor Suzanne Wickham, the Wiltshire Council representative on the panel. As this was the first annual report of panel feedback was sought on its contents and format. The report, once finalised, would then be reported to the Committee after the May 2021 elections along with the six-monthly report from Adoption West and the council's own report on adoption performance.

Councillor Wickham also stated that the panel intended to expand its membership from elected Member representatives to include adopters, adoptees and birth family members in order to provide a broad viewpoint to review the performance of Adoption West.

The Committee discussed the draft report, raising issues around ensuring Adoption West provided detailed and realistic training on the complex issues involved with adoption, the purpose of the panel and its ability to challenge and

ask questions whilst seeking to emulate council scrutiny arrangements with Adoption West . Learning programmes for panel members was also raised as a risk, though it was noted that as the members did not share the same electoral cycles there would not be entirely new membership at any one time.

At the conclusion of discussion, it was,

**Resolved:**

**To note the draft report of the joint scrutiny panel.**

**To recommend that the Children’s Select Committee receive the finalised report at its meeting in June 2021.**

21 **Executive response to the Final Report of the Youth Transport Task Group**

The Youth Transport Task Group presented its final report to the Committee on 10 March 2021 in respect of public transport options available for young people. As a result of streamlined scrutiny arrangements during Covid-19, the executive response to the Task Group was deferred to this meeting.

The Chairman of the Task Group, Councillor Tony Jackson, thanked the Cabinet Member for the Executive Response, noting nearly all the recommendations had been accepted. He noted the situation will have developed further since the report including in relation to budgetary constraints, and raised issues relating to traded services, that future tendering would allow for contactless payment, and that over the last year use of digital wallets for things beyond transport could be of increasing importance.

It was then,

**Resolved:**

**To thank all involved for their work.**

**To note the executive response and accept the offer of an update to the Children’s Select Committee once the contents of the National Bus Strategy have been fully understood, possibly around July 2021, and at the same time an update on any decision or progress regarding a single ”Wiltshire Youth Card” (Recommendation 5).**

22 **Executive Response to the Final Report of the Traded Services for Schools and Outdoor Education task group**

The Traded Services for Schools and Outdoor Education Task Group presented its final report to the Committee on 10 March 2021 in respect council services available for schools and provision of outdoor education. As a result of streamlined scrutiny arrangements during Covid-19, the executive response to the Task Group was deferred to this meeting.

The Chairman of the Task Group, Mr John Hawkins, thanked the Cabinet Member for the positive response to the report and acceptance of many of the recommendations. The work undertaken by previous task groups was acknowledged and that some elements of the report could be relevant to the Commercialism Task Group.

It was then,

**Resolved:**

**To thank all involved for their work.**

**To note the executive response provided and accept the proposal of an annual update to Children's Select Committee on:**

- **Progress and development for Traded Services**
- **Development of the Traded Services team**
- **The establishment of a project / governance board**

**To forward recommendation 6 to the Commercialism task group for consideration and also invite the task group to consider adding a member of the Traded Services for Schools and Outdoor Education task group to its membership.**

23 **Early Years and Childcare sufficiency**

A report was received on work undertaken by the council to meet the statutory requirement to make available sufficient childcare in the local area as further detailed in the report.

Lucy-Anne Bryant, Lead Commissioner, and Gary Binstead, Head of Commissioning, Families and Children, presented the report, providing details of 848 childcare providers registered with the council, details of percentages of children benefiting from early education entitlement and current levels of occupancy, which had improved in the last year. It was noted that some parents had not been sending children to childminders during Covid-10, and out of school club providers had limited availability which affected financial viability. The full impact on sustainability of providers was not expected to be clear until the late Summer 2021.

The Committee discussed the report and presentation, requesting details of the take up of childcare capacity and further S106 funds provided to expand in future years where this was needed.

At the conclusion of discussion, it was,

**Resolved:**

**To note the update provided and recommend that the Children's Select Committee receives a report on Early Years and Childcare Standards at least on an annual basis; including in 2021-22:**

- **Outcome of campaign to promote childcare as an attractive offer to those who are looking for an alternative career – launched by Wiltshire Council in April 2021**
- **update on the implementation of the SWAP (sector-based Work Academy Programme) course, developed with Jobcentre Plus and Family and Community Learning**
- **update on the county-wide action plan (paragraph 38 of the report refers), latest timescale being July 2021**
- **update on the work with schools regarding “wrap-around care” for school age children**

24 **Children's Select Committee - review of the committee's work (2017-21)**

The Committee was asked to review its work from 2017-21 to provide feedback on key activities, achievements and recommended ongoing work to the Overview and Scrutiny Management Committee on 9 March 2021, which would finalise a legacy report for consideration by Overview and Scrutiny after the May 2021 elections.

The report and appendices listing work undertaken by the Committee and suggested topics for briefing, rapid scrutiny exercise, task group or committee work was considered and discussed.

It was proposed that a briefing be included on the Family Learning Service, that additional work be undertaken looking into modelling and addressing demand for children in care and that Children and Adult Mental Health Services required further focus specifically on young people. It was noted that work on the Whole Life Pathway had been deferred due to Covid-19 and that this should be a priority for future work.

The Committee considered that the role of Members as Corporate Parents needed to be emphasised strongly for those who were elected in May 2021. It also noted the lengthy agendas for many meetings, and that it should be considered whether further meetings were necessary, or if some items could be focused upon between meetings and reported, to enable appropriate time could be paid to each item on an agenda.

The Chairman, Councillor Jon Hubbard, and other Members thanked officers, in particular the scrutiny team, for supporting its work, and paid tribute to those Members who were retiring as well as the Cabinet Member, Councillor Laura Mayes, for her engagement with the Committee.

At the conclusion

**Resolved:**

**To approve Appendix 1 as a list of the Children's Select Committee's key activities and achievements during 2017-21.**

To approve Appendix 2 to recommend to the Management Committee as topics requiring further work in the new Council, including topics raised during discussion, and stating a reason for inclusion.

To approve the following good practice:

- Information briefings;
- strengthening joined-up working;
- embedding the voice of young people in the work of the committee;
- managing agendas (to ensure each item can be fully considered), including the possibility of small working groups (committee members) to review annual reports ahead of committee meetings;
- shared training.

To note the next steps described in paragraph 17 of the report

25 **Date of Next Meeting**

The date of the next meeting was confirmed as 8 June 2021.

26 **Urgent Items**

There were no urgent items.

(Duration of meeting: 2.05 - 4.10 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line 01225 718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## Questions submitted in advance of, and at, the Children's Select Committee meeting and answers provided as at 08 March 2021.

[Question 1 – home education \(exams\)](#)

[Question 2 – school exams](#)

[Question 3 – mass testing](#)

[Question 4 – return to school](#)

[Question 5 – EHCP](#)

[Question 6 - Agenda item 8 – Adoption West Joint Scrutiny Panel](#)

[Question 7 - Agenda item 11a Early Years and Childcare Sufficiency](#)

[Question 8 – childcare sufficiency and access](#)

[Information 9 – Elective home education \(update on numbers\)](#)

[Information 10 – school attendance \(update on numbers\)](#)

- 1. Home education - exams. In 2020 those young people who were home educated and due to be taking exams fell through some gaps nationally due to lack of centre assessment. How is that being considered for this year? Do we have a view of numbers in Wiltshire?**

Academic Year 2019-20: We had 6 students where concern had been expressed to us regarding examinations. Parents were advised to speak with the examining body/examination centres.

Academic Year 2020-2021: This year we have 8 students whom we are aware have expressed concerns about accessing exams. One of those does have a tutor who holds a portfolio of work and the education provider is exploring options currently for getting that work assessed.

<https://www.gov.uk/government/news/teacher-assessed-grades-for-students>

The above has been published. It provides some answers to what will happen for private candidates (e.g. EHE candidates), parents will already have paid for examination entry to centres such as schools. If those centres don't appear on the "list" that DfE produces clarity is required if parents recover costs or will they have to pay out again.

- 2. School exams. Could we have a reminder of current plans for exams due to take place in 2021? What does the council think could be issues with and / or consequences of this?**

Awarding qualifications in summer 2021

### **Assessment evidence**

Teachers can use a range of evidence to make a judgement of the grade they are performing at. Students should only be assessed on what they have been taught, ensuring sufficient coverage of the curriculum to enable progression. When determining the grade, teachers should reflect the standard at which the student is performing now, not their potential.

Teachers should use the time remaining to balance continued teaching with any assessments they want to undertake. Work done at home can be included as evidence to support a teacher's judgement if it cannot be produced in the school or college environment because of the pandemic, and where teachers are confident that it is a student's own work.

### **Types of assessment evidence**

Teachers can use evidence to determine grades from across the duration of the student's course.

The DfE recommends the following range of evidence is used, where available:

- student work produced in response to assessment materials provided by the exam board, including groups of questions, past papers or similar materials such as practice or sample papers
- non-exam assessment (NEA) work (often referred to as coursework), even if this has not been fully completed
- student work produced in centre-devised tasks that reflect the specification, that follow the same format as exam board materials and have been marked in a way that reflects exam board mark schemes - this can include:
  - substantial class or homework (including those that took place during remote learning)
  - internal tests taken by pupils
  - mock exams taken over the course of study
- records of a student's capability and performance over the course of study in performance-based subjects such as music, drama and PE
- records of each student's progress and performance over the course of study

### **Making a judgement**

Teachers should take account of the standard of any coursework undertaken by students in their overall judgement, including partially completed non-exam assessments where disrupted learning stopped them from completing it. Where this is the case, students should not be penalised.

Teachers should use these non-exam assessments in accordance with exam board mark schemes. Depending on the content they covered, the contribution that the non-exam assessments make to students' overall grade should in the government's view remain broadly similar to a normal year.

**Exam boards will publish guidance in March**, so teachers have a clear understanding of how to make fair and consistent judgements. Exam boards will also provide schools and colleges with support, guidance, and training on how to minimise the risk of bias and malpractice.

As far as possible, teachers should use the same types of evidence to form a judgment. When assessing different students in their cohort for a subject, schools and colleges should make formal reasonable adjustments for disabled students. If



evidence is produced from assessments taken earlier in the course where formal reasonable adjustments were not in place, centres will be asked to take that into account in their judgement.

### **Assessment materials**

The exam boards will provide **assessment materials at the end of March**. These will include sets of questions organised to help teachers quickly find questions in the topics they have taught.

These questions will be provided with mark schemes, exemplar responses and data on past performance where available, to assist teachers in making fair and consistent judgements of the standard of a student's performance.

### **Quality assurance**

#### **How schools and college will undertake quality assurance**

Exam boards will publish requirements for schools' and colleges' quality assurance processes. Exam boards will review all schools' and colleges' quality assurance processes before they submit grades.

The head teacher or principal will submit a declaration to the exam board confirming they have met the requirements for quality assurance.

Schools and colleges can decide the exact timing for when they undertake internal quality assurance, provided they complete the necessary checks before the deadline to submit grades to the exam boards on 18 June.

#### **How exam boards will undertake quality assurance**

As well as the checks of schools' and colleges' quality assurance processes, exam boards will complete checks of the evidence for a sample of student grades in a sample of subjects, in a sample of schools and colleges over June and July.

The sample of schools and colleges will take into account centre type and other characteristics of the centre and cohort. The exam boards will also check schools and colleges where concerns are highlighted as part of the initial external process checks. A check will also be triggered:

- if concerns have been raised or as a result of whistleblowing
- if a school or college's results are out of line with expectations based on past performance
- where there have been significant changes in early entries
- where schools have previously received sanctions for malpractice or an investigation is ongoing

### **Appeals**

Every student will have the right to appeal their grade if they so wish. Before a grade is submitted, teachers should make students aware of the evidence they are using to assess them. Students will then have the opportunity to confirm the evidence is their

own work and make their teachers aware of any mitigating circumstances they believe should be taken into account.

If a student wishes to appeal, centres should undertake an initial process review to check all processes were followed correctly and no errors were made. If the school or college finds an error, they can submit a revised grade to the exam board.

If the student still wants to appeal, they will ask their school or college to submit a formal appeal to the exam board for them. The exam board will check the centre followed its own processes and exam board requirements as well as reviewing the evidence used to form their judgement and providing a view as to whether the grade awarded was a reasonable exercise of academic judgement.

If the exam board finds the grade is not reasonable, they will determine the alternative grade and inform the centre.

### **Results days**

Students will receive their results for **A/AS levels** on the **10 August** and **GCSEs** on the **12 August**.

Results for relevant VTQs that are linked to progression to further or higher education, including some BTECs, will also be issued to students on or before these dates. Exam boards will begin to confirm their approach to VTQ results from 25 February.

Following the release of results, there will be a window for students who believe their grade is wrong to raise an appeal.

Exam boards will support schools and colleges in prioritising appeals where their outcome will determine a student's ability to progress to their next stage of education or training.

### **Vocational, technical and other general qualifications**

This year there are 3 groups of vocational, technical and other general qualifications (VTQs) each with a different approach to awarding. Given the diversity of these qualifications, the precise arrangements will differ slightly, but they will aim to provide as much fairness to students as possible.

Ofqual will put in place the technical framework needed to implement the arrangements for each of these groups and the qualifications in scope for each.

### **Qualifications used for progression to further or higher education**

Exams will no longer be going ahead for VTQs most similar to GCSEs, AS and A levels that are used for progression to further or higher education. This will include many performance table qualifications.

These will receive results through alternative arrangements similar to those used for GCSEs, AS and A levels. This also includes other general qualifications such as:

- the International Baccalaureate
- Pre-U

- Core Maths
- Advanced Extension Awards
- Extended Project Qualifications

### **Qualifications used to enter directly into employment**

VTQs used to enter directly into employment, exams or assessments should continue where they:

- are critical to demonstrate occupational or professional competence
- can be delivered in line with public health measures

Exams and assessments can take place in a controlled environment where the risk of transmission is low.

Protective measures should be put in place by schools, colleges or other providers, in line with [public health guidance to support exams](#).

Where the assessment cannot take place safely it will need to be delayed.

### **Other qualifications**

For smaller qualifications that are not like GCSEs, AS or A levels exams and assessment should continue in line with public health measures, or remotely, but with alternative arrangements available for those who cannot access assessments. This includes functional skills qualifications and English as a second language.

### **3. Mass testing for schools. If they all go back on March 8th are there any concerns regarding all schools being able to manage their testing processes at that point?**

The demand on schools to process all the tests within the specified timescale is great. Schools are recruiting personnel to support this process; the Council is offering personnel to support schools over the two-week period.

Schools have some flexibility over the days and can start the testing in advance of the 8<sup>th</sup>, some schools are using this time to manage the process. Some schools are also phasing the return over the week commencing 8 March.

**4. Return to school. What support is the council able to offer schools to help schools and students through the return to school (currently planned for 8 March 2021)**

The Council is offering the following support:

- Guidance around reviewing the Risk Assessments
- Continuation of the daily register to support the partnership approach to full attendance
- A new offer from the Education Welfare Service to develop individual plans for pupils at risk of not returning from the 8 March
- Guidance from the Education Psychology service around emotionally based school avoidance (EBSA)
- Public Health advice and support around testing and track & trace
- HR advice and guidance
- Curriculum support, adapting the offer to allow gaps to be addressed
- All the School Improvement Advisers are conducting supportive visits

**5. EHCP - is the council planning to / able to amend any of its assessment processes, such as requests for EHCPs, bearing in mind that children have spent less time in school since March 2020, therefore probably making it more complicated for schools to prove the need for an EHCP based on “recent” evidence**

We recognise the challenge associated with providing up to date information for a young person which has not been accessing in school learning due to the COVID restrictions and will continue to consider requests made on the basis of the evidence detailed in the submission received. Wherever possible, information submitted by a school as part of an EHCNA should be illustrative of a ‘plan, do, review’ approach and reflect contemporaneous information. The timeframe and requirements for EHCNA remain as described in the SEN Code of Practice, these are laid out by statute and as such cannot be adjusted or changed in any way by Wiltshire Council. Whilst temporary legislative changes to this were enacted in 2020, these have not been put in place during the most recent period of school closure.

We have not experienced a decline in the numbers of EHCP requests and the inclusion teams have continued to offer the usual level of support, both virtually and face-to-face.

**6. Agenda item 8 – Adoption West Joint Scrutiny Panel (P33-34) The description of the role of the Scrutiny Panel appears to be self-contradictory. Its constitution prevents it from fulfilling either of its two stated functions:**

- **Its role is to ensure democratic accountability. Yet it is not formed by the councils themselves.**

*Answer:* The panel is indeed commissioned by the Adoption West Board. However, the appointment of elected councillors on the panel is determined by each local authority's relevant overview and scrutiny (or any other committee the local authority has chosen to review the work of the panel).

Each elected councillor on the Adoption West Joint Scrutiny Panel can report back to the relevant committee of his or her local authority throughout the year, in a similar approach to the task group updates received at Children's Select Committee. That is something that the panel is looking to strengthen next year – regular public reporting / updates to "parent" committees – as part of its work on co-ordinating reporting on adoption for all six local authorities.

Currently, democratic accountability is also provided through the panel's annual report being publicly presented to the committees chosen by each local authority.

- **Its role is also to carry out independent scrutiny of the work of the Adoption West Board. Yet it reports directly to the AW Board which monitors its efficiency.**

*Answer:* The Adoption West Board monitors the efficiency of the panel through its annual report, however the annual report is independently written by the panel and also presented to public meetings for each local authority. This is a very similar approach to Wiltshire Council's process for task group's final reports.

The decision by the Adoption West Board to develop independent scrutiny of Adoption West's activities is currently seen as a positive step; however should the panel feel that it is unable to provide independent scrutiny because of this, such concerns would be reported to the local authorities.

At that point the local authorities could consider establishing a joint overview and scrutiny body to fall under the banner of 'Overview and Scrutiny' as defined by the Local Government Act 2000.

