Appendix 2 – Recommended ongoing Overview and Scrutiny (OS) work under the new Council (and suggested format)

Children's Select Committee (CSC) - overview and scrutiny work programme **Suggested format: Meeting for the Chair and Vice-Chair** (meetings / communication with Chair and Vice-Chair of other committees or bodies, relevant officers and Executive members)			
Topic / activity	**Date**	**Brief Explanation**	**Reason for Inclusion**
Young Carers in Wiltshire	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)
Forward work planning - engage with respective Chair and Vice-Chair	Annual	• 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.	To strengthen joined-up working.
Embedding the voice of children and young people	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.
Budget	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.

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
School Funding	January	To have a pre-meeting briefing on school funding ahead of council's budget setting (typically February).	Agreed - 10 March 2020 CSC meeting
FACT (Families and Children Transformation Programme) – the journey so far		To receive information on the FACT programme including: • a 3 to 5 years plan or roadmap showing the FACT programme's journey to date (including its original objectives), • the current aims and objectives of FACT (at the time the committee will receive the briefing), • and how the council is planning to deliver these. **NB** This briefing would underpin the work of the proposed task group.	To develop the committee's understanding of services
MASH and early support		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)
School Improvement Programme		To organise a briefing for members on the school improvement programme. **NB** – linked to agenda item	Agreed - 10 March 2020 CSC meeting (Schools Ofsted judgments)
SEND provision		To understand SEND and provision by the council (including awareness of funding). **NB** 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

Children's Select Committee (CSC) - overview and scrutiny work programme				
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Topic / activity	**Date**	**Brief Explanation**		**Reason for Inclusion**
Demand modelling for Children in Care		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.		Briefing to Chair and Vice-Chair on CPP report, Monday 5 October 2020.
Local Authority's (LA) statutory responsibilities linked to schools		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: • Safeguarding (support and responsibilities) • SEND (support and responsibilities) • Specialist Schools and Specialist Units overseen by the LA (i.e. Rowderford School, developments in Salisbury & Exeter House, Hearing Impaired Unit Salisbury, ARK Resource Base Amesbury and others etc), and SEND provision contracted out • Traded services for schools • School building programme Virtual school, etc.		To ensure that the committee receives information that enables it to monitor the council's performance, where appropriate
Employment and apprenticeship		To receive information on: • NEET (not in education, employment or training) numbers in Wiltshire – including national figures for comparison (ons)		To develop the committee's understanding of demand / needs / provision in the county

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**
		• Take up / outcome of the NEET government scheme in Wiltshire and nationally • Current number of apprentices in Wiltshire and schemes in place, including Wiltshire Council 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 (Work Wiltshire), programmes such as Building Bridges, etc.	
Alternative Educational Provision		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. **NB** – timely to link with agenda item - annual data set on Children Missing out on Education	Agreed - 5 March 2019 CSC meeting
Five to Thrive (training programme)		To better understand the programme, including an update on "take-up" and outcomes (Public Health).	Agreed - 10 March 2020 CSC meeting (FACT update)
Virtual schools		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 - overview and scrutiny work programme

Suggested format: Rapid Scrutiny (rapid scrutiny exercises involve small groups of non-executive members (a minimum of 3) reviewing a single issue and usually meeting only once)

Topic / activity	Date	Brief Explanation	Reason for Inclusion
Housing - provision of accommodation for young people at transition time		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).
SEND provision		To develop Data sets for future reporting to the committee on SEND provision / performance.	As discussed by the CSC on numerous occasions.
High needs block funding		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
Health Outcomes and meeting health needs		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 report (Agenda item 92, paragraphs 25 to 28 refer) This could also include reviewing the promotion and support offered for healthy eating, which could potentially help to address both childhood and adult obesity. 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).	Agreed - 12 November 2019 CSC meeting (OS / Executive meeting 2019-20). To enable children to have a heathy balanced diet could have enormous benefits for their future.

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
Disadvantaged / vulnerable Learners		Whilst Wiltshire has a relatively low number of disadvantaged learners, they are largely underperforming compared to regional and national levels. 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.	Approved by Overview and Scrutiny Management Committee (OSMC) 17 March 2020 (did not start due to Covid-19)
Whole Life pathway – joint task group with the Health Select Committee (HSC)		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 **whole life** services for a range of needs, building resilience with individuals, families and communities and reaching stability 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.)	Approved by OSMC 17 March 2020 (did not start due to Covid-19)

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
In-house foster carers		To review how the Fostering Excellence project is / will be addressing the issues identified in report to CSC on 10 March; To identify: • how the effectiveness of the Fostering Excellence project will be measured and reported; • 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; • best practice across the country for recruitment and retention of in-house foster carers, as well for anticipating demand (needs / demand modelling)	Approved by OSMC 17 March 2020 (did not start due to Covid-19)
Children and Adolescent Mental Health Services (CAMHS) Task Group		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. **Consider adding to the terms of reference:** 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?	Health Select Committee - 12 January 2021 (reported to CSC on 19 January 2021) Informal CSC meetings September and November 2020