- 7. Agenda item 11a Early Years and Childcare Sufficiency. Page 77 of the agenda pack, paragraph 40. Numbers do not add up. “There are 13 safeguarding concerns; of which 6 are referred, 5 resolved and 1 ongoing (total 12?) and also 7 resolved (19?). Please could this be clarified.**

There have been 13 safeguarding concerns in 2020 /21. Six were referred to the DoFA, of which five are resolved and one is ongoing. The other seven have been resolved and closed through additional support from the School Effectiveness Team, enabling the setting to reach the required standard.

- 8. Hopefully the provision for childcare we have is in the right places and parents do not need to travel too far. Do we take into account substantial housing developments? Do we have, or plan, sufficient local childcare for these?**

Yes, we do consider any additional housing developments when we are reviewing sufficiency across the county. If demand was to increase, we would look to obtain section 106 funding in order to expand provision in the area if existing provision could not meet demand.

***At the last meeting of Children’s Select Committee information was provided on Elective Home Education and attendance at schools during the third lockdown. It was agreed that an update on these would be provided at this meeting as well.***

**9. Elective Home Education (EHE)**

Since the start of the academic year September 2020 up to the end of January 2021 there have been 266 new notifications for EHE.

Compared to September 2019 – January 2020 where there were 174 notifications this equates to a 52.87% increase

**10. School attendance – headline data**

Attendance Figures: Overall daily attendance snapshot Term 3 2021 (January to February 2021)

	07.01	14.01	21.01	28.01	04.02	11.02	12.02	22.02
Response rate	38%	98%	97%	97%	95%	95%	93%	90%
Total attending	3792	10340	10762	11364	11471	11728	9868	10283

## Attendance snapshot

Years R to 11	14.01.21	21.01.21	28.01.21	04.02.21	11.02.21	12.02.21	22.02.21
Total pupils with a social worker	44%	46%	47%	49%	52%	45%	46%
National		41%	43%	45%			
EHCPs	34%	35%	35%	36%	38%	29%	36%
National		35%	36%	38%			
total attendance - primary	23%	24%	25%	25%			22%
National		21%	22%	23%			
total attendance - secondary	4%	5%	5%	5%			5%
National		5%	5%	5%			

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Safeguarding Dataset Exception Report – Q4

Performance & Outcome Board – 18<sup>th</sup> May 2021

Area	Indicator	type	MONTHS										QUARTERS					EXP. RANGES		COMPARATORS 2019-20								
			2019-20	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	
		Population -->	105690	105690	105690	106064	106064	106064	106064	106064	106064	106064	106064	106064	106064	106064	106064	106064	106064	106064	105690	105690	105690	105690	105690	105690	105690	105690
			Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Q4	Q1	Q2	Q3	Q4	2020-21	2020-21	105690	105690	105690	105690	105690	105690	
																				Lower	Higher	DfE 19-20	DfE 19-20	DfE 19-20	DfE 19-20	DfE 19-20	DfE 19-20	
																				exp. range	exp. range	Wilts	Eng	SW Reg	SN	O/S LAs		
EARLY HELP	CAF Episodes recommended	Number				140	82	125	109	106	105	136	169	226			347	320	531									
EARLY HELP	CAFs not yet registered	Number				92	58	71	53	35	70	48	97	tbc			221	158	tbc									
EARLY HELP	CAFs registered	snapshot				-	-	-	-	46	22	54	54	tbc			-	22	tbc									
CONTACTS	No. of contacts	number	963	1111	1462	1626	1252	1514	1406	1421	1331	1300	1317	1692	4016	3536	4392	4158	4309	3600	4500							
CONTACTS	Rate of contacts per 10,000 under 18	rate	1093	1261	1660	1840	1417	1713	1591	1608	1506	1471	1490	1914	1520	1338	1656	1568	1625	1362	1703							
CONVERSION	Conversion: Completed Contacts to Referrals Started (qtrly)	% snapshot	22%	17%	19%	18%	15%	18%	19%	19%	16%	22%	18%	20%	17%	19%	17%	18%	20%									
REFERRALS	No. of social care referrals in period	number	214	188	282	290	190	274	261	271	218	281	237	342	683	684	754	750	860	807	1175							
REFERRALS	Rate of referrals per 10,000 under 18	rate	243	213	320	328	215	310	295	307	247	318	268	387	258	259	284	283	324	305	445	364	535	434	453	482		
REFERRALS	No. referrals within 12 months of a previous referral (Rolling)	snapshot	726	684	655	564	540	507	499	475	476	448	435	444	749	655	507	476	444									
REFERRALS	1. % referrals w/in 12 months of prev. referral at end of period	% snapshot	21.2%	20.9%	20.1%	19.2%	18.9%	18.4%	18.5%	17.9%	17.9%	16.7%	16.2%	15.8%	21.2%	20.1%	18.4%	17.9%	15.8%	17.0%	19.0%	21.0%	23.0%	21.0%	22.9%	19.2%		
SUPPORT OPEN	2. No. of support cases open at end of period	snapshot	348	372	362	452	489	512	496	526	539	532	573	583	467	362	512	539	583	375	575							
SUPPORT OPEN	No. of Support assessments completed	number	85	18	72	127	131	124	138	131	103	130	137	186	363	175	382	372	453	384	564							
SUPPORT OPEN	3. % Support assessments completed within 25 days	%	78%	83%	96%	94%	85%	90%	88%	79%	84%	72%	74%	87%	81%	86%	90%	84%	79%	85%	100%							
SUPPORT VISITS	% all Support visits on time	%	84%	92%	96%	92%	92%	91%	95%	92%	90%	93%	96%	96%	89%	91%	92%	93%	95%	80%	100%							

Exceptions:

Reds of concern: None

Reds on watching brief: None

Ambers of concern: None

Ambers on watching brief:

- Indicator 1 (% of repeat referrals) – Repeat referrals measured over a 12 month rolling period declined through Q4 and were below our benchmarking comparators. Our contact to referrals conversion rate has, however, held steady suggesting stable thresholds are being applied. To watch Q1 figures to see if decline continues. Note that regular monitoring of repeat referrals takes place through the monthly ChAT Report (Children’s services Analysis Tool) an in particular repeat referrals for children under 1 are identified through this process and reviewed.
- Indicators 2 & 3 (Support Caseload and Support Assessment timeliness) – Support cases allocated to Family Keyworkers rose consistently throughout Q4 and are now slightly higher than are expected range. During this increase in cases, timeliness of completing Support Assessments has slipped although it’s noted performance did rally significantly during March. Caseload per worker will be closely monitored to ensure they remain manageable. Scrutiny of work within the service shows that there are a high percentage of Support Cases in the 0-3 month range accounting for 69% overall caseload and 21% open at the 3- 6 month period with the remaining 10% open 9 months +. We would expect to see this as new demand comes in at a lower level of need to social care and this may be a sign of latent covid demand beginning to appear. Teams are reporting an increase in case complexity with themes including parents struggling with children and young people with ADHD/ASD type behaviours. Early signs in April were that caseloads were continuing to rise but slowed in the latter half of the month and into May. Ongoing monitoring will take place alongside contingency planning should figures begin to rise again. Similarly, conversion rates to CIN will be closely reviewed to spot any increased escalation to social care.

Other items to note:

Our rate of contacts into our Integrated Front Door has now returned to within our normal expected range. Within this there has been a recent spike in contacts during March-21 which may be a one-off occurrence or the start of incoming pressure into children’s services. This will continue to be closely monitored through our weekly ‘Front Door Tracker’ report introduced as part of covid impact monitoring.

CIN	4. No. of children in need (SASS only)	number	1013	1015	1020	1022	985	1006	1057	1078	1057	1095	1054	1015	1070	1020	1006	1057	1015	1100	1350					
CIN	Rate of children in need (SASS only)	rate	95.8	96.0	96.5	96.4	92.9	94.8	99.7	101.6	99.7	103.2	99.4	95.7	101	97	95	100	96	104	128					
CIN	5. No. of children in need (excl CLA & CP)	snapshot	1665	1635	1673	1672	1642	1674	1729	1760	1736	1785	1753	1730	1703	1673	1674	1736	1730	1820	2009					
CIN	Rate of children in need per 10,000 under 18 (excl CLA & CP)	rate	157.5	154.7	158.3	157.6	154.8	157.8	163.0	165.9	163.7	168.3	165.3	163.1	161.1	158.3	157.8	163.7	163.1	172	190					
CIN VISITS	No. of CIN visits on time (SASS Teams only)	number	764	990	1152	1080	916	1089	1137	1141	1260	1041	1249	1467	2465	2906	3085	3538	3757							
CIN VISITS	% all CIN visits on time (SASS Teams only)	%	65%	77%	83%	78%	77%	79%	83%	82%	85%	81%	88%	86%	66%	75%	78%	84%	85%	90%	100%					
SINGLE ASSESSMENTS	No. of single assessments completed (SASS only)	number	309	213	240	325	223	266	281	272	274	245	311	357	906	762	814	827	913							

Area	Indicator	type	MONTHS										QUARTERS					EXP. RANGES		COMPARATORS 2019-20						
			2019-20	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21
			Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Q4	Q1	Q2	Q3	Q4	exp. range	exp. range	Wilts	Eng	SW Reg	SN	O/S LAs
SINGLE ASSESSMENTS	6. No. of single assessments completed (all)	number	367	256	284	391	264	311	327	322	311	279	370	407	1025	907	966	960	1056	860	1360					
SINGLE ASSESSMENTS	Rate of single assessments completed per 10,000 (all)	rate	417	291	322	442	299	352	370	364	352	316	419	460	388	343	364	362	398	325	515	457	554	460	501	457
SINGLE A/MENT TIMELINESS	7a. % completed within 0-10 days	%	15%	14%	15%	14%	12%	13%	13%	14%	10%	12%	9%	13%	11%	15%	13%	13%	11%	18%	22%	12%	14%	15%	27%	12%
SINGLE A/MENT TIMELINESS	7b. % completed within 45 days or less	%	86%	85%	93%	91%	92%	86%	89%	90%	81%	85%	81%	92%	74%	88%	90%	86%	86%	90%	95%	81%	84%	83%	83%	87%
SINGLE A/MENT TIMELINESS	% 46+ days	%	14%	15%	7%	9%	8%	14%	11%	10%	19%	15%	19%	8%	26%	12%	10%	14%	14%	5%	10%					
SINGLE A/MENT OUTCOME	NEW No. of Single Assessments with the Outcome NFA	number	117	91	102	129	117	126	107	132	140	113	131	164	-	310	372	379	408							
SINGLE A/MENT OUTCOME	NEW % of Single Assessments with the Outcome NFA	%	32%	36%	36%	33%	44%	41%	33%	41%	45%	41%	35%	40%	-	34%	39%	39%	39%							
SINGLE A/MENT REPEAT	NEW No. of Single Assessments – Refreshed	number	80	65	67	106	68	61	83	92	70	73	90	89	-	212	235	245	252							
SINGLE A/MENT REPEAT	NEW % of Single Assessments – Refreshed	%	22%	25%	24%	27%	26%	20%	25%	29%	23%	26%	24%	22%	-	23%	24%	26%	24%							
SINGLE A/MENT REPEAT	NEW No. of Single Assessments - Repeat within less than 6 months	number	42	35	33	35	25	20	36	24	20	13	38	33	-	110	80	80	84							
SINGLE A/MENT REPEAT	NEW % of Single Assessments - Repeat within less than 6 months	%	11%	14%	12%	9%	9%	6%	11%	7%	6%	5%	10%	8%	-	12%	8%	8%	8%							
SINGLE A/MENT REPEAT	NEW No. of Single Assessments with >5 factors identified (proxy for acuity)	number	44	34	36	42	26	34	52	25	38	38	68	74	-	114	102	115	180							
SINGLE A/MENT REPEAT	NEW % of Single Assessments with >5 factors identified (proxy for acuity)	%	12%	13%	13%	11%	10%	11%	16%	8%	12%	14%	18%	18%	-	13%	11%	12%	17%							

**Exceptions:**

**Reds of concern:** None

**Reds on watching brief:**

- Indicators 4 & 5 (number of Children in Need) – Our numbers of Children In Need remain considerably lower than our normal expected range. The spike in contacts and referrals during the end of the quarter (March) may generate a slight rise in CIN cases during Q1.

**Ambers of concern:**

- Indicator 7a (single assessments completed within 0-10 days) – despite the low numbers of referrals and low CIN cases the number of single assessments completed with 0-10 days remains, at 11%, below where we expect to be (between 18-22%). The majority of SA's are being completed 42% between 26- 45 days and 32% between 11-25 days. Although overall numbers are lower for this Quarter teams are reporting an increasing complexity of cases building, including higher-end crisis CIN work, which is thought to be driving longer assessment times as social workers are taking longer to assess needs and plan actions. Regional data is due to eb released for Q4 and will provide helpful comparator data. As part of demand forecasting for covid recovery work is being done to attempt to evidence how case complexity is appearing within services – including a review of case durations and numbers of presenting needs identified during assessment (in Feb and Mar-21 there were 68 and 74 single assessments identifying 5 factors of need or more - with previous months averaging at 37 single assessments with 5 presenting needs or more).

**Ambers on watching brief:**

- Indicator 7b (single assessments completed within 45 days) – our position has stayed stable from Q3 to Q4 however performance in Mar was peaked at a high of 92%. Performance from 3 teams has been strong but performance for North and West 2 has slightly dipped and this is being picked up and tracked via managers and POG meetings to ensure improvement continues.

**Other items to note:**

- Performance had been steadily improving throughout the year and had moved from Red RAG status to Green as of Feb-21. Since that time the target has increased from 80%+ of visits on time to 90% - showing ambition for the service. Two teams are already achieving 90% visit timeliness as at end of Mar-21, the three remaining teams performed well in February but need to be consistent in their performance improvement.
- Indicator 6 (single assessments completed) – levels have remained within expected range throughout the last year and Q4 20/21 is comparable to rates seen in Q4 2019/20.
- New measures have been added covering repeated Single Assessments and the number of assessments that identified more than 5 presenting factors during the assessment process (e.g. domestic abuse, parental mental health, etc). The latter may prove to be a proxy measure for acuity/case complexity although, of course, a child may experience only one issue but the severity of it is highly significant. Expected ranges are to be set for these new measures so RAG rating can be applied and performance monitored.

STRATEGY DISCUSSIONS	8. No. of strategy discussions started	rate	60	68	82	101	65	107	89	92	86	105	96	156	0	210	273	267	357	344	450					
STRATEGY DISCUSSIONS	Rate per 10,000 strategy discussions	rate													-	79	103	101	135	130	170					
SECTION 47s	No. S47 enquiries started	number	45	63	75	91	61	96	84	81	73	86	89	116	234	183	248	238	291	265	370					
SECTION 47s	9 Rate per 10,000 S47 enquiries started	rate	51	72	85	103	69	109	95	92	83	97	101	131	89	69	94	90	110	100	140	107	167	143	155	127
SECTION 47s	No. S47 completed	number	49	54	73	94	60	87	91	89	79	67	103	113	246	176	241	259	283	280	395					
SECTION 47s	% S47 completed in 5 working days	%	80%	80%	89%	83%	77%	98%	80%	83%	94%	73%	90%	95%	-	84%	87%	85%	88%							

Area	Indicator	type	MONTHS										QUARTERS					EXP. RANGES		COMPARATORS 2019-20							
			105690	105690	105690	106064	106064	106064	106064	106064	106064	106064	106064	106064	105690	105690	106064	106064	106064	2020-21	2020-21	105690	105690	105690	105690	105690	
Population →			2019-20	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	Lower	Higher	DfE 19-20	DfE 19-20	DfE 19-20	DfE 19-20	DfE 19-20		
			Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Q4	Q1	Q2	Q3	Q4	exp. range	exp. range	Wilts	Eng	SW Reg	SN	O/S LAs	
S47 REC ICPC	% Section 47s which recommended initial conferences	%	57%	50%	36%	59%	38%	30%	29%	33%	53%	39%	56%	33%	45%	46%	43%	37%	43%	42%	52%	46%	39%	40%	41%	41%	
ICPC	No. children subject to initial child protection conference	number	28	19	33	44	31	20	29	28	26	32	57	48	121	80	95	83	137								
ICPC	<b>10. Rate per 10,000 initial child protection conferences</b>	rate	<b>32</b>	<b>22</b>	<b>37</b>	<b>50</b>	<b>35</b>	<b>23</b>	<b>33</b>	<b>32</b>	<b>29</b>	<b>36</b>	<b>64</b>	<b>54</b>	<b>46</b>	<b>30</b>	<b>36</b>	<b>31</b>	<b>52</b>	<b>44</b>	<b>64</b>	<b>49</b>	<b>64</b>	<b>57</b>	<b>63</b>	<b>49</b>	
ICPC TIMELINESS	No. initial conferences within 15 days of strategy discussion	number	23	19	33	44	31	20	29	28	26	32	56	44	121	75	95	83	132								
ICPC TIMELINESS	% within 15 days of strategy discussion	% snapshot	82%	100%	100%	100%	100%	100%	100%	100%	100%	100%	98%	92%	100%	94%	100%	100%	96%	95%	100%	93%	78%	77%	74%	87%	
ICPC TO CPP	<b>11. % conferenced and went CP Plan</b>	%	<b>93%</b>	<b>89%</b>	<b>79%</b>	<b>86%</b>	<b>94%</b>	<b>100%</b>	<b>86%</b>	<b>96%</b>	<b>96%</b>	<b>84%</b>	<b>98%</b>	<b>92%</b>	<b>98%</b>	<b>86%</b>	<b>92%</b>	<b>93%</b>	<b>93%</b>	<b>87%</b>	<b>90%</b>	<b>92%</b>	<b>86%</b>	<b>85%</b>	<b>85%</b>	<b>88%</b>	
RCPC	% RCPCs within timescales	%	97%	100%	100%	100%	100%	100%	100%	100%	99%	100%	100%	100%	97%	99%	100%	100%	100%	90%	100%	97%	92%	88%	82%	97%	

**Exceptions:**

**Reds of concern:** None  
**Reds on watching brief:** None  
**Ambers of concern:** None  
**Ambers on watching brief:**

- Indicator 11 (% conferenced and became subject to CP Plan) – this indicator remains slightly higher than our benchmarking comparators although it is noted that performance has been stable since Q2 suggesting stability and consistency of practice. All CP cases are subject to Quality Assurances when conferenced by Performance and Outcomes Team and reported into POG monthly.

**Other items to note:**

- Indicators 8, 9 & 10 (Rate of Strategy Discussions, Section 47 Enquiries and Child Protection Conferences) have all returned to within normal expected ranges during Q4 following declining activity during the pandemic. Our volumes do, however, remain at the lower expected range suggesting there is more growth to come. A surge in March 21 is apparent and this links with the spike in contacts and referrals during the same period.

CPP START	No. becoming subject to CP plan during the year	number	27	20	31	38	29	23	25	29	25	27	56	45	119	78	90	79	128	455	530						
CPP START	<b>12. Rate per 10,000 becoming subject to a CP plan during the year</b>	rate	<b>31</b>	<b>23</b>	<b>35</b>	<b>43</b>	<b>33</b>	<b>26</b>	<b>28</b>	<b>33</b>	<b>28</b>	<b>31</b>	<b>63</b>	<b>51</b>	<b>45</b>	<b>30</b>	<b>34</b>	<b>30</b>	<b>48</b>	<b>43</b>	<b>50</b>	<b>35</b>	<b>43</b>	<b>38</b>	<b>40</b>	<b>33</b>	
CP No./RATE	No. with CP plan at end of period	snapshot	367	343	342	325	336	315	293	289	270	276	303	318	381	342	315	270	318	381	425						
CP No./RATE	<b>13. CP plan rate per 10,000</b>	rate	<b>35</b>	<b>32</b>	<b>32</b>	<b>31</b>	<b>32</b>	<b>30</b>	<b>28</b>	<b>27</b>	<b>25</b>	<b>26</b>	<b>29</b>	<b>30</b>	<b>36</b>	<b>32</b>	<b>30</b>	<b>28</b>	<b>27</b>	<b>36</b>	<b>40</b>	<b>45</b>	<b>55</b>	<b>48</b>	<b>53</b>	<b>42</b>	
REPEAT CPP IN 2YRS (of new)	No. of children subject of CP Plan within 2 years of last plan	number	0	0	8	4	5	4	3	6	4	4	1	3	14	8	13	13	8								
REPEAT CPP IN 2YRS (of new)	<b>14. % children subject of CP Plan within 2 years of last plan (of new)</b>	%	<b>0%</b>	<b>0%</b>	<b>26%</b>	<b>11%</b>	<b>17%</b>	<b>17%</b>	<b>12%</b>	<b>21%</b>	<b>16%</b>	<b>15%</b>	<b>2%</b>	<b>7%</b>	<b>11.8%</b>	<b>10.3%</b>	<b>14.4%</b>	<b>16.5%</b>	<b>6.3%</b>	<b>5%</b>	<b>9%</b>						
CPP END	No. ceasing to be subject to CP plan during the year	number	26	44	35	53	19	43	44	38	39	24	19	44	112	105	115	121	87								
CPP END	<b>15. Ceasing to be subject to CP plan during the year rate per 10,000</b>	rate	<b>30</b>	<b>50</b>	<b>40</b>	<b>60</b>	<b>21</b>	<b>49</b>	<b>50</b>	<b>43</b>	<b>44</b>	<b>27</b>	<b>21</b>	<b>50</b>	<b>42</b>	<b>40</b>	<b>43</b>	<b>46</b>	<b>33</b>	<b>40</b>	<b>58</b>	<b>48</b>	<b>56</b>	<b>52</b>	<b>53</b>	<b>42</b>	
CP VISITS	<b>16. % CP visits in time (SASS teams only)</b>	%	<b>93%</b>	<b>97%</b>	<b>91%</b>	<b>91%</b>	<b>89%</b>	<b>95%</b>	<b>94%</b>	<b>96%</b>	<b>96%</b>	<b>97%</b>	<b>95%</b>	<b>94%</b>	<b>87%</b>	<b>94%</b>	<b>92%</b>	<b>95%</b>	<b>95%</b>	<b>90%</b>	<b>95%</b>						
EPO	No. of Emergency Protection Orders (children) (L2) cumul	number	1	1	2	2	4	4	4	4	4	4	4	4	0	2	4	4	4	0	5						
PPO	No. of Police Protections order (children) (L1) cumul	number	0	1	3	3	4	4	7	8	8	9	9	9	3	3	4	8	9	0	10						
MHA	No. detentions of CYP where S136 of Mental Health Act is used	number	-	-	1	-	-	2	-	-	0	-	-	3	0	1	1	0	3	0	6						

**Exceptions:**

**Reds of concern:** None  
**Reds on watching brief:**

- Indicator 12, 13 & 15 (Rate of children subject of a CP Plan and becoming and ceasing being subject of a CP Plan) – our numbers of CP cases continue to be much lower than normal expected ranges although it is noted that there has been a steady increase each month during Q4. This was driven in part by the increase in children starting a new CP Plan which, in Q4 this year was higher than Q4 in the previous year (128 in Q4 this year compared to 119 in Q4 last year). This was, however, offset slightly by the small number of children coming off child protection plans during the same quarter (87 children ceased being subject of a CP Plan in Q4 this year compared to 112 in the same period of the previous year).
- Ambers of concern:** None  
**Ambers on watching brief:** None
- Other items to note:**
- Indicator 16 (CP Visit timeliness) – performance continues to be consistently strong. We continue to report our CP visit performance to the DfE and are pleased to confirm this has remained a strength for use throughout the pandemic – providing assurance that we are in regular contact with our most vulnerable children.

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Area	Indicator	type	MONTHS										QUARTERS					EXP. RANGES		COMPARATORS 2019-20						
			2019-20	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21
			Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Q4	Q1	Q2	Q3	Q4	exp. range	exp. range	Wilts	Eng	SW Reg	SN	O/S LAs
ADOPTION	Av. Time: A1 measure adjusted for foster carer adoptions NEW A10 (3YrAv)													354					354							
ADOPTION	Av. Time: LA has court order to place <> deciding match A2 (YTD)	snapshot	133	133	133	126	135	156	166	166	164	164	164	157	142	133	156	164	157							
ADOPTION	<b>35. Av. Time: LA has court order to place &lt;&gt; deciding match A2 (3YrAv)</b>	snapshot	<b>112</b>	<b>117</b>	<b>117</b>	<b>117</b>	<b>119</b>	<b>123</b>	<b>126</b>	<b>129</b>	<b>130</b>	<b>130</b>	<b>130</b>	<b>128</b>	<b>116</b>	<b>117</b>	<b>123</b>	<b>130</b>	<b>128</b>	<b>150</b>	<b>170</b>					
ADOPTION	% cyp wait <14 mnths: enter care <> moving in w/ family A3 (YTD)	%	59%	60%	62%	62%	63%	59%	63%	56%	59%	60%	60%	62%	64%	62%	59%	59%	62%							
ADOPTION	<b>36. % cyp wait &lt;14 mnths: enter care &lt;&gt; moving in w/ family A3 (3YrAv)</b>	%	<b>70%</b>	<b>70%</b>	<b>71%</b>	<b>71%</b>	<b>71%</b>	<b>70%</b>	<b>72%</b>	<b>68%</b>	<b>69%</b>	<b>70%</b>	<b>68%</b>	<b>71%</b>	<b>72%</b>	<b>71%</b>	<b>70%</b>	<b>69%</b>	<b>71%</b>	<b>75%</b>	<b>80%</b>					
ADOPTION RECRUITMENT	No. of newly approved adopters - Wiltshire only (qtrly)	number	-	-	5	-	-	7	-	-	-	-	-	-	0	5	7	0	-							
ADOPTION RECRUITMENT	Adopters approved within 0-3 months of application	number	-	-	0	-	-	0	-	-	-	-	-	-	0	0	0	0	-							
ADOPTION RECRUITMENT	Adopters approved within 3-6 months of application	number	-	-	0	-	-	0	-	-	-	-	-	-	0	0	0	0	-							
ADOPTION RECRUITMENT	Adopters approved within 6-12 months of application	number	-	-	3	-	-	7	-	-	-	-	-	-	0	3	7	0	-							
ADOPTION RECRUITMENT	Adopters approved more than 12 months of application	number	-	-	2	-	-	0	-	-	-	-	-	-	0	2	0	0	-							
ADOPTION RECRUITMENT	No. of newly approved adopters - ALL Adoption West (qtrly)	number	-	-	15	-	-	27	-	-	-	-	-	-	15	27	0	0	-							
ADOPTION RECRUITMENT	Adopters approved within 0-3 months of application	number	-	-	0	-	-	0	-	-	-	-	-	-	0	0	0	0	-							
ADOPTION RECRUITMENT	Adopters approved within 3-6 months of application	number	-	-	1	-	-	0	-	-	-	-	-	-	1	0	0	0	-							
ADOPTION RECRUITMENT	Adopters approved within 6-12 months of application	number	-	-	8	-	-	15	-	-	-	-	-	-	8	15	0	0	-							
ADOPTION RECRUITMENT	Adopters approved more than 12 months of application	number	-	-	6	-	-	12	-	-	-	-	-	-	6	12	0	0	-							

**Exceptions:**

**Reds of concern:**

- Indicators 31 and 32 (number and % adopted) – Adoptions dropped during Q4 (only 2 children adopted) meaning our expected range of between 27-32 adoptions within year was not achieved (23 children were adopted within year). We are undertaking work to look at permanence outcomes There remain a number of ongoing court cases (16) over 26 weeks, currently between 26 and 97 weeks. As always, there is no one reason for delay in bringing cases to conclusion. More often than not, there are several different reasons for delay in the same case. We will also be doing some analysis around Special Guardianship Orders at outcome of proceedings.

**Reds on watching brief:** None

**Ambers of concern:** None

**Ambers on watching brief:** None

**Other items to note:**  
Adoption timeliness holds steady with performance within expected ranges or better.

Area	Indicator	type	2019-20	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21
CARE LEAVERS 17-18 - Ofsted	TOTAL CARE LEAVERS 17-18 - Ofsted	number			79	83	83	84	84	79	77	72	74	77	79	84	77	77							
In-Touch 17-18 - Ofsted	Ofsted - 17-18 - Number In-touch	snapshot	-	-	70	71	68	70	71	72	63	63	67	69	70	70	63	69							
In-Touch 17-18 - Ofsted	<b>37. Ofsted - 17-18 - % In-touch</b>	% snapshot	-	-	<b>89%</b>	<b>86%</b>	<b>82%</b>	<b>83%</b>	<b>85%</b>	<b>91%</b>	<b>82%</b>	<b>88%</b>	<b>91%</b>	<b>90%</b>	<b>89%</b>	<b>83%</b>	<b>82%</b>	<b>90%</b>	<b>95%</b>	<b>100%</b>					
In-Touch 17-18 - Ofsted	<b>38. Ofsted - 17-18 - Number NOT In-touch</b>	number	-	-	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					
In-Touch 17-18 - Ofsted	Ofsted - 17-18 - Number No Info entered	number	-	-	9	11	14	12	13	6	13	9	7	8	9	12	13	8							
Accomm 17-18 - Ofsted	Ofsted - 17-18 - Number in Suitable Accommodation	snapshot	-	-	65	66	61	65	66	69	61	59	66	70	65	65	61	70							
Accomm 17-18 - Ofsted	<b>39. Ofsted - 17-18 - % in Suitable Accommodation</b>	% snapshot	-	-	<b>82%</b>	<b>80%</b>	<b>73%</b>	<b>77%</b>	<b>79%</b>	<b>87%</b>	<b>79%</b>	<b>82%</b>	<b>89%</b>	<b>91%</b>	<b>82%</b>	<b>77%</b>	<b>79%</b>	<b>91%</b>	<b>85%</b>	<b>90%</b>					
EET 17-18 - Ofsted	Ofsted - 17-18 - Number in EET	snapshot	-	-	48	50	46	48	46	53	43	39	43	47	48	48	43	47							
EET 17-18 - Ofsted	<b>40. Ofsted - 17-18 - % in EET</b>	% snapshot	-	-	<b>61%</b>	<b>60%</b>	<b>55%</b>	<b>57%</b>	<b>55%</b>	<b>67%</b>	<b>56%</b>	<b>54%</b>	<b>58%</b>	<b>61%</b>	<b>61%</b>	<b>57%</b>	<b>56%</b>	<b>61%</b>	<b>60%</b>	<b>70%</b>					



Area	Indicator	type	MONTHS										QUARTERS					EXP. RANGES		COMPARATORS 2019-20														
			2019-20	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21							
			Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Q4	Q1	Q2	Q3	Q4	Q4	Q1	Q2	Q3	Q4	2020-21	2020-21	105690	105690	105690	105690	105690			
																								Lower	Higher	DfE 19-20	DfE 19-20	DfE 19-20	DfE 19-20	DfE 19-20				
																								exp. range	exp. range	Wilts	Eng	SW Reg	SN	O/S LAs				
CARE LEAVERS 19-21 - Ofsted	TOTAL CARE LEAVERS 19-21 - Ofsted	snapshot	149	157	163	163	162	160	160	166	166	170	174	174	151	163	160	166	174															
In-Touch 19-21 - Ofsted	Ofsted - 19-21 - Number In-touch	snapshot	-	-	156	157	158	157	157	165	166	169	172	172		156	157	166	172															
In-Touch 19-21 - Ofsted	<b>41. Ofsted - 19-21 - % In-touch</b>	% snapshot	-	-	<b>96%</b>	<b>96%</b>	<b>98%</b>	<b>98%</b>	<b>98%</b>	<b>99%</b>	<b>100%</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>		<b>96%</b>	<b>98%</b>	<b>100%</b>	<b>99%</b>						<b>95%</b>	<b>100%</b>								
In-Touch 19-21 - Ofsted	<b>42. Ofsted - 19-21 - Number NOT In-touch</b>	number	-	-	<b>7</b>	<b>6</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>		<b>7</b>	<b>3</b>	<b>0</b>	<b>0</b>						<b>0</b>	<b>0</b>									
In-Touch 19-21 - Ofsted	Ofsted - 19-21 - Number No Info entered	number	-	-	0	0	0	0	0	0	0	0	1	2		0	0	0	2															
Accomm 19-21 - Ofsted	Ofsted - 19-21 - Number in Suitable Accommodation	snapshot	-	-	149	152	151	150	152	159	160	163	166	164		149	150	160	164															
Accomm 19-21 - Ofsted	<b>43. Ofsted - 19-21 - % in Suitable Accommodation</b>	% snapshot	-	-	<b>91%</b>	<b>93%</b>	<b>93%</b>	<b>94%</b>	<b>95%</b>	<b>96%</b>	<b>96%</b>	<b>96%</b>	<b>95%</b>	<b>94%</b>		<b>91%</b>	<b>94%</b>	<b>96%</b>	<b>94%</b>						<b>85%</b>	<b>90%</b>								
EET 19-21 - Ofsted	Ofsted - 19-21 - Number in EET	snapshot	-	-	93	92	99	93	95	97	98	94	95	96		93	93	98	96															
EET 19-21 - Ofsted	<b>44. Ofsted - 19-21 - % in EET</b>	% snapshot	-	-	<b>57%</b>	<b>56%</b>	<b>61%</b>	<b>58%</b>	<b>59%</b>	<b>58%</b>	<b>59%</b>	<b>55%</b>	<b>55%</b>	<b>55%</b>		<b>57%</b>	<b>58%</b>	<b>59%</b>	<b>55%</b>						<b>50%</b>	<b>60%</b>								
CARE LEAVERS 17-18 (DfE 4mth window)	TOTAL CARE LEAVERS 17-18 - DfE 4 month window	snapshot	88	85	80	82	79	82	79	75	80	71	74	74	82	80	82	80	74															
Accomm 17-18 - DfE 4 month window	DfE 4 month window - 17-18 - Number in Suitable Accommodation	snapshot	58	57	55	57	54	62	65	61	63	57	57	62	47	55	62	63	62															
Accomm 17-18 - DfE 4 month window	<b>45. DfE 4 month window - 17-18 - % in Suitable Accommodation</b>	% snapshot	<b>66%</b>	<b>67%</b>	<b>69%</b>	<b>70%</b>	<b>68%</b>	<b>76%</b>	<b>82%</b>	<b>81%</b>	<b>79%</b>	<b>80%</b>	<b>77%</b>	<b>84%</b>	<b>57%</b>	<b>69%</b>	<b>76%</b>	<b>79%</b>	<b>84%</b>						<b>85%</b>	<b>90%</b>								
EET 17-18 - DfE 4 month window	DfE 4 month window - 17-18 - Number in EET	snapshot	49	47	46	47	46	52	58	52	55	46	47	51	39	46	52	55	51															
EET 17-18 - DfE 4 month window	<b>46. DfE 4 month window - 17-18 - % in EET</b>	% snapshot	<b>56%</b>	<b>55%</b>	<b>58%</b>	<b>57%</b>	<b>58%</b>	<b>63%</b>	<b>73%</b>	<b>69%</b>	<b>69%</b>	<b>65%</b>	<b>64%</b>	<b>69%</b>	<b>48%</b>	<b>58%</b>	<b>63%</b>	<b>69%</b>	<b>69%</b>						<b>60%</b>	<b>70%</b>								
CARE LEAVERS 19-21 (DfE 4mth window)	TOTAL CARE LEAVERS 19-21 - DfE 4 month window	snapshot	149	157	160	182	181	182	189	194	188	196	199	199	151	160	182	188	199															
Accomm 19-21 - DfE 4 month window	DfE 4 month window - 19-21 - Number in Suitable Accommodation	snapshot	109	120	127	135	137	143	155	160	159	169	172	172	108	127	143	159	172															
Accomm 19-21 - DfE 4 month window	<b>47. DfE 4 month window - 19-21 - % in Suitable Accommodation</b>	% snapshot	<b>73%</b>	<b>76%</b>	<b>79%</b>	<b>74%</b>	<b>76%</b>	<b>79%</b>	<b>82%</b>	<b>82%</b>	<b>85%</b>	<b>86%</b>	<b>86%</b>	<b>86%</b>	<b>72%</b>	<b>79%</b>	<b>79%</b>	<b>85%</b>	<b>86%</b>						<b>85%</b>	<b>90%</b>								
EET 19-21 - DfE 4 month window	DfE 4 month window - 19-21 - Number in EET	snapshot	76	82	85	90	92	96	106	109	105	112	113	112	80	85	96	105	112															
EET 19-21 - DfE 4 month window	<b>48. DfE 4 month window - 19-21 - % in EET</b>	% snapshot	<b>51%</b>	<b>52%</b>	<b>53%</b>	<b>49%</b>	<b>51%</b>	<b>53%</b>	<b>56%</b>	<b>56%</b>	<b>56%</b>	<b>57%</b>	<b>57%</b>	<b>56%</b>	<b>53%</b>	<b>53%</b>	<b>53%</b>	<b>56%</b>	<b>56%</b>						<b>50%</b>	<b>60%</b>								

**Exceptions:**

**Reds of concern:** None  
**Reds on watching brief:** None  
**Ambers of concern:** None  
**Ambers on watching brief:**

- Indicator 37 (In-touch with Care Experienced 17-18 year olds) – performance is improving and nearing expected range and there were zero ‘not in-touch’ young people during Q3 and Q4. To monitor to ensure progress continues.
- Indicator 45 (DfE 17-18 yr olds in suitable accommodation) – performance has improved quarter on quarter for over 12 months which is very positive. With a further push performance will be comfortably within expected ranges.