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**
Families and Children's Transformation (FACT)		To scrutinise the impact and effectiveness of the FACT programme, whilst ensuring that the voice of the child is embedded in the FACT programme. 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. **NB** – a briefing for the committee on the "journey so far" for FACT to take place first.	Agreed – 19 January 2021 CSC
Youth provision and youth service funding		**Area Board youth service funding** 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. **Youth Provision – gap analysis** 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).	To develop consistency across the 18 area boards in terms of allocating youth funding and eligibility criteria. Agreed by OSMC 17 March 2020 Informal meeting 25 November 2020

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
Access to Post-16 education		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. **NB** – may link to follow up work from the Youth Transport Task Group's final report	

Children's Select Committee - overview and scrutiny work programme				
Suggested format: Select Committee items (agenda item)				
Topic / activity	**Date**	**Brief Explanation**		**Reason for Inclusion**
DfE Changes - Update from Department for Education	Standing Item	A report presenting an update on developments relating to children's services arising from the Department for Education. **NB** 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.		To keep the committee informed of national changes and their potential impact for the council.
School Ofsted Judgements	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".
Update from Wiltshire Youth Voice	Standing Item	Regular update reports (written or verbal), including update on the implementation of the action plan (see below). **NB** – to present the action plan for the Youth Voice Team 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.		To continue closer working with Wiltshire's young people.
Covid-19 response / recovery	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		To ensure that there

Children's Select Committee - overview and scrutiny work programme **Suggested format: Select Committee items** (agenda item)			
Topic / activity	**Date**	**Brief Explanation**	**Reason for Inclusion**
		and lockdowns, and support for recovery provision and a review of that support (e.g. take up and impact).	
Corporate Parenting Panel	Annual item (twice)	To continue receiving annual reports from the panel: - March (brief update) - October / November (annual report)	Committee requirement to receive these reports.
Performance monitoring report	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)
Early Years and Childcare Standards Report	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.	Monitoring of statutory duty of the council.
Elective Home Education (including SEND)	Annual item	To receive dataset and policy on Elective Home Education (EHE), including children with SEND including: • (if possible) data from previous year(s) to highlight any trends as a consequence of the Covid-19 pandemic; • Information on the council's responsibilities and how the council can monitor effectiveness of EHE.	As agreed 5 March 2019 CSC (delayed due to Covid-19) Annual dataset as agreed 4 September 2018 CSC
Children Missing Out on Education / Children Missing Education	Annual item	To receive dataset and policy on Children Missing Out on Education / Children Missing Education **NB** – may be timely to link to information briefing on Alternative Educational Provision	Annual dataset as agreed 4 September 2018 CSC
Pupil Performance in Public Tests and Examinations	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.

Children's Select Committee - overview and scrutiny work programme				
Suggested format: Select Committee items (agenda item)				
Topic / activity	**Date**	**Brief Explanation**		**Reason for Inclusion**
Safeguarding Vulnerable People Partnership	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
Adoption	Annual (May)	To receive information on adoption from the following sources: • 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); • Adoption West's annual report; • Adoption West joint scrutiny panel's annual report.		To review the work of the joint scrutiny panel as well as scrutinise performance for the areas within adoption which remain the responsibility of the council
Getting to outstanding (Ofsted)	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.
Child Poverty		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).		
Wiltshire School Improvement Programme - update		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. **NB** – linked to a pre-meeting briefing		As agreed at the 21 January 2020 and 10 March 2020 CSC meeting (schools Ofsted judgments)

Children's Select Committee - overview and scrutiny work programme Suggested format: Select Committee items (agenda item)			
Topic / activity	**Date**	**Brief Explanation**	**Reason for Inclusion**
Youth Transport (including SEND)	March 2022	Update following task group's work and executive response. To include input from the council's review of transport services for children and young people with SEND (commissioning team). **NB** – may link to the proposed Access to Post-16 education task group	To determine whether further scrutiny would be beneficial.
Outdoor education	March 2022	Update following task group's work and executive response	To ensure that provision remains.
Traded Services	March 2022	Update following task group's work and executive response	To determine whether further scrutiny would be beneficial.
Troubled families programme - update		As agreed at the meeting on 10 March 2020 (DfE changes) to receive an update on the troubled families programme	
Well-being for Education Resilience		Ensuring the effectiveness of the 'Well-being for Education Resilience' (formally 'Return') programme being delivered to all education establishments in Wiltshire.	
Update on the implementation of FACT (Families and Children's Transformation)		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). **NB** – 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.