**Other items to note:**  
Overall, performance for our Care Experienced young people is good with almost all key indicators meeting expected ranges – or getting close to them on an improving trajectory.

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## **CHILD AND YOUTH VOICE TEAM UPDATE 19/05/2021**

**AUTHOR Elly Mills – Operational Lead**

1. We successfully recruited two CYV (Child & Youth Voice) workers at the end of 2020 who began working in February (Cameron Strawson – Support Worker) and March 2021 (Joe Sutton – Lead Worker).
2. We launched the team on 1.4.2021 with a press release. Joe undertook a radio interview with a young person to promote the new team on BBC Wiltshire Radio.
3. Joe has undertaken training with AQA and is now able to assess young people for certificates. We have launched our CYV Academy and have formed links with Winchester University to deliver training days for Wiltshire young people. We plan to start delivering training to our consultants in June.
4. On 1<sup>st</sup> May we officially launched our ‘consultant scheme’ as we now have an information card approved by branding. So far, we have recruited 5 consultants (two care experienced young people, one young carer, one who is YOT (Youth Offending Team) experienced and a parent).
5. Two of our consultants have provided support for ‘Aspire House’ on inclusivity to ensure it caters for all children and young people’s ethnicity needs, particularly in terms of hair and skin care. Aspire House have started following advice given and now have a diverse and inclusive range of hair and skin products to cater for all needs.
6. One of our consultants has provided a booklet for carers and staff on ensuring skin and hair needs are met for all our children and young people.
7. We have been supporting the CICC (Children in Care Council) since 1/12/2020. Having formed links with another Local Authority’s CICC (Oxfordshire) we have made the following changes.
  - a. Rather than having a quarterly face to face meeting CICC now meets fortnightly via an online forum (TEAMS), this means young people who are

- placed outside of Wiltshire can still attend and young people do not have to travel to the meetings.
- b. We will be organising face to face meet ups for CICC which will be activity based for every school holiday (including) half terms.
  - c. We have a core group of about 10 young people who are committed to CICC and we have undertaken outreach work to social workers and teams to increase CICC numbers.
  - d. We have organised a trip to Longleat Safari Park (young people's choice) for the summer holidays and an online health and wellbeing festival.
8. CICC offer one of their meetings per month for workers to book in and have 'consultancy'. CICC have been supported to provide a range of consultations which have included:
- a. What makes a good foster carer?
  - b. What makes a good IRO?
  - c. What makes a good social worker?
  - d. How we find our health assessments?
  - e. Mental health and emotional wellbeing.
  - f. Community engagement.
  - g. Tackling climate change.
9. We have also launched our CICC Ambassador scheme. This means young people, councillors, council workers and members of the community can be Ambassadors for important CICC issues such as tackling racism, pets, tackling climate change, community links and mental health. We now have over 30 Ambassadors. This means our children in care have a network of Ambassadors who can help and give advice on issues important to our children in care.
10. We arranged for the youth consultants to give advice to operational colleagues who are responsible for 'return' home interviews when young people go missing. This has made the process more child and young person friendly and inclusive.
11. We provided some advice for colleagues in SEN (special educational needs) on how to include children and young people's views in auditing and inspecting.
12. We have facilitated a mental health survey for our children in care which is run by Bristol University. This will enable us to have up to date evidence on the mental health of our young people in care.

13. We supported 2 of our youth consultants to meet with Myfanwy Champness from the Wiltshire Clinical Commissioning Group to give advice on making their annual report more inclusive and child friendly. Our consultants gave specific feedback on changes needed to make the report more accessible for young people.
14. We supported one of our youth consultants to meet with Youth Offending Team (YOT) colleagues and assist them in making the YOT referral form more accessible and child friendly.
15. Our support worker (Cameron) has delivered training with the principal social worker on language in social work. This is to improve the language we use verbally and in written reports, so it is more inclusive and user friendly.
16. We supported a small group of youth consultants to meet with the service manager of MASH (multi agency safeguarding hub) to make the telephony more child friendly so it is now much easier for children and young people to report concerns to MASH.
17. We supported some youth consultants (approximately 4) to give their lived experiences of lockdown to Children and Young Peoples Mental Health.
18. We are part of a working group who are designing a new care leavers app for all children in care to access important information.
19. We supported a youth consultant to be part of social work interviews.
20. Joe and Cameron were part of interview panels that interviewed ASYE social workers (Assessed and Supported Year in Employment). Feedback from one of the panel chairs was *“Cameron was brilliant – he focussed more so on the attributes of the candidates around direct work/voice (understandably) but contributed in his own feedback to all the questions. Cameron challenged us on a question and asked what we ideally wanted from a candidate with regard to one question, which generated lots of helpful discussions around team culture and identity. He was a big contributor and his views were valued.”*
21. We have been part of the planning and delivery of the induction training for all the newly elected councillors.
22. We supported a youth consultant to be part of a panel of interviewers who were recruiting a CIC Personal Advisor.
23. We have supported an operational head of service set up Wiltshire Council's Children and Young People's Cultural Diversity Inclusivity Task Force. This has included setting up the task force (identifying and recruiting appropriate members including supporting people with lived experiences).

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**Wiltshire Council**  
**Plan for the Child and Youth Voice Team**

**Vision and Mission**

By undertaking a co-production approach, we aim to develop a strong culture of listening and participation in Wiltshire that enables children and young people from a diverse range of backgrounds to influence positive change within the organisation and decisions made about services delivered to them. We aim to ensure that youth voice is at the centre of the quality assurance and performance framework for families and children's services with the aim of improving engagement and maintaining the participation of young people in the youth groups such as the children in care council; empowering children and young people to have their say and make a difference.

**Strategic Objectives**

1. Engagement and participation of young people is maximised in the youth groups and forums such as the Youth Union, Children in Care (CIC) Council and Care Leaver's Forum.
2. Young people are empowered and enabled to have a strong voice and are supported to research other young peoples lived experiences, perceptions and insights across Wiltshire to shape service development of the Council and its partners.
3. Young people are involved in scrutinising and inspecting services across Wiltshire and are part of the Quality Assurance Framework
4. Young People are supported to work directly with leaders and decision-makers to influence change from senior levels and cascade through the organisation
5. Deliver on Wiltshire Council's commitment to listening to young people and making sure they are at the centre of services for children and young people

Strategic objective	Actions	Person Responsible	Timescale	Operational Objective	Phase	Status
1. Engagement and participation of young people is maximised in the youth groups and forums such as the Youth Union, Children in Care (CIC) Council and Care Leaver's Forum.	1. Arrange and organise regular recognition events that celebrate young people. First event for summer 2021 - 'A Great Wiltshire Council Junior Bake Off' for Children in Care	Operational Lead, Youth Voice Lead and Support worker.	By 1 <sup>st</sup> October 2021	Wiltshire Council recognises and celebrates young people such as CIC and leaves them feeling inspired energised and motivated to be active and have their say in a way that is fun and inspiring	2	Underway
	2. Raise the profile of the Youth Voice Team and the need to engage young people in youth groups and forums. Child and Youth Voice Champions will be identified from across the council and quarterly meetings set up.	Youth Voice Lead and Support worker.	By 1 <sup>st</sup> July 2021	Council staff encourage the young people they support to have their say by attending the CIC Council or other Youth Forums	1	Underway
	3. Review the format of the Youth Union, CIC Council and Care Leaver's Forum and frequency and meeting venue with the young people who attend.	Operational Lead, Youth Voice lead and Support worker	By 1 <sup>st</sup> July 2021	These groups and forums are seen by young people as a fun, rewarding group to be a part of.	1	Complete
	4. Plan and facilitate future consultation events and forums	Operational Lead, Youth Voice lead and Support worker	By 1 <sup>st</sup> October 2021	Development of consultation and engagement processes	1 and 2	Underway
	5. Support the UK Youth Parliament by holding annual elections to the three Wiltshire constituency areas and raising Wiltshire's issues nationally.	Operational Lead, Youth Voice lead and Support worker	By 1 <sup>st</sup> February 2022	Young people are supported with their campaigns and elections are held successfully	3	Not yet due



Strategic objective	Actions	Person Responsible	Timescale	Operational Objective	Phase	Status
	6. The new Child and Youth Voice Lead and Support Worker will use their skills and expertise to reach out to children in care to recruit them the CIC Council and Care Leaver's Forum. Facilitate their attendance and engagement in these groups. This includes children and young people who are disabled, black and from an ethnic minority and young people from rural areas, asylum seekers and refugees and young offenders.	Youth Worker and Support worker	By 1 <sup>st</sup> July 2021.	The numbers of children and young people who attend the CIC Council increases to 30 in the 6 months between 40- 60 in 12 months	1	Underway
	7. Facilitate Young People in creating a newsletter that can go out from the CIC Council twice a year	Youth Voice Lead and Support Worker	By 1 <sup>st</sup> October 2021	The activities of the CIC Council are communicated to CIC and are highly visible across the Council	2	Underway
	8. Take part in the regular consultations put on by organisations such as the Office of the Children's Commissioner, National Youth Agency, Children and Young People Now etc	Operational Lead, Youth Voice lead and Support worker	By 1 <sup>st</sup> April 2022	Feed into the national youth voice conversation, by supporting young people to participate in UK wide consultations	3	Not yet due
	9. Update and maintain a Child and Youth Voice webpage liaising with council's communications team	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> July 2021	The Council has a webpage for Youth Voice with content that is youth friendly, engaging and accessible, with links to relevant services for young people.	1	Underway

Strategic objective	Actions	Person Responsible	Timescale	Operational Objective	Phase	Status
	10. Ensure all information leaflets for children and young people (e.g. complaints leaflet, children in care Filofax, advocacy leaflet) are kept up to date and are accessible.	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> July 2021	Information is available and accessible to children and young people who receive services from Children and Families Services	1	Underway
<b>2. Young people are empowered and enabled to have a strong voice and are supported to research other young peoples lived experiences, perceptions and insights across Wiltshire to shape service development of the Council and its partners.</b>	1. Identify a group of Young People to become Youth Consultants and provide accredited training in research skills to lead youth -led research projects across Wiltshire.	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> July 2021	Young people are trained in: - Communication skills - Improving confidence - Asking questions - Team work - Influencing skills - Analysing data - Public speaking so, they are confident and have strong voice.	1	Underway
	2. Support a group of children in care to attend a residential experience	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> December 2021	Children will have the opportunity to have fun and take part lots of exciting activities. They will also participate in fun, interactive and age appropriate sessions designed for them to give feedback about the care that they receive.	3	Not yet due
	3. Agree a topic to be researched in 2021 with the Youth Union/CIC Council/Corporate Parenting Panel and plan the research project.	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> October 2021	A Youth Ambassador's research project team and plan is in place for 2021 to find out what's working and what's not and	1	Complete

Strategic objective	Actions	Person Responsible	Timescale	Operational Objective	Phase	Status
				where the gaps are for services for young people		
	4. Youth Consultants are supported to write a report that presents their findings and recommendations.	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> October 2021	Actionable plans are co-produced with services that respond to the young people's findings and data to improve services that they use.	2	Not yet due
<b>3. Young people are involved in scrutinising and inspecting services across Wiltshire and are part of the Quality Assurance Framework</b>	1. An AQA accredited training programme is developed for Youth ambassadors.	Operational Lead, Youth Voice Lead Worker	By 1 <sup>st</sup> October 2021	Youth consultants receive recognised awards that they can use for their CV	1	Underway
	2. Young people are involved in internal peer reviews that take place within children's services	Operational Lead, Youth Voice Lead Worker	By 1 <sup>st</sup> October 2021	Young people are involved in scrutinising and evaluating the quality of services delivered to them.	2	Not yet due
	3. Plan is put in place to inspect priority services for young people to inspect and 6-10 young people a min of 50% from those that use the service are recruited.	Operational Lead, Youth Voice Lead Worker	By 1 <sup>st</sup> October 2021	Young people develop a line of enquiry, find evidence of what is and isn't working, identify gaps and offer their key findings. Solutions are co-produced with subject area experts and a list of promises that decision-makers commit to action on to improve the Service.	2	Not yet due
	4. Regularly measure the success of initiatives and impact of interventions reflecting upon	Operational Lead, Youth	By 1 <sup>st</sup> July 2021	Lessons learned are embedded throughout the organisation.	1	Underway

Strategic objective	Actions	Person Responsible	Timescale	Operational Objective	Phase	Status
	performance and implement improvements.	Voice Lead Worker				
<b>4. Young People are supported to work directly with leaders and decision-makers to influence change from senior levels and cascade through the organisation</b>	1. Facilitate regular meetings between Youth Ambassadors and CIC Council members with the Leader of the Council and Lead Member for Children's Services, CEO, Director for Children's Services, Director for Families and Children	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> July 2021	Young People's views and issues that are important to them are clearly heard at a senior level	1	Underway
	2. Young People are supported to attend Corporate Parenting Panel (CPP) and speak about issues that really matter in their lives. Young People work with CPP members and officers to progress the panel's 8 strategic priorities and help review how CPP is delivered in a more young-person friendly format	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> July 2021	Young People help shape how CPP is delivered and the overall strategy for children in care to help improve how children are cared for in Wiltshire.	1	Underway
	3. Work closely with the community area And youth boards to contribute to funding decisions for youth activities and bring this knowledge and understanding back to the Performance and Outcomes Board and establish a formal	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> October 2021	Young People influence the funding decisions for youth activities and events.	2	Not yet due

Strategic objective	Actions	Person Responsible	Timescale	Operational Objective	Phase	Status
	method of communication via Democratic Services Colleagues.					
<b>5. Deliver on Wiltshire Council's commitment to listening to young people and making sure they are at the centre of services for children and young people.</b>	1. Take a lead and engage with Mind of My Own App providers to make the best use of the existing contract and promote the use of the app across the social work teams and with children and young people.	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> July 2021	We achieve full service buy-in and commitment to using the app as a tool for children and young people to express their views, how they are feeling, what support they need and what's important to them.	1	Complete
	2. Promote advocacy for children and young people across the service and engage with the advocacy service provider and children's commissioning to agree KPI's to ensure children and young people are heard, and their rights are protected	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> July 2021	KPI's are agreed and children and young people have the advocacy support they need to have their voice heard.	1	Complete
	3. Work with children's commissioning to ensure that to ensure that children and young people are involved in the commissioning of services	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> October 2021	Young people influence commissioning decision-making and are at the heart of change	2	Not yet due

Strategic objective	Actions	Person Responsible	Timescale	Operational Objective	Phase	Status
	5. Promote and facilitate requests for young people in care to involved in interviews and the mandatory training of staff.	Operational Lead, Youth Voice lead and support workers	By 1 <sup>st</sup> October 2021	Young people participate in the recruitment and training of staff that deliver services to them.	2	Complete

**Wiltshire Council**

**Children's Select Committee**

**25/05/2021**

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## **School Ofsted Judgements**

### **Purpose**

1. This report is a regular update for the committee focused Ofsted inspections since the last meeting.

### **Inspections**

2. On 25 March 2020, the Secretary of State for Education wrote to Her Majesty's Chief Inspector, suspending routine inspection activity from March 2020.
3. A phased return to routine inspection began in September 2020 with remote visits focusing on schools' response to the pandemic. January 2021 onwards saw the resumption of section 8 inspections for schools judged as inadequate, those with two consecutive requires improvement judgements or significant safeguarding concerns.
4. Summer term 2021 has seen the resumption of onsite section 8 inspections, again for schools judged as inadequate, those with two consecutive requires improvement judgements (RI) or are significant safeguarding concerns as well as the addition of inspecting schools currently judged as good whose last inspection is now outside the 5 year statutory window (17 schools in Wiltshire).

### **The Wiltshire picture since March 2020**

5. During this period Wiltshire has seen a total of 29 Ofsted inspections, 7 schools have received 2 section 8's; one in the spring term as a virtual inspection and again in the summer term as a face-to-face visit.
6. Of these inspections, the current Ofsted grades are:
  - 4 inadequate;
  - 6 requiring improvement, 5 being double requires improvement
  - 10 good
  - 1 outstanding
  - 1 currently ungraded (previously inadequate)
7. Remote Visits – Autumn term 2020
  - 12 schools received remote visits
8. Section 8 inspections February 2021 onwards
  - 11 section 8 visits, remote inspections, not the full inspection

## Summer term 2021

9. Full, onsite Section 8s began on 4<sup>th</sup> May 2021 to ensure schools are taking effective action towards being graded as good as their next section 5 inspection. Current Ofsted grades will not be changed.
10. Other schools that may be visited include:
  - inadequate and double requires improvement, these inspections will be onsite under Covid safe measures.
  - Inadequate and double requires improvement that have improved could convert to a full inspection if deemed appropriate
  - 'good' schools that have not been inspected within 5-year window (17 in Wiltshire)
  - 'outstanding' that request and inspection
  - where significant concerns are raised
11. To date 7 schools have been inspected during the summer term.

## Overall trends from Wiltshire inspections during this period

12. All Section 8 inspections to date have found schools to be taking effective action

### 13. Strengths identified:

- Schools remote learning offers
- Support for vulnerable pupils and families
- Checking learning through remote teaching
- Governance and support during pandemic

### 14. Areas for focus:

- Curriculum - monitoring and evaluation, knowledge and memorability of curriculum, knowledge over time
- the impact of the curriculum to ensure it is effective in helping pupils to know and remember more
- provide a well-sequenced programme of phonics teaching to pupils in the early stages of reading (Year 3 / Year 7).
- Subject leader skills and expertise across the curriculum

### Author:

Louise Lewis – Head of School Effectiveness

Contact details: [louise.lewis@wiltshire.gov.uk](mailto:louise.lewis@wiltshire.gov.uk)





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# adoption west

## Adoption West Joint Scrutiny Panel

2020-2021  
Annual report



*“sometimes superheroes  
reside in the hearts of  
children fighting huge battles”*



Bath & North East  
Somerset Council



Wiltshire Council



### *Foreword by the chair of Adoption West Board*

Although the Adoption West Joint Scrutiny Panel does not fall under the banner of 'Overview and Scrutiny' as defined by the Local Government Act 2000, it clearly still provides a needed and valued scrutiny function, as evidenced in its first annual report.

The scrutiny arrangements as described in the terms of reference were thoroughly reviewed by each local authority and unanimously agreed by the Adoption West Board.

There is a strong belief, shared by the overview and scrutiny councillors involved at the time the panel was first thought of, and members of the Adoption West Board that more and better can be achieved through this joint approach; more depth to the joint scrutiny as it benefits from each local authority's councillor representative's skills, knowledge and input, better use of the finite time available to Adoption West's management to meaningfully engage with independent scrutiny of the Regional Adoption Agency's work.

I have no doubt that members of the joint scrutiny panel have been on a very steep learning curve in this first year, but I can also see that they have engaged with enthusiasm and really committed to developing their knowledge and understanding of Adoption West and its work, which I feel will be even further supported by developing the membership of the panel.

Looking at the joint scrutiny panel's forward work programme, I see a busy year ahead! It will be particularly interesting for the Adoption West Board to see the outcome of the review of adoption support and the review of the evaluation of the Regional Adoption Agencies.

I am also pleased to see that a key area of work for the panel in 2021-22 will be to work with all six local authorities to develop a process to ensure that reporting on adoption is co-ordinated as best as possible.

Much of my work over the past 15 years has been in building and sustaining partnerships and strategic relationships, so it is naturally important for me that there is a clear line of sight between the joint arrangements and local scrutiny functions and that the Adoption West Board remains open to enhancing those links as we move forward, albeit without creating parallel or duplicate processes.

As chair of the Adoption West Board, I am looking forward to engaging with the joint scrutiny panel in the year ahead to carry on developing robust and effective oversight and scrutiny of the work and management of Adoption West, whilst ensuring it remains an independent and democratically-led scrutiny process.

*Andy Dempsey*

*Director of Partnerships and Strategy, Gloucestershire County Council*

*Chair of the Adoption West Board of Directors*

### *Foreword from the chairman of the scrutiny panel*

Right from when the plans were first spoken of for the new Regional Adoption Agency, Adoption West, it was my strong personal belief that any new body should include an effective overview and scrutiny involvement provision, and I could not have wished for it to go any better than it has for its first year (2020-21).

The panel members have seen real commitment and willingness to learn from the scrutiny panel's input from all six Local Authorities and I would like to take this opportunity to thank them all for their engagement with this work.

I'd like to take this opportunity to thank the members of the panel who have demonstrated a keen interest in the issues we have addressed and a willingness to learn and participate. I would especially thank Alana Buckingham, the chair of the Adoption West Adoption Advisory Board, who recently joined the scrutiny panel. There is incredible value in bringing in the voice of people for whom adoption is a day-to-day reality, not just a data-set. There are further ambitions for the scrutiny panel to develop its membership to include representatives from the "adoption triangle" (e.g. adoptive parent, adopted young person, adopted adults, birth family member, etc.) and I dare say this would bring invaluable strength and depth to the scrutiny panel's work.

I am pleased that Adoption West recognised the benefits that come from scrutiny by lay members and the value that can be added, and committed to openness and transparency. As a scrutiny panel, we have seen this at every meeting through the cooperation and engagement from Alison Lewis, Service Director for Adoption West. The scrutiny panel would like to recognise Alison's commitment to this process, but furthermore her evident commitment to adoption and making Adoption West a success – for the right reasons!

May 2021 elections notwithstanding, I believe there is great work to be achieved by the scrutiny panel and a key piece of work for 2021 could be the review of adoption support. I believe this is an area of work where the scrutiny panel could add so much, by reviewing support offers across the country and helping create a clearer picture of the support that would be most beneficial for families supported by Adoption West.

I'll conclude with a wish. I hope the work of the scrutiny panel will carry on improving, for all councillors in all six Local Authorities, their understanding of the importance of Adoption West and the role it plays in the adoption journey, but never forgetting that adoption remains an integral part of all our Children's Services.

I wish that in time this scrutiny panel is seen as a natural extension of the overview and scrutiny we all undertake of our Children's Services.

*Cllr Jon Hubbard, Wiltshire Council  
Chair of the Adoption West Joint Scrutiny Panel (2020-2021)*

## Purpose of the report

1. This report is written to:
  - a. publicly present the work undertaken by the Adoption West Joint Scrutiny Panel (thereafter referred to as the “scrutiny panel”) from May 2020 to March 2021 to the following committees:
    - Children, Adults, Health & Wellbeing Policy Development & Scrutiny Panel, Bath and North East Somerset Council
    - People Scrutiny Commission, Bristol City Council
    - Children and Family Overview and Scrutiny Committee, Gloucestershire County Council
    - Children and young people’s services policy and scrutiny panel, North Somerset Council
    - Scrutiny Commission, South Gloucestershire Council
    - Children’s Select Committee, Wiltshire Council
  - b. enable the Adoption West (AW) Board to monitor the efficiency of the scrutiny panel.
  - c. invite suggestions from the scrutiny committees (as listed in a. above) and the AW board on:
    - areas of focus for the scrutiny panel in 2021-22;
    - the contents that should be included in the scrutiny panel’s annual report in future; and
    - formatting and presentation of the information to ensure ease of reading.

## Background

2. Adoption West (AW) started operating on 1 March 2019, as a Regional Adoption Agency (RAA) created by Bath and North East Somerset Council, Bristol City Council, Gloucestershire County Council, North Somerset Council, South Gloucestershire Council and Wiltshire Council as a response to the government’s plans, published in June 2015, to regionalise adoption services across England and Wales.
3. Adoption West is a local authority trading company which is owned by the six local authorities and commissioned by them to provide adoption services. Adoption West is registered with Ofsted as a Voluntary Adoption Agency. Further information can be found on its [website](#).
4. The primary aim of this regionalisation was to deliver an adoption service which offer improved outcomes for both children and those who want to adopt.
5. The scrutiny panel (Adoption West Joint Scrutiny Panel) has been created to act as a critical friend, providing independent scrutiny of the work of AW and making constructive recommendations to ensure that AW meets its

performance targets and expectations. The terms of reference for the scrutiny panel are included as Appendix 1.

6. The scrutiny panel is an essential element of assuring democratic accountability for the use of public funds; although it does not fall under the banner of 'Overview and Scrutiny' as defined by the Local Government Act 2000 in that it is not a body jointly formed by the six participating councils.
7. The scrutiny panel reports directly to the AW Board. The AW board will monitor the efficiency of the scrutiny panel, including through this annual report.

## Membership

### Elected Voting Member

Cllr Michelle O'Doherty, Bath and North East Somerset Council  
 Cllr Carole Johnson, Bristol City Council  
 Cllr Dr Andrew Miller (Vice Chairman), Gloucestershire County Council  
 Cllr Wendy Griggs, North Somerset Council  
 Cllr Nic Labuschagne, South Gloucestershire Council  
 Cllr Jon Hubbard (Chairman), Wiltshire Council  
 Cllr Suzanne Wickham, Wiltshire Council

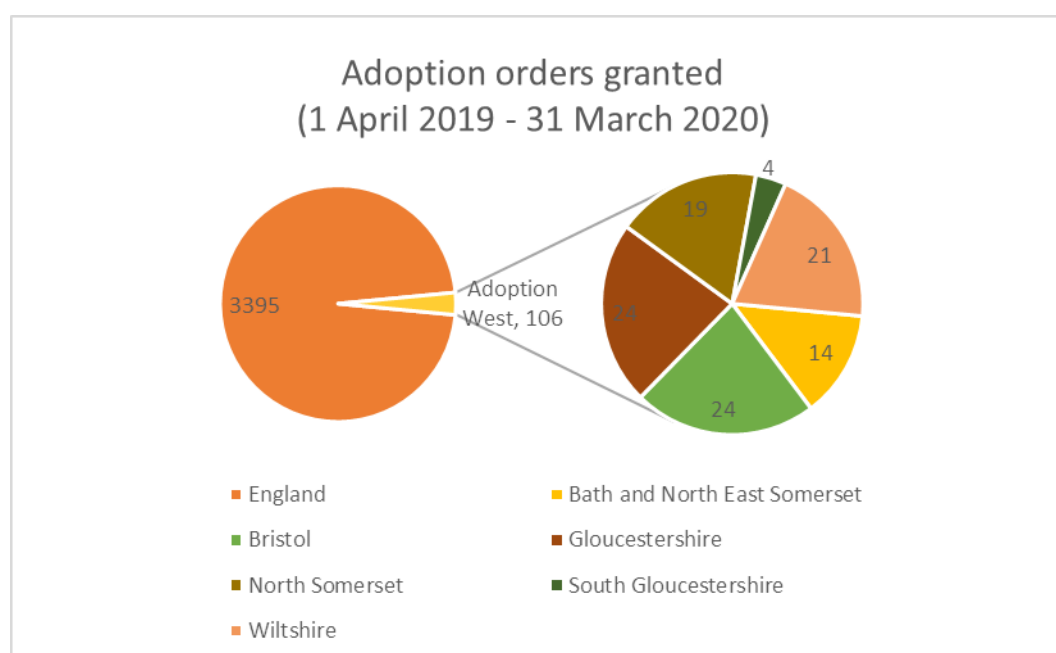
### Advisor (non-voting)

Alana Buckingham, Chair of Adoption West Adopter Advisory Board, Adoption UK

## Snapshot

	Looked after children (as at 31 March 2020)	Number of children adopted (1 April 2019 – 31 March 2020)	Adoptions as % of average number of Children Looked After between 2016 and 2019
	<i>(per 10,000 children and young people)</i>		
Bath and North East Somerset	181 (50)	14 (4)	22.58%
Bristol	623 (66)	24 (3)	10.72%
Gloucestershire	731 (57)	24 (2)	15.02%
North Somerset	230 (53)	19 (5)	17.70%
South Gloucestershire	210 (35)	4 ( $<1$ )	11.11%
Wiltshire	458 (43)	21 (2)	20.53%

## Number of Adoption West children adopted - within a national context



### Work undertaken

8. Between May 2020 and January 2021, the scrutiny panel held four meetings (virtual meetings to comply with Covid-19 regulations).
9. From the time the scrutiny panel was created, it was accepted that its first year would be a steep learning curve for its members as the world of adoption is often shrouded in mystery or media and movie-led misconceptions for anyone but those either working in that field or personally touched by adoption.
10. It was therefore also accepted that a significant portion of its work, in the first year, would be gathering knowledge and developing an understanding of both adoption and the implementation of the RAAs (regional adoption agencies).

### May 2020 meeting - Understanding "Adoption West"

11. At its first meeting the scrutiny panel reviewed the process that led to the establishment of AW, AW's purpose, structure and current governance.
12. The scrutiny panel also established which elements of the adoption process were within its remit, as each Local Authority retains responsibility for the permanence planning for looked after children and continues to report to Government on performance in that area. Appendix 2 illustrates the split of responsibility between AW and the local authorities.
13. Finally, the scrutiny panel focused on performance monitoring by considering the October 2019 to March 2020 6-months performance report for AW, as well as the Scorecard data for 2015-2018.



14. The scrutiny panel resolved that some of the priorities identified by AW would also be areas of focus for its work:
- Adopter sufficiency (also a national focus) – having the right number of adopters, but also adopters matching the children awaiting adoption (e.g., sibling groups, older children, BAMES (black, Asian, and minority ethnic), etc.);
  - Adoption support - developing clearer adoption support that engages with families as early as possible (rather than at crisis point) and with a focus on preventative actions.

*July 2020 – performance monitoring*

15. The scrutiny panel considered both the AW annual report (2019-20) and development plan (January-March 2020).
16. The scrutiny panel suggested a number of additions to the AW annual report to enable easier and more robust comparison of data (either against national figures, with statistical neighbours or for “year on year” comparison).

*November 2020 – performance monitoring and reporting*

17. The scrutiny panel focused its third meeting on understanding the performance monitoring process followed by AW. This included finding out what data is collected, how it is collected, who it is reported to, and how AW compares nationally (RAA scorecards).
18. The scrutiny panel also reviewed performance monitoring reports previously taken to each of the local authorities forming AW, to consider how this can best be undertaken to develop consistency across AW members.
19. The scrutiny panel resolved to consult with officers in each of the local authority to develop a common “core” report template, which each authority could then expand upon to include information that may be specific to that authority, for processes within adoption that remain the responsibility of the local authorities (Appendix 2 refers).
20. Developing a common template as described in the above paragraph remains an area of work for the scrutiny panel; it is also hoped that the pattern / timing of reporting to each authority could be aligned to ensure that all information on adoption is presented in / around May to all local authorities forming AW, including:
- Local authority’s performance report with regards to adoption;
  - AW’s annual report;
  - This scrutiny panel’s annual report.
21. This would ensure consistency across AW members, which in turn would enable robust year on year performance monitoring and more robust scrutiny of adoption performance by having all relevant information available at the same time (enabling triangulation of evidence).

### *January 2021 - performance monitoring and adopters' views*

22. At its January 2021 meeting, the scrutiny panel considered the April to September 2020 AW's report and made recommendations on content to be included to ensure that effective scrutiny could be carried out (e.g., identifying trends, including comparator data, etc.); although it was recognised, and appreciated, that earlier recommendations made by the scrutiny panel on the format and contents of the AW's reports had been integrated in this report.
23. The scrutiny panel also considered the Adoption UK Adoption Barometer (2020) which offered an insight into the issues faced by adoptive families and how they were feeling with regards to processes and support offered to them.
24. The scrutiny panel noted that adoptive families reported increasing difficulties in adolescence and early adulthood and resolved to focus some of its work on this area (support for adolescent and young adults) in 2021-22. Adoption UK would focus some of its 2021 Adoption Barometer survey on the same topic.
25. The panel then considered this annual report and funding arrangements and resolved to develop its working relationship with AW Board in 2021-22.

### *Covid-19 impact*

26. At each meeting throughout the year the scrutiny panel monitored the measures put in place to comply with government's guidelines with regards to Covid-19, whilst enabling delivery of services.
27. The scrutiny panel would like to express its recognition of the work undertaken by AW officers to ensure that after an initial (and understandable) short period of delays (March to May 2020), services have carried on being delivered at a high standard and with minimum delays.
28. It was also noted that AW had made the decision to maintain its quoracy for its adoption panels, wherever possible, which the scrutiny panel felt demonstrated a commitment to quality, and AW quickly implemented and supported online meetings to avoid delays in the adoption panels work.

### **Ambitions for 2021-2022**

29. There were a number of membership changes before the third meeting of the scrutiny panel, and with three of the local authorities within AW holding elections in May 2021, there could be a further significant change in membership.
30. This reinforces the scrutiny panel's commitment to developing its membership to include up to five stakeholders within the "adoption triangle", such as (but not limited to) adoptive parent, adopted young person, adopted adult, birth family member. This would have the dual benefit of deepening the scrutiny

panel's understanding of adoption and, hopefully, enable continuity of work through continuity of membership.

31. Having developed an understanding of both adoption and Adoption West over its first year, the scrutiny panel has set its work for 2021-2022 (Appendix 3 – forward work programme). Significant changes of membership could make it difficult for the scrutiny panel to complete its forward work programme (as new members would likely need time to develop their understanding of adoption and Adoption West).
32. A key area of work for the panel in 2021-22 will be to work with all six local authorities to develop a process to ensure that reporting on adoption is co-ordinated as best as possible to enable robust scrutiny (paragraphs 21 to 25 refer).

## **Conclusion**

33. The establishment of the joint scrutiny panel itself is an achievement for 2020-21 and reflects the commitment from the AW Board and from each local authority within AW to independent, and democratically led, scrutiny of the use of public funds.

## **Proposal**

For the scrutiny committees (as listed in paragraph 1.a. above) and the AW board to:

34. Note the annual report 2020-21 of the scrutiny panel and make suggestion on contents to be included for future annual reports, and formatting and presentation of the annual report to ensure ease of reading;
35. Note the forward work programme for the scrutiny panel for 2021-22 (Appendix 3) and suggest any amendments or additional areas of focus for the scrutiny panel in 2021-22;

For the scrutiny committees (as listed in paragraph 1.a. above) to note that:

36. The scrutiny panel would like to invite all councillors to read the Adoption Barometer 2020 to gain some understanding of the difficulties and issues faced by adoptive families, as this is likely to inform the support offered, and financed, by adoption agencies (including AW). The Adoption Barometer 2020 can be accessed here, alongside information on the 2019 and 2021 surveys: [Adoption Barometer](#).

**Cllr Jon Hubbard, Wiltshire Council, Chairman of the Adoption West Joint Scrutiny Committee**

Date of report: 11 March 2021

Report author: Marie Gondlach, Senior Scrutiny Officer, Wiltshire Council

## **Appendices**

Appendix 1 – terms of reference of the Adoption West Joint Scrutiny Panel  
Appendix 2 – Split of responsibilities between Regional Adoption Agency and Local Authority  
Appendix 3 – forward work programme

## **Adoption West – Joint Scrutiny Panel**

### **Terms of Reference**

#### **General**

1. These terms of reference set out the membership, remit, responsibilities and reporting arrangements of the Adoption West (AW) Joint Scrutiny Panel (also referred to as the panel in this document).

#### **Background**

2. Following the general election in May 2015 and the publication of 'Regionalising Adoption' (July 2015), in which the government set out their proposals to move to Regional Adoption Agencies (RAA) by the end of the Parliament in 2020, AW was formed and started operating on 1 March 2019.
3. AW is a RAA commissioned to deliver adoption services by six local authorities:
  - a. Bath and North East Somerset Council
  - b. Bristol City Council
  - c. Gloucestershire County Council
  - d. North Somerset Council
  - e. South Gloucestershire Council
  - f. Wiltshire Council
4. AW is a company limited by guarantee and is registered with Ofsted as a Voluntary Adoption Agency (VAA).
5. The respective Directors of Children Services for the six local authorities are the registered owners of the company with ultimate responsibility for organisational performance and appointment / dismissal of directors, which they discharge to the AW Board (see Appendix 1 - AW governance structure).
6. There are a number of documents underpinning the operating of AW, including:
  - a. A Members' Agreement, which clearly sets out the purpose of the collaboration, assigns roles and responsibilities to each of the participating authorities and deals with governance and issues such as dispute resolution;
  - b. Commissioning agreement.
7. Service delivery is defined by a contract that sets out specific performance measures and the reporting requirements of the RAA.
8. The service operates from three hub premises, each comprising a multidisciplinary team of recruitment, assessment, matching and support staff. There is one Adoption / Permanence Panel (see Appendix 2 - AW structure chart).

## Effective scrutiny

9. The Centre for Public Scrutiny has previously identified four Effective Scrutiny Principles, in that it:
  - a. Provides critical friend challenge to decision-makers;
  - b. Enables the voice and concerns of the public and its communities;
  - c. Is carried out by independent minded governors who lead and own the scrutiny process; and
  - d. Drives improvement in public services.
  
10. Some key concepts for the panel to consider are that scrutiny should:
  - a. Be independent of the AW Board;
  - b. Be inclusive, structured, non-adversarial and cross-party;
  - c. Offer constructive challenge to prompt AW Board reflection;
  - d. Make recommendations which are evidence based;
  - e. Be part of a wider web of accountability, which may include partners and the public;
  - f. Not unnecessarily duplicate other assurance activity;
  - g. Be appropriately challenging and use effective questioning techniques;
  - h. Ensure value for money; and
  - i. Provide high levels of assurance.

## Purpose of the AW Joint Scrutiny Panel

11. It should be noted that the AW Joint Scrutiny Panel does not fall under the banner of 'Overview and Scrutiny' as defined by the Local Government Act 2000 in that it will not be a body jointly formed by the six participating councils. Although it will not have the power to call in a decision or summon officers to attend, the panel will still provide a scrutiny function led predominantly by democratically elected councillors.
  
12. It should also be noted that as part of the division of roles between AW and the local authorities, each local authority has retained case management responsibility for the child until the making of the Adoption Order. The local authorities remain responsible for all statutory functions including but not limited to: Statutory Visits, Management and supervision of contact between child and family members, Supervision, administration and finance of foster placements and communication with foster carers (including Fostering for Adoption placements).  
 These responsibilities will be monitored by each local authority through its chosen scrutiny mechanism, although the panel will make every effort to notify a local authority if issues within the local authority's responsibility are identified by the panel.
  
13. The panel will act as a critical friend, providing independent scrutiny of the work of AW. It is an essential element of assuring democratic accountability for the use of public funds.

14. The objective of the panel is to make constructive recommendations to ensure that AW meets its performance targets and expectations. The focus of the panel will be on the Region (not each individual local authority – *paragraph 11 refers*) and members of the panel will work in partnership to focus on performance for the Region overall.
15. The role of the panel is to enhance good decision-making process and it will be able to make recommendations for improvement and make its conclusions public but will not have the power to delay decision-making by AW.
16. Through the panel, and its annual report, each local authority will have an opportunity to demonstrate its commitment to democratically-led scrutiny of AW, without duplicating the workload for either officers or elected members for the six local authorities. It is therefore expected that each local authority would commit to engaging with the work of the panel, either as elected councillor(s) on the panel or as witnesses attending meeting of the panel to provide requested information and answer questions.

### **Responsibilities**

17. The panel will foster and encourage an inclusive, structured, non-partisan and non-adversarial approach which is reliant on evidence rather than anecdote, to perform all scrutiny function on behalf of the Region in respect of AW.
18. The panel will produce an annual report for the AW Board, which will also be presented to the relevant Overview and Scrutiny Committee, or any other Committee the local authority has chosen to review the work of the panel, for each of the authorities by its councillor representative on the panel and, if required, its officer representative on the AW Board.

### **AW Joint Scrutiny Panel membership**

19. Membership: The panel will have a membership of a maximum of 14, made up of:
  - a. 7 non-executive councillors: 1 from each local authority + 1 chair;
  - b. Up to 6 stakeholders within the “adoption triangle”, such as (but not limited to) adoptive parent, adopted young person, adopted adults, birth family member, etc.  
Consideration will have to be given to a balance between the different roles, as well as geographical representation of the Region;
  - c. The chair of the Adoption Advisory Board (AAB) will be appointed as advisor to the panel, to regularly inform the committee of the work undertaken by the AAB, as well as share relevant feedback from adopters collected through AAB’s engagement activities.

No substitutions are permitted for the panel. Members of the panel will gain an in-depth understanding over a series of meetings before reaching conclusions and it would therefore be difficult (and potentially disruptive) for a new member to enter the arena partway through the process.

20. Appointment: the relevant Overview and Scrutiny Committee (or any other committee the local authority has chosen to review the work of the panel) for each authority will appoint its respective non-executive councillor(s). The panel will invite applications from stakeholders and appointments will be made by the Chair of the Panel in consultation with the AW Service Director.
21. Term of office: each non-executive councillor will be appointed for 2 years, and consideration should be given to local election patterns where appropriate. Stakeholders will also be appointed for an initial period of 2 years from the date of joining the panel.
22. Chair: the chair will be a non-executive councillor elected by the panel on a 2-year rotating basis, at the panel's discretion. Once a chair has been elected by the panel, the local authority the chair of the panel belongs to will be invited to appoint a further non-executive councillor to the panel. The Chair of the panel will act solely in the interest of the Region and focus on the role of chair, whereas the second non-executive councillor will represent his or her local authority and undertake associated reporting duties.

The panel will appoint a chair from its first meeting until May 2021. After May 2021 the chair will be appointed for a 2-year period. This is designed to avoid conflicts with local election patterns and to allow some continuity for membership of the panel.

23. The Chair has the following duties:
- a) To have a holistic view of performance for the whole Region and to act on behalf of the Region;
  - b) To work with the AW Service Director to develop an Annual Work Programme for the panel, having regard to the advice of support officers
  - c) To set the Agendas for meetings, having regard to the advice of the AW Service Director and of support officers;
  - d) To ensure that the panel's annual report is presented to each relevant committee for each local authority, or delegate representation to another member of the panel where required;
  - e) To facilitate the smooth running of each meeting;
  - f) To ensure that Members of the Panel have an equal voice and an opportunity to discuss and debate items of interest;
  - g) To ascertain the sense of the meeting and ensure realistic recommendations are developed;
  - h) To resolve any dispute in meetings through the exercise of his/her powers;
  - i) To lead the panel in its role as critical friend; and
  - j) To be a champion for the scrutiny role.
24. Quorum: the meeting will require three members, at least two being non-executive councillors, to be attending the meeting, either physically or remotely (online or by phone), to be quorate.



25. Attendance: non-executive councillors are expected to attend, either physically or remotely, all meetings of the panel. Issues with attendance will be reported to the AW Board and the relevant Committee.
26. Voting rights: only non-executive councillors will have voting rights; however, it will be at the chairman's discretion to invite all members of the panel to express their views and opinions on a decision or recommendation being put to a vote.

### Meetings of the AW Joint Scrutiny Panel

27. The Joint Scrutiny Panel will meet no less than four times a year and no more than six times a year, unless an additional meeting is either requested by the AW Board to undertake a specific scrutiny exercise or under exceptional circumstances as requested by at least three members (two of which must be elected councillors) of the Joint Scrutiny Panel.
28. Meetings will be set on a pattern taking into accounts the meetings of AW Board and at a day and time to suit members of the panel and will be reviewed on a yearly basis; or following significant membership changes.
29. Meetings format: Members of the panel would be expected to attend pre-meeting briefings (usually 30minutes to 1 hour – just before the meeting), meetings (usually 1.5 to 2 hours) then “wash-up” sessions (usually 30 minutes – straight after the meeting).
30. Meetings can be attended either in person or remotely (online / telephone) to take into account the geographical distances between members of the panel. However, one meeting a year will be set to be attended in person by all members of the panel.

### Witnesses

31. The panel will identify the areas it wishes to scrutinise and will request the Service Director (or any officer the Service Director delegates this role to) to identify relevant witnesses and arrange their attendance.
32. The panel can operate flexibly, taking any approach it considers necessary to inform its deliberations, including:
- a. Meeting with members and officers
  - b. Meeting with external agencies, interest groups and service users
  - c. Considering existing evidence e.g. performance reports
  - d. Gathering new evidence e.g. through surveys, site visits or research \*\*\*
  - e. Undertaking or commissioning analysis \*\*\*
  - f. Visiting relevant sites or organisations \*\*\*
  - g. Learning from other local authorities and areas

\*\*\* It should be noted that financial agreement may have to be sought from the local authorities prior to undertaking d, e or f listed above.

## **Agendas and minutes for the AW Joint Scrutiny Panel**

33. Agendas and minutes for the AW Joint Scrutiny Panel will be supported by Wiltshire Council's Overview and Scrutiny team and accessible to all members of the Joint Scrutiny Panel.
34. Agendas and minutes will also be circulated directly to the members of the panel and any witness presenting evidence at the meeting.

## **Closed meeting and confidentiality**

35. To ensure a full and frank discussion of the issues and evidence, the meetings of the panel will not be public meetings. On occasion, the panel may have a specific reason for holding an open meeting, for example to enable wider consultation with interested members of the public. This would have to be a decision made by the panel.
36. Members of the Panel are required to respect confidentiality of specific topics discussed at the meeting as well as the confidentiality of the agendas and minutes for the meetings of the panel.
37. However, the Annual report from the panel will be a public document and considered in public forums.

## **Reporting and Monitoring**

38. The Joint Scrutiny Panel reports directly to the AW Board. The AW board will monitor the efficiency of the Joint Scrutiny Panel, including through its annual report.
39. The panel's annual report will also be presented to the relevant Overview and Scrutiny Committee (or any other Committee the local authority has chosen to review the work of the panel) for the six local authorities by its elected councillor representative on the Joint Scrutiny Panel and, if required, its officer representative on the AW Board.

## **Review of the Joint Scrutiny Panel**

40. At a minimum the terms of reference will be reviewed annually to ensure that they remain aligned with government policy around accountability and transparency and OFSTED guidance.
41. These may be reviewed sooner, either at the AW Board or Panel's request, should there be significant changes to government policy, recommendations from an OFSTED inspection or if the Terms of References set are preventing the Joint Scrutiny Panel from fulfilling its purpose.
42. Any proposed changes to the Terms of Reference will also be presented to the six local authorities' relevant Overview and Scrutiny Committee, or any

other Committee the local authority has chosen to review the work of the panel, for consideration.

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## Appendix 2 - Split of responsibilities between the Regional Adoption Agency and a Local Authority

Function	Regional Adoption Agency	Local Authority
<b>RECRUITMENT AND ASSESSMENT</b>		
Marketing and Recruitment Strategy	✓	
Adopter Recruitment and Enquiries	✓	
Assessment of Prospective Adopters – all Stage One and Stage Two functions	✓	
Completion of Prospective Adopter Report	✓	
Agency Decision Maker for approval of adopters		✓
Post approval training	✓	
Matching	✓	
Post Placement training for Prospective Adopters	✓	
<b>PERMANENCE PLANNING</b>		
Early identification of a child possibly requiring adoption		✓
Tracking and monitoring the child possibly requiring adoption	✓	✓
Support and advice to childcare social worker on the adoption process	✓	✓
Sibling or other specialist assessments		✓
Direct work to prepare child prior to placement	✓	
Preparation of the Child Permanence Report		✓
Agency Decision Maker for “Should be placed for Adoption” decisions		✓
Case management for the child		✓
<b>MATCHING AND PLACEMENT</b>		
Family finding	✓	
Looked After Child reviews	✓	✓
Shortlist and visit potential families	✓	
Organising child information meeting	✓	
Ongoing direct work to prepare child prior to placement		✓

Adoption Panel administration and management	✓	
Agency adviser role	✓	
Agency Decision Maker for Matching prospective adopters and child		✓
Placement Planning meeting administration and management of introductions	✓	
Support to family post placement and planning and delivery of adoption support	✓	
Ongoing life story work and preparation of Life story book		✓
Statutory visits pre adoption order and Early Permanence		✓
Independent Review Officer monitoring of quality of child's care and care plan		✓
Support prospective adopters in preparation and submission of application for Adoption Order – including attending at court	✓	
Preparation of later life letter		✓
<b>NON-AGENCY ADOPTIONS</b>		
Partner adoption (Step Parent) assessments	✓	
Intercountry adoption assessments and post approval and post order support	✓	
<b>ADOPTION SUPPORT SERVICES</b>		
Assessment for adoption or special support	✓	
Developing and delivering adoption and support plans	✓	
Management and administration of all aspects of the Adoption Support Fund	✓	
Adoption support delivery including: <ul style="list-style-type: none"> <li>• Support groups</li> <li>• Social events</li> <li>• Post adoption training</li> <li>• Independent Birth Relative services</li> <li>• Management and support of ongoing birth relative contact (letterbox and direct)</li> <li>• Specialist Life Story practitioners</li> <li>• Adoption counselling and training</li> </ul>	✓	

Appendix 3 - Adoption West Joint Scrutiny Panel Forward Work Programme

2020-21	Topic	Witnesses / presenter
<b>Wednesday 4 November</b>	<p><b>BRIEFING</b> – Adoption UK’s Adopter Advisory Board (AAB)</p> <p>What / who is AAB and its relationship with Adoption West (conduit for communication, monitoring of services from a “customer” perspective, etc.).</p>	AAB’s chair (who attends AW Board Meetings to feedback)
	<p>Key Performance Indicators</p> <ul style="list-style-type: none"> <li>- Review reports that have been received by each LAs in the past 2 to 3 years and the KPIs in these (this should also identify statistical neighbours);</li> <li>- Review what can be provided by CHARMS (software);</li> <li>- DfE scorecards;</li> <li>- How are other RAAs reporting performance;</li> </ul>	
<b>Wednesday 20 January</b>	<p><b>BRIEFING:</b> AUK adoption Barometer (personal / emotional – case studies and quotes)</p> <p>AUK – Covid emergency scheme report</p>	
Page 71	Funding arrangements – outcome of review as undertaken for the Board	
	Adoption West – 6 months report (April to September)	
	Amended Terms of Reference (membership to include chair of the AAB as non-voting member of the panel)	
	Annual report for the AW Joint Scrutiny Panel	
<b>Wednesday 17 March</b>	<p><b>BRIEFING</b> – internal.</p> <p>Animation – adoption from a young person’s experience (AW website)</p>	
	<p>Develop knowledge of the AW adoption panels (e.g. approval of adopters, matching, etc.)</p> <ul style="list-style-type: none"> <li>- Membership of the panels</li> <li>- Adoption Panel Six Monthly Report (including quality assurance)</li> </ul>	an adviser to explain the work of the panel, and

		a panel member to talk about experience.
	<p>Recruitment of adopters / adopter sufficiency (Q3 data)</p> <ul style="list-style-type: none"> <li>- feedback and “lessons learnt” from national campaign (currently planned for September 2020);</li> <li>- current number of adopters for AW and “anticipated demand”</li> <li>- how AW does recruit and assess potential adopting families, and how the “supply” matches “demand”.</li> </ul>	
	<p>Service / Covid-19 update</p> <p>To receive a verbal update on work under current restrictions (and impact) but also plans for “recovery” - including areas considered for changes in ways of working (e.g. better use of technology, virtual meetings avoiding the need for childcare, etc.) and aspirations for Adoption West for the year ahead.</p>	
	<p>Review the work of the joint scrutiny panel – lessons learnt and legacy (pre 2021 elections)</p> <p>Finalise annual report</p>	n/a
Page 72 2021-22		
Wednesday 14 July 2021	<b>BRIEFING</b> – Adoption from an adopter’s perspective - focusing on adoption support	Adopters
	Meet the chairman of the Adoption West board	
<b>NB</b> – to remain single substantive item to allow time for consideration	<p><b>Adoption support</b> - delving deeper into what is meant by “Adoption Support” and develop understanding of the ASF (Adoption Support Fund)</p> <p>Regarding the ASF:</p> <ul style="list-style-type: none"> <li>- Process to apply (including criteria / what can be applied for)</li> <li>- Issues raised by adopters and Adoption Agencies regarding year-on-year funding</li> <li>- Adoption UK’s review of the covid emergency scheme (and any update from government since)</li> </ul> <p>regarding support:</p>	



	<ul style="list-style-type: none"> <li>- National blueprint for adoption support – how does AW compare (internal review taking place from February 2021)</li> <li>- Is there any support that is mandatory?</li> <li>- Overall support offered by AW showing universal support / on-demand</li> <li>- Funding of support (and monitoring of spend and efficiency)</li> <li>- Evaluation of need – how are adoptive families consulted / any other evaluation</li> <li>- The development of “early support” (priority for AW mentioned at the May 2020 meeting)</li> </ul>	
	Adoption West - 6 months report (October to March)	
Wednesday 13 October 2021	<b>BRIEFING</b> – adoption from an adopter’s perspective – focusing on the process to become an adopter.	Adopters
Page 73	<p>Adoption process The adoption process for the child (from a child being identified as “at risk”, being removed, being in care, etc. all the way to the adoption order). If possible, a diagram showing the process and the different decision-making stages (and decision makers).</p> <ul style="list-style-type: none"> <li>- AW’s animation “I am Tia”</li> </ul> <p>The adoption process for adopters – expanding on something like this <a href="https://www.first4adoption.org.uk/the-adoption-process/">https://www.first4adoption.org.uk/the-adoption-process/</a></p>	Adoption social worker / Legal Services
	Adoption UK Barometer 2021 (should be published in September) NB focus on support for adolescent and young adults (key issue from Adoption Barometer 2020 as identified at January 2021 meeting)	Adoption UK rep?
	Update / progress on the AW development plan [NB may be superseded by update on chosen KPIs]	
Wednesday 12 January 2022	<b>BRIEFING</b> - tbc	
	Evaluation of RAAs – should come out September / November 2021 Already 4 reports published as at 01.03.2021 DfE - <a href="#">Evaluation of regional adoption agencies - GOV.UK (www.gov.uk)</a>	
	Adoption West – long term vision (may be in 6 months report) Permanency planning – progress and plans	
	Annual review of terms of reference (last reviewed 20 January 2021)	

	Update on arrangements / work to date with all 6 local authorities to “co-ordinate” reporting on adoption	
	Review the scrutiny panel’s annual report (DRAFT)  For each member of the panel to consult with his / her overview and scrutiny committee on the draft report	
	Adoption West – 6 months report (April to September)	
Wednesday 13 April 2022	<b>BRIEFING -</b>	
Page 74	Annual review - Recruitment of adopters / adopter sufficiency <ul style="list-style-type: none"> <li>- current number of adopters for AW and “anticipated demand” - Quarter x Data</li> <li>- AW performance in recruitment of adopters compared to national (CoramI stats)</li> <li>- how the “supply” matches “demand” (e.g. sibling adopters, older child adopter, BME adopter, etc.)</li> <li>- how AW currently advertises / recruits adopters (key “selling points” for adopters to sign up with AW rather than other RAA or VAA)</li> <li>- AW compliance with national requirement / targets for processing of adopters’ applications + matching + etc. (all scorecard data linked to adopters)</li> <li>- feedback and “lessons learnt” from any national campaign / drive to recruit adopters</li> </ul>	
	Finalise scrutiny panel’s annual report	

**Repeat items:**

January / February: annual review of terms of reference

February / March / April: produce the panel’s annual report (to be presented in / around May in conjunction with AW’s annual report and LAs performance reports)

June / July: Adoption West – 6 months report (October to March), produced in May

December / January: Adoption West – 6 months report (April to September), produced in November

**Wiltshire Council**

**Children's Select Committee**

**8 June 2021**

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## **Overview and Scrutiny work priorities and approach:**

### **Recommendations from the 2017-21 council**

#### **Purpose**

1. To report relevant topics on the single overview and scrutiny (OS) forward work programme as agreed by the OS Management Committee at its meeting on 25 May 2021. (The OS Management Committee co-ordinates the overview and scrutiny forward work programme).
2. To report the task group and panel activity of the previous Children's Select Committee (CSC) and re-establish those task groups and panel and appoint memberships as appropriate.
3. To report the next steps for developing this Committee's section of the single OS forward work programme.

#### **Background**

4. An opportunity for Overview and Scrutiny (OS) to review its activity during the outgoing council is an established part of its learning and improvement journey. This "legacy process" allows for consideration of OS's approach and key work priorities for the future. In March 2021, the Management Committee, following dialogue with the CSC, agreed a report that highlighted:
  - a) The key pieces of OS work undertaken during the 2017-21 council;
  - b) The work priorities to be recommended for inclusion on the OS work programme during the 2021-25 council;
  - c) In terms of the approach OS takes, key strengths and improvement areas for OS to reflect on under the 2021-25 council.
5. This report presents the results of that process for the new CSC to consider.

#### **Overview and Scrutiny forward work programme**

6. The topics recommended by the previous Management Committee for further work by CSC are listed in **Appendix 1**. The new CSC is invited to consider their inclusion, as well as potential additional topics, within a new OS work programme.

7. To use OS's resources most effectively, the committee's work programme should primarily be aligned to the council's strategic priorities. The Management Committee has therefore supported early discussions between select committee chairs/vice-chairs with the Executive and directors to gain a more informed understanding about key priorities and projects. This will be vital to deliver a focused, relevant and effective work programme.
8. The OS work programme should also provide space for further topics raised by the select committees and non-executive councillors and requested by the Executive and Full Council. It is also important that OS is outward facing in terms of seeking and understanding the views of customers, partners and stakeholders.
9. The OS work programme should be viewed as a live document that is constantly reviewed and updated. It will be reported to every meeting of the Management Committee and relevant sections to every meeting of the other select committees. The Management Committee will be mindful of the capacity of councillors and officer resource when determining its work programme.
10. At the beginning of this council term, the CSC is asked to note council's agreed OS core values:
  - Mature and harmonious working relationships
  - OS should be an integral part of decision-making
  - OS should add value to decision-making and focus on the big, important matters
  - A "two-way street" for communication
  - Responsible behaviour and sound practices based on evidence
  - All councillors and officers should work together.

### **Children's Select task groups**

11. The Committee may wish to appoint or re-appoint members to those activities it decides should continue or commence. As vacancies have arisen following the elections, the Committee may wish to simply re-appoint those members who remain on the Council subject to their wish to continue and authorise the chair and vice-chair to fill any vacancies following expressions of interest. Proposed and new task groups are listed below:
  - **Adoption West Joint Scrutiny Panel** (to continue the work of this external scrutiny panel).
  - **Children & Adolescent Mental Health Services (CAMHS) task group** (to reconvene this task group).
  - **Whole Life Pathway task group** (approved in March 2020 but deferred due to Covid-19).

## Overview and Scrutiny's approach

12. In March 2021, the previous Management Committee, supported by its other committees, highlighted the following as key strengths of Wiltshire OS during 2017-21:

- a) Positive OS-Executive working relationships
- b) In general, good opportunities to influence policy at an early stage
- c) An apolitical and collaborative culture
- d) Focused on the council's key priorities
- e) An appropriate balance of proactive-reactive OS (with few "call-ins")
- f) Willingness and support from officers across the council
- g) Dedicated scrutiny officer resource
- h) Information briefings to inform and educate councillors, as a complement to OS meetings
- i) Particularly valuable work undertaken by OS task groups
- j) Positive engagement with a variety of partners
- k) Efficient and effective engagement on the COVID-19 response when a streamlined OS model was necessary

The following were identified as approaches that OS could develop further:

- a) Be more proactive in identifying and pursuing work priorities beyond the Cabinet forward work programme
- b) Reintroduce regular liaison between OS chairmen/vice-chairmen and their Executive counterparts to support OS work planning
- c) More regular liaison between all OS chairmen and vice-chairmen, focusing on oversight and continuous improvement
- d) Give greater profile to financial and corporate scrutiny
- e) Seek more opportunities to influence policy at an early stage
- f) Continue to make efficient use of virtual meetings for task groups, rapid scrutiny exercises and briefings, etc.
- g) Continue to aim for committee agendas focused on priority areas, delivering sub-2-hour meetings where possible
- h) Undertake more liaison with MPs on local issues with a national component
- i) Increase public awareness of, and engagement in, OS work
- j) Make better use of councillors' diverse knowledge and experience
- k) Maximise the number of non-executive councillors participating in OS, taking the post-election induction as an opportunity to promote OS
- l) Expand the use of information briefings, taking advantage of remote meeting technology to arrange these flexibly, having discussed the most appropriate topics with Executive, officer and partner colleagues
- m) Refine the process for OS task groups jointly established by two or more select committees

13. The new Select Committees will naturally want to consider the areas highlighted above alongside their own experiences of OS as work begins in the new council. There will be further opportunities to evaluate OS's approach and impact, including discussions with the Executive and key partners (reflecting the two-way nature of OS), with this process being led by the Chair and Vice-chair of the Management Committee in partnership with the other select committees.
14. The Children's Select Committee had also identified some areas for good practice that the new committee may wish to implement. These are detailed in Appendix 2.

### **Next Steps**

15. The Children's Select Committee will have appointed its Chair and Vice-chair at today's meeting. This will provide leadership and, as outlined above, allow for initial meetings to be arranged with Executive members and directors in order to gain common understanding and support over priorities in the work programme.

### **Recommendations**

1. To note this council's agreed core values for its OS function.
2. To note OS's key strengths and development areas as highlighted by the previous council and Management Committee's resolution to include these in any review of OS's approach and effectiveness in the new council.
3. To note the forward work programme (*Appendix 1*) agreed by Management Committee, delegating authority to the Chair and Vice-chair to develop this further (including the timing of activities), with proposals brought back to Committee.
4. To support early discussion between the Chair and Vice-Chair with Cabinet members, portfolio-holders and directors to gain a more informed understanding about Executive priorities, with outcomes reported back to Committee.
5. To note this committee's task group/panel structure at the conclusion of the previous Management Committee as follows:
  - Adoption West Panel
  - Children & Adolescent Mental Health Services (CAMHS) Task Group
6. To approve continuation of the above task groups/panels and memberships, and to authorise the Chair and Vice-chair to name councillors to fill vacancies on these and other ad hoc activities following an opportunity for expressions of interest from all non-executive councillors.

7. To delegate authority to Chair/Vice-chair to agree with their counterparts in the Health Select Committee a date to commence the work of the Joint Whole Life Pathway task group, as approved in March 2020 and endorsed by the Management Committee in May 2021;
8. To agree the areas of Good Practice (*Appendix 2*) the committee wishes to implement and delegate authority to Chair/Vice-Chair to develop and dovetail these with the forward work programme.

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Henry Powell, Democracy Manager (Scrutiny) (and Designated Scrutiny Officer),  
01225 718052, [henry.powell@wiltshire.gov.uk](mailto:henry.powell@wiltshire.gov.uk)

Report author: Ceri Williams, Senior Scrutiny Officer, 01225 713704,  
[Ceri.Williams@Wiltshire.gov.uk](mailto:Ceri.Williams@Wiltshire.gov.uk)

## **Appendices**

- Appendix 1 Work areas recommended for further scrutiny by Management Committee
- Appendix 2 Areas of Good Practice identified by the previous Children's Select Committee

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**Appendix 1 – Recommended ongoing Overview and Scrutiny (OS) work under the new Council (and suggested format)**

<b>Children’s Select Committee (CSC) - overview and scrutiny work programme</b>			
<b>Suggested format: Meeting for the Chair and Vice-Chair</b> (meetings / communication with Chair and Vice-Chair of other committees or bodies, relevant officers and Executive members)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>Young Carers in Wiltshire</b>	tbc	That the Chair and Vice-Chair meet with relevant officers to review the scope of a potential task group or rapid scrutiny – to consider how to best promote the service and ensure that Young Carers and their families access the support on offer.	Agreed - 21 January 2020 CSC meeting (but did not take place due to Covid-19)
<b>Forward work planning - engage with respective Chair and Vice-Chair</b>	Annual	<ul style="list-style-type: none"> <li>• Corporate Parenting Panel;</li> <li>• Schools Forum;</li> <li>• Health Select Committee;</li> <li>• Safeguarding Vulnerable People Partnership (SVPP);</li> <li>• FACT programme boards;</li> <li>• SEND Local Area Board;</li> <li>• Wiltshire Council’s Health and Wellbeing Board.</li> </ul>	To strengthen joined-up working.
<b>Embedding the voice of children and young people</b>	Annual	Meet with the young people who form the Wiltshire Youth Union (WYU), which includes Children in Care Council (CiCC), Members of the Youth Parliament (MYP’s), and the Care Leavers Forum – this may be arranged by the Youth Voice team – to understand their priorities and key concerns for the year ahead. This would also be an opportunity to review ways of working to ensure that there is a good level of communication between CSC and WYU.	To strengthen joined-up working.
<b>Budget</b>	January / February	Meet / communicate with the Chair and Vice-Chair of Schools Forum (alternatively attend Schools Forum meeting) to discuss the budget.	To strengthen joined-up working.

<b>Children's Select Committee (CSC) - overview and scrutiny work programme</b>			
<b>Suggested format: Information Briefings</b> (Information briefings held prior to meetings where the information is of use to members, but no formal resolutions are needed, to provide members with useful information to develop their knowledge and understanding of Children's Services, underpinning the work of the committee. Some briefings may be set in the hour before a committee meeting)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>School Funding</b>	January	To have a pre-meeting briefing on school funding ahead of council's budget setting (typically February).	Agreed - 10 March 2020 CSC meeting
<b>FACT (Families and Children Transformation Programme) – the journey so far</b>		To receive information on the FACT programme including: <ul style="list-style-type: none"> <li>• a 3 to 5 years plan or roadmap showing the FACT programme's journey to date (including its original objectives),</li> <li>• the current aims and objectives of FACT (at the time the committee will receive the briefing),</li> <li>• and how the council is planning to deliver these.</li> </ul> <p><b>NB</b> This briefing would underpin the work of the proposed task group.</p>	To develop the committee's understanding of services
<b>MASH and early support</b>		To organise a briefing for members on the MASH / early support (may include tour of the MASH)	Agreed - 10 March 2020 CSC meeting (FACT update)
<b>School Improvement Programme</b>		To organise a briefing for members on the school improvement programme. <b>NB</b> – linked to agenda item	Agreed - 10 March 2020 CSC meeting (Schools Ofsted judgments)
<b>SEND provision</b>		To understand SEND and provision by the council (including awareness of funding). <b>NB</b> This briefing would underpin future scrutiny work (rapid scrutiny) on SEND provision and High Needs block funding.	To develop the committee's understanding of services

<b>Children's Select Committee (CSC) - overview and scrutiny work programme</b>			
<b>Suggested format: Information Briefings</b> (Information briefings held prior to meetings where the information is of use to members, but no formal resolutions are needed, to provide members with useful information to develop their knowledge and understanding of Children's Services, underpinning the work of the committee. Some briefings may be set in the hour before a committee meeting)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>Demand modelling for Children in Care</b>		To understand the process followed for demand modelling for Children in Care. Could also include information on the different options for accommodation for children in care To enable the committee to understand the key factors that may lead to families' breakdown and where the council could consider early intervention / support.	Briefing to Chair and Vice-Chair on CPP report, Monday 5 October 2020.
<b>Local Authority's (LA) statutory responsibilities linked to schools</b>		To establish the activities and areas linked to schools which are still statutory responsibilities of the LA and determine the best format the LA's performance in these areas should be reported to the CSC.  This could include: <ul style="list-style-type: none"> <li>• Safeguarding (support and responsibilities)</li> <li>• SEND (support and responsibilities)</li> <li>• Specialist Schools and Specialist Units overseen by the LA (i.e. Rowderford School, developments in Salisbury &amp; Exeter House, Hearing Impaired Unit Salisbury, ARK Resource Base Amesbury and others etc), and SEND provision contracted out</li> <li>• Traded services for schools</li> <li>• School building programme</li> </ul> Virtual school, etc.	To ensure that the committee receives information that enables it to monitor the council's performance, where appropriate
<b>Employment and apprenticeship</b>		To receive information on:	To develop the committee's understanding of demand

<b>Children's Select Committee (CSC) - overview and scrutiny work programme</b>			
<b>Suggested format: Information Briefings</b> (Information briefings held prior to meetings where the information is of use to members, but no formal resolutions are needed, to provide members with useful information to develop their knowledge and understanding of Children's Services, underpinning the work of the committee. Some briefings may be set in the hour before a committee meeting)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
		<ul style="list-style-type: none"> <li>• NEET (not in education, employment or training) numbers in Wiltshire – including national figures for comparison (<a href="#">ons</a>)</li> <li>• Take up / outcome of the NEET government scheme in Wiltshire and nationally</li> <li>• Current number of apprentices in Wiltshire and schemes in place, including Wiltshire Council</li> </ul> <p>Services in place / support available in Wiltshire to help young people move towards work, education or training e.g. Wiltshire Council's Employment and Skills (<a href="#">Work Wiltshire</a>), programmes such as <a href="#">Building Bridges</a>, etc.</p>	/ needs / provision in the county
<b>Alternative Educational Provision</b>		<p>To receive information on processes followed and options available in Wiltshire, including information on the Service Level Agreement for funding delegated to secondary schools to support learners at risk of exclusion.</p> <p><b>NB</b> – timely to link with agenda item - annual data set on Children Missing out on Education</p>	Agreed - 5 March 2019 CSC meeting
<b>Five to Thrive (training programme)</b>		To better understand the programme, including an update on "take-up" and outcomes (Public Health).	Agreed - 10 March 2020 CSC meeting (FACT update)
<b>Virtual schools</b>		Virtual Schools update following change of leadership and ways of working (and budget reduction) – information about the service and its work.	To develop the committee's understanding of services

**Children’s Select Committee (CSC) - overview and scrutiny work programme**

**Suggested format: Information Briefings** (Information briefings held prior to meetings where the information is of use to members, but no formal resolutions are needed, to provide members with useful information to develop their knowledge and understanding of Children’s Services, underpinning the work of the committee. Some briefings may be set in the hour before a committee meeting)

Topic / activity	Date	Brief Explanation	Reason for Inclusion
<b>Family Learning Service</b>		To raise awareness of the service and the support it offers to families	Agreed – 2 March 2021 CSC meeting

<b>Children's Select Committee - overview and scrutiny work programme</b>			
<b>Suggested format: Rapid Scrutiny</b> (rapid scrutiny exercises involve small groups of non-executive members (a minimum of 3) reviewing a single issue and usually meeting only once)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>Housing - provision of accommodation for young people at transition time</b>		To consider how effective the council is at meeting housing needs (including availability of choice and location) for young people at transition time (e.g. Care Leavers or SEND "aging out" of existing provision).	Agreed - 12 November 2019 CSC meeting (OS / Executive meeting 2019-20).
<b>SEND provision</b>		To develop Data sets for future reporting to the committee on SEND provision / performance.	As discussed by the CSC on numerous occasions.
<b>High needs block funding</b>		To review the current processes and explore whether there would be value added in establishing a task group to consider options to manage pressures on high needs block budget whilst providing the most appropriate support at the earliest opportunity.	Budget briefing for the Chair and Vice-Chair
<b>Health Outcomes and meeting health needs</b>		<p>To explore how the council can best scrutinise what partners (and providers) are doing to provide health outcomes for Wiltshire children, this would include establishing what the current scrutiny by the council is (including information on the current and planned work on this topic of the Safeguarding Vulnerable People Partnership). Please see further information in the <a href="#">report</a> (Agenda item 92, paragraphs 25 to 28 refer)</p> <p>This could also include reviewing the promotion and support offered for healthy eating, which could potentially help to address both childhood and adult obesity.</p> <p>To ensure that families have access to help or support to be able to produce healthy, nutritious food for their families within a limited budget (explore options such as lottery funded six-weeks cookery programmes, etc. which could be developed further).</p>	<p>Agreed - 12 November 2019 CSC meeting (OS / Executive meeting 2019-20).</p> <p>To enable children to have a healthy balanced diet could have enormous benefits for their future.</p>

<b>Children's Select Committee - overview and scrutiny work programme</b>			
<b>Suggested format: Task Groups</b> (small working groups of non-executive members, established by overview and scrutiny committees to review specific issues and service areas and submit recommendations to the executive on how they could be improved.)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>Disadvantaged / vulnerable Learners</b>		<p>Whilst Wiltshire has a relatively low number of disadvantaged learners, they are largely underperforming compared to regional and national levels.</p> <p>To be informed of the council's current work and aspirations. To identify the reason(s) for the higher underperforming than regional and national levels To explore solutions to raise performance levels, based on best practice across the country.</p>	Approved by Overview and Scrutiny Management Committee (OSMC) 17 March 2020 (did not start due to Covid-19)
<b>Whole Life pathway – joint task group with the Health Select Committee (HSC)</b>		<p>The whole life pathway is a workstream under the FACT (Families and Children's Transformation) programme to transform support and services for people with a range of complex needs across Wiltshire, which has led to substantial changes. The aim of the workstream is to co-produce <b>whole life</b> services for a range of needs, building resilience with individuals, families and communities and reaching stability</p> <p>Aim: To review the impact of the whole-life pathway for the primary individual (child) - CSC lead To review the holistic impact of this change for the whole family (as both the primary individual and family members age and have changing needs) – HSC lead To assess the implications for all services involved in the whole-life pathway (cultural changes, reassessment of criteria / thresholds, finance / budget, etc.)</p>	Approved by OSMC 17 March 2020 (did not start due to Covid-19)

<b>Children's Select Committee - overview and scrutiny work programme</b>			
<b>Suggested format: Task Groups</b> (small working groups of non-executive members, established by overview and scrutiny committees to review specific issues and service areas and submit recommendations to the executive on how they could be improved.)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>In-house foster carers</b>		<p>To review how the Fostering Excellence project is / will be addressing the issues identified in <a href="#">report to CSC</a> on 10 March;</p> <p>To identify:</p> <ul style="list-style-type: none"> <li>• how the effectiveness of the Fostering Excellence project will be measured and reported;</li> <li>• how the benefits to children in care being placed with in-house carers (receiving enhanced training / support as part of Fostering Excellence) will be measured and reported;</li> <li>• best practice across the country for recruitment and retention of in-house foster carers, as well for anticipating demand (needs / demand modelling)</li> </ul>	Approved by OSMC 17 March 2020 (did not start due to Covid-19)
<b>Children and Adolescent Mental Health Services (CAMHS) Task Group</b>		<p>To reconvene the task group to consider the impact of Covid-19 on CAMHS and the link between CAMHS and the private and voluntary sector.</p> <p><b>Consider adding to the terms of reference:</b>  Adequacy of Mental Health provision available in Wiltshire including support offered / service delivered by CAMHS (demand / waiting time / threshold, etc.) and development to the service (including single point of contact), the launch of the Wiltshire Early Mental Health Service run by Barnardo's (on your mind), and plans to co-ordinate training for schools based on the DfE programme.  Demand / need modelling – could pressure on demand lead to very high threshold to access services?</p>	<p>Health Select Committee - 12 January 2021 (reported to CSC on 19 January 2021)</p> <p>Informal CSC meetings September and November 2020</p> <p>CSC – 2 March 2021 – recommending that this takes place as soon as possible</p>



<b>Children's Select Committee - overview and scrutiny work programme</b>			
<b>Suggested format: Task Groups</b> (small working groups of non-executive members, established by overview and scrutiny committees to review specific issues and service areas and submit recommendations to the executive on how they could be improved.)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>Families and Children's Transformation (FACT)</b>		<p>To scrutinise the impact and effectiveness of the FACT programme, whilst ensuring that the voice of the child is embedded in the FACT programme.</p> <p>Areas to focus on (based on the debate and areas for continuing improvement that were highlighted in the report) are detailed in the minutes of the CSC meeting on 19 January 2021.</p> <p><b>NB</b> – a briefing for the committee on the “journey so far” for FACT to take place first.</p>	Agreed – 19 January 2021 CSC
<b>Youth provision and youth service funding</b>		<p><b>Area Board youth service funding</b></p> <p>To understand what the differences are (and why) in allocating youth funding and to determine whether the eligibility criteria and assessment / approval process are still relevant (where possible compare with other local authorities) and ensure clear “best practice” / guidelines.</p> <p><b>Youth Provision – gap analysis</b></p> <p>To consider the outcome of the Youth provision gap analysis undertaken (referred to in the Covid-19 update to Cabinet, 1 December 2020) and establish whether further scrutiny (e.g. task group) would be beneficial to ensure that demand / needs are met where possible and also that people are aware of the provision (effective promotion).</p> <p><b>NB</b> link with Youth Voice team's work</p>	<p>To develop consistency across the 18 area boards in terms of allocating youth funding and eligibility criteria.</p> <p>Agreed by OSMC 17 March 2020 Informal meeting 25 November 2020</p> <p>2 March 2021 CSC meeting</p>

**Children's Select Committee - overview and scrutiny work programme**

**Suggested format: Task Groups** (small working groups of non-executive members, established by overview and scrutiny committees to review specific issues and service areas and submit recommendations to the executive on how they could be improved.)

Topic / activity	Date	Brief Explanation	Reason for Inclusion
<b>Access to Post-16 education</b>		To establish a clear picture of post-16 education provision available to young people in Wiltshire and availability of / options for transport to access that provision. <b>NB</b> – may link to follow up work from the Youth Transport Task Group's final report	

<b>Children's Select Committee - overview and scrutiny work programme</b>			
<b>Suggested format: Select Committee items</b> (agenda item)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>DfE Changes - Update from Department for Education</b>	Standing Item	<p>A report presenting an update on developments relating to children's services arising from the Department for Education.</p> <p><b>NB</b> Increasing concerns from pupils expecting to take exams (with access to education having been impacted by the Covid-19 pandemic) – keep an eye on guidance issued.</p>	To keep the committee informed of national changes and their potential impact for the council.
<b>School Ofsted Judgements</b>	Standing Item	A report which includes information regarding the most recent Ofsted Inspection reports. It will provide an ongoing view of the effectiveness of schools as seen by Ofsted Inspection.	To keep the committee informed of "trends".
<b>Update from Wiltshire Youth Voice</b>	Standing Item	<p>Regular update reports (written or verbal), including update on the implementation of the action plan (see below).</p> <p><b>NB</b> – to present the action plan for the Youth Voice Team (including milestones) at one meeting, including:</p> <ul style="list-style-type: none"> <li>- which young people are being reached (and how, e.g. via schools);</li> <li>- what is the target we would like to reach (which young people and "how many");</li> <li>- the "vision" for the relationship between the council and young people.</li> </ul> <p><b>NB</b> – for the committee to consider an evaluation of the Youth Consultant role</p>	<p>To continue closer working with Wiltshire's young people.</p> <p>As agreed CSC 2 March 2021</p>

<b>Children's Select Committee - overview and scrutiny work programme</b>			
<b>Suggested format: Select Committee items</b> (agenda item)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>Covid-19 response / recovery</b>	Standing item (whilst relevant)	To receive update on the council's demand modelling, and capacity to meet that demand with regards to Children's Services, including Support for schools, throughout the Covid-19 pandemic and lockdowns, and support for recovery provision and a review of that support (e.g. take up and impact).	To ensure that there
<b>Corporate Parenting Panel</b>	Annual item (twice)	To continue receiving annual reports from the panel: - March (brief update) - October / November (annual report)	Committee requirement to receive these reports.
<b>Performance monitoring report</b>	January and June	To receive performance monitoring reports on the overall service, likely to be June (to consider the year-end data from the previous year) then January meetings.	As approved at CSC on 12 November 2019 (OS/executive meeting outcome)
<b>Early Years and Childcare Standards Report</b>	Annual item	To receive a report detailing local authority standards for early years and pre-school provision including sufficiency (which is a statutory duty), pupil outcomes and Ofsted grades.  Including in 2021-22:  a. Outcome of campaign to promote childcare as an attractive offer to those who are looking for an alternative career – launched by Wiltshire Council in April 2021  b. update on the implementation of the SWAP (sector-based Work Academy Programme) course, developed with Jobcentre Plus and Family and Community Learning  c. update on the county-wide action plan (paragraph 38 of the report refers), latest timescale being July 2021	Monitoring of statutory duty of the council.  As agreed at CSC 2 March 2021

<b>Children's Select Committee - overview and scrutiny work programme</b>			
<b>Suggested format: Select Committee items</b> (agenda item)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
		d. update on the work with schools regarding "wrap-around care" for school age children	
<b>Elective Home Education (including SEND)</b>	Annual item	To receive dataset and policy on Elective Home Education (EHE), including children with SEND including: <ul style="list-style-type: none"> <li>(if possible) data from previous year(s) to highlight any trends as a consequence of the Covid-19 pandemic;</li> <li>Information on the council's responsibilities and how the council can monitor effectiveness of EHE.</li> </ul>	As agreed 5 March 2019 CSC (delayed due to Covid-19)  Annual dataset as agreed 4 September 2018 CSC
<b>Children Missing Out on Education / Children Missing Education</b>	Annual item	To receive dataset and policy on Children Missing Out on Education / Children Missing Education  <b>NB</b> – may be timely to link to information briefing on Alternative Educational Provision	Annual dataset as agreed 4 September 2018 CSC
<b>Pupil Performance in Public Tests and Examinations</b>	Annual item	Provides an annual overview of pupil performance at the end of each key stage and compares Wiltshire's attainment with national, south west and statistical neighbours.	Committee requirement to receive this.
<b>Safeguarding Vulnerable People Partnership</b>	Annual Item	To receive annual report from the partnership presenting work in the past year and priorities / objectives for the year ahead	To ensure joined-up working and awareness of respective priorities
<b>Adoption</b>	Annual (May)	To receive information on adoption from the following sources: <ul style="list-style-type: none"> <li>Local authority's performance report with regards to adoption (statutory requirement that regular assurance reports are provided regarding the Council's responsibility for the adoption of children);</li> <li>Adoption West's annual report;</li> </ul>	To review the work of the joint scrutiny panel as well as scrutinise performance for the areas within adoption which remain the

<b>Children's Select Committee - overview and scrutiny work programme</b>			
<b>Suggested format: Select Committee items</b> (agenda item)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
		<ul style="list-style-type: none"> <li>Adoption West joint scrutiny panel's annual report.</li> </ul>	responsibility of the council
<b>Getting to outstanding (Ofsted)</b>	June 2021	To review the council's plan to achieve outstanding (Ofsted), including its self-assessment processes and ensuring that the voice of the child is embedded in Children's Services' work, including best practice from Outstanding authorities.	To support the council in continually improving services and achieving outstanding.
<b>Child Poverty</b>		To receive a report presenting figures / data for child poverty in Wiltshire (compared to national figures) and the services / provision in place to address this in Wiltshire, either delivered / supported by the council or third sector (that the council is aware of).	
<b>Wiltshire School Improvement Programme - update</b>		To receive a report on implementation / progress of the school improvement programme, including specific measurable evidence of impact on pupil outcomes of the new way of working (as part of the School Performance report), where applicable including direct feedback (on receiving the support) from schools. If possible, to include a diagram showing the new way of working / system. <b>NB</b> – linked to a pre-meeting briefing	As agreed at the 21 January 2020 and 10 March 2020 CSC meeting (schools Ofsted judgments)
<b>Youth Transport (including SEND)</b>	tbc	Update following task group's work and executive response - National Bus Strategy and any decision or progress regarding a single "Wiltshire Youth Card" .  To include input from the council's review of transport services for children and young people with SEND (commissioning team).  <b>NB</b> – may link to the proposed Access to Post-16 education task group	As agreed at CSC 2 March 2021  To determine whether further scrutiny would be beneficial.

<b>Children's Select Committee - overview and scrutiny work programme</b>			
<b>Suggested format: Select Committee items</b> (agenda item)			
<b>Topic / activity</b>	<b>Date</b>	<b>Brief Explanation</b>	<b>Reason for Inclusion</b>
<b>Outdoor education</b>	March 2022	Update following task group's work and executive response	To ensure that provision remains.
<b>Traded Services</b>	March 2022	Update following task group's work and executive response: a. Progress and development for Traded Services b. Development of the Traded Services team c. The establishment of a project / governance board	To determine whether further scrutiny would be beneficial.
<b>Troubled families programme - update</b>		As agreed at the meeting on 10 March 2020 (DfE changes) to receive an update on the troubled families programme	
<b>Well-being for Education Resilience</b>		Ensuring the effectiveness of the 'Well-being for Education Resilience' (formally 'Return') programme being delivered to all education establishments in Wiltshire.	
<b>Update on the implementation of FACT (Families and Children's Transformation)</b>		As approved at CSC on 12 November 2019 (OS/executive meeting outcome). To received regular updates on the implementation of FACT (Families and Children's Transformation).  <b>NB</b> – these would need to be timed around the work of the proposed task group, and probably “suspended” whilst the task group is active. There will also be a briefing for members on the “journey so far” for the FACT programme.	To inform the committee of progress on a major transformation programme.

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## Appendix 2 – areas of good practice

### Background

1. As part of the legacy process undertaken by the Children’s Select Committee at the end of the previous council, it considered a report on the review of the committee's work (2017-21) at its meeting on 2 March 2021.
2. Within that report and at the meeting the committee considered areas of Good Practice. These are detailed below.

### Good practice

3. The Committee would like to recognise the value of the pre-meeting briefing sessions (usually held in the hour before a committee meeting), to provide useful information members but for which no formal resolutions are needed (therefore would not be appropriate as agenda items). The pre-meeting briefings enable members to develop their knowledge and understanding of Children’s Services, which underpins the work of the committee. The Committee would recommend that pre-meeting briefings carry on being provided.
4. These briefings have been limited to six a year to take place immediately before the Committee meetings, this was to avoid additional travelling for committee members. The availability of virtual meetings, which all committee members have successfully accessed during the Covid-19 pandemic, offer potential opportunities, including:
  - holding more than 6 information briefings a year;
  - holding the information briefings on different days to committee meetings;
  - opening the information briefings to all councillors.
5. To ensure that a balance is achieved between providing information that is useful for councillors, and underpins the work of the committee, and the demands on officers’ time it is proposed that the Chair and Vice-Chair of the Children’s Select Committee meet with the Cabinet Member and Director to review the list of proposed information briefings (Appendix 2) and determine the number of briefings to be held and when, and topics to prioritise.
6. The Committee would encourage further developing joined up working with other committees, boards or panels of the council to ensure that no issues, or areas for improvement, are missed, this could include:

- Corporate Parenting Panel;
  - Schools Forum;
  - Health Select Committee;
  - Safeguarding Vulnerable People Partnership (SVPP);
  - FACT programme boards;
  - SEND Local Area Board,
  - Wiltshire Council's Health and Wellbeing Board.
7. Suggestions on ways to develop joined-up working by the Chair and Vice-Chair of the Children's Select Committee could include:
    - Communication between the respective chairs when an agenda for Children's Select Committee is being prepared;
    - Annual meetings with the respective chairs when the Children's Select Committee is setting its priorities for the year ahead (meetings should also be held with Wiltshire Council's Directors and Executive members at the same time);
    - Communication with the Chair and Vice-Chair of Schools Forum ahead of the committee considering the budget (usually January / February).
  8. The Chair and Vice-Chair should also continue to ensure that the voices of children and young people in Wiltshire are embedded in the work of the committee. This can be done through regular updates from the Youth Voice team and from direct engagement (may be facilitated by the Youth Voice team) with the young people who form the Wiltshire Youth Union (including Children in Care Council (CiCC), Members of the Youth Parliament (MYP's), and the Care Leavers Forum) to ensure that the committee is aware of WYU's priorities and areas of focus. Direct engagement may take place at the time the committee is setting its work priorities for the year ahead.
  9. It could also be beneficial to consider joint training and information sessions between the committee and the bodies listed in paragraph 6 when appropriate, to maximise the use of officers' time as well as strengthening working relationships.
  10. At its meeting on 2 March 2021 the committee also identified the benefits of limiting the number of agenda items to ensure that there is adequate time at a meeting to focus on the information provided.
  11. Linked to efficient use of time at meetings the committee also explored the idea of reports such as annual updates being reviewed by a small group of committee members ahead of the committee meeting, with the working

group's findings being reported to the committee (akin to a rapid scrutiny exercise but without involvement from service officers). Questions could also be submitted in advance by all committee members for the working group to explore.

12. If there was no opportunity for a working group to be set up or meet ahead of the committee meeting, then members of the committee could be invited to submit questions in advance. Officers could then provide answers either in writing or at the meeting.

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