

Forward Work Programme – Children’s Services Select Committee

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	Wiltshire Council Business Plan 2011-15 reference
29th March 2012						
Coalition Changes - Update from Department for Children and Education	A standing item detailing recent changes made by the Coalition Government.	-	-	Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Lynda Cox lynda.cox@wiltshire.gov.uk Tel: 07500 605299	Summary of Legislative Change (Page 11)
Budget & Performance Monitoring	A standing item reporting the latest budget and performance monitoring information for the Department of Children & Education.	-	-		Henry Powell henry.powell@wiltshire.gov.uk Tel: 01225 718052	
Multi-Agency Thresholds document – update	To provide an update on the implementation of a document that sets out processes for accessing support for children and young people with additional needs. This was first brought to the Committee in September 2011 and members requested an update six months hence, to include some exemplar case studies.	-	-	Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Julia Cramp Julia.cramp@wiltshire.gov.uk	Financial Plan: Protecting & safeguarding vulnerable children (Page 13)

Forward Work Programme – Children’s Services Select Committee

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	Wiltshire Council Business Plan 2011-15 reference
Final Report of the Further Education in the Salisbury Area Task Group	To present the conclusions and recommendations of the Task Group.	-	-	Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Henry Powell Henry.powell@wiltshire.gov.uk 01225 718052	
Children in Care Commissioning Strategy	<p>a) To note the new Children in Care Commissioning Strategy approved by Cabinet on 19th March;</p> <p>b) To retrospectively endorse the report of the Placements for LAC Task Group and note the Cabinet Member response.</p>	-	-	Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Julia Cramp Julia.cramp@wiltshire.gov.uk	<p>Business Plan: Protect – Invest – Save (Page 52)</p> <p>Financial Plan: Protecting & safeguarding vulnerable children (Page 13)</p>
YPSS review – progress update	To receive an update following the initial report in November 2011.	-	-	Cllr Lionel Grundy OBE lionel.grundy@wiltshire.gov.uk	Mark Brotherton	

Forward Work Programme – Children’s Services Select Committee

Item and Meeting Date	Purpose of Report	Consultation	Supporting Documents	Responsible Cabinet Member	Officer Contact	Wiltshire Council Business Plan 2011-15 reference
<p>Transformation of the Passenger Assistant Service</p>	<p>To update on the implementation phase of the transformation of the Passenger Assistant service and for Cabinet to approve suitable final recommendations. Cabinet will receive this report on 20th March 2012.</p> <p>The Committee last received an item on this matter in July 2011.</p>	<p>As of the 28th November there has been consultation with the Passenger Assistants by means of face to face meetings across the county, FAQ’s despatched and feedback forms collated.</p>		<p>Cllr Dick Tonge, Cabinet Member for Highways and Transport richard.tonge@wiltshire.gov.uk</p>	<p>Jason Salter, Principal Officer</p>	

Forward Work Programme – Children’s Services Select Committee

Task Groups	Terms of Reference	Next meeting	Chairman	Officer Contact	Business Plan 2011-15 reference
<p>Further Education in the Salisbury Area Task Group</p>	<p>a. To identify the number of young people from the Salisbury area who travel out of county and for long distances to access 16-19 education provision.</p> <p>b. To identify why those young people travelling long distances to access provision do so, the quality of life and employment implications, and the financial and environmental impact.</p> <p>c. To seek young people’s perception of the 16-19 education provision available in the Salisbury area, both in and out of county.</p> <p>d. If a gap is identified in the provision of 16-19 education in Salisbury area, to make constructive, workable recommendations as to how that gap might be filled.</p>	<p>TBA</p>	<p>Dr Michael Thompson</p>	<p>Henry Powell</p> <p>Senior Scrutiny Officer</p> <p>01225 718052</p> <p>Henry.powell@wiltshire.gov.uk</p>	

Forward Work Programme – Children’s Services Select Committee

Task Groups	Terms of Reference	Next meeting	Chairman	Officer Contact	Business Plan 2011-15 reference
<p>Major Contracts Task Group</p>	<ul style="list-style-type: none"> a. to hold contractors to account for the delivery of public services – in relation to those contracts which fall within the remit of the Children’s Services Select Committee b. to carry out mid-year and annual reviews of major contracts c. to investigate areas of poor performance and concerns arising from contract reviews and to make recommendations for improvement as appropriate d. to establish links with the relevant procurement boards so as to ensure appropriate involvement in the build up to contract renewal e. to periodically report into the Children’s Services Select Committee on matters arising from the task group’s activities during the year f. to produce an annual report for the Children’s Services Select Committee on the main findings and recommendations arising from the work of the task group. 	<p>TBA (March)</p> <p>The following visits to children’s centres have been arranged:</p> <p>Cricklade Children’s Centre 13th February</p> <p>Studley Green Children’s Centre, Trowbridge 18th March</p>	<p>Cllr Bill Moss</p>		

Forward Work Programme – Children’s Services Select Committee

Task Groups	Terms of Reference	Next meeting	Chairman	Officer Contact	Business Plan 2011-15 reference
<p>Placements for Looked After Children (LAC) Task Group</p>	<p>a. To monitor and scrutinise the implementation of the Placements for LAC Commissioning Strategy and its impact upon a) outcomes for Wiltshire’s looked after children and their families/carers, and b) the Placements for LAC budget.</p> <p>b. To consider issues that have particular relevance to looked after children, including, but not limited to, accommodation and homelessness, fostering and adoption processes, educational support for looked after children, and support for their parents/carers and families.</p> <p>c. To monitor and scrutinise how the Council addresses the Family Placements Service as a key priority within the Business Plan 2011-15, including the specific objectives listed under this priority.</p> <p>d. To meet four times per year, with meeting dates agreed in advance where possible.</p>	<p>a) 31 January b) 6 March</p>	<p>Cllr Jon Hubbard</p>		<p>Business Plan: Protect – Invest – Save (Page 52)</p> <p>Financial Plan: Protecting & safeguarding vulnerable children (Page 13)</p>
<p>Special School and Post-16 SEN Task Group</p>	<p>a. To establish the strengths and weaknesses of current special school and post-16 SEN provision in Wiltshire, taking into account the views of service users, parents and other stakeholder groups;</p> <p>b. To consider examples of best practice in special school and post-16 provision in Wiltshire and other authority areas;</p> <p>c. To make recommendations with respect to how special schools and post-16 SEN provision can be developed to ensure improved outcomes for Wiltshire residents with SEN.</p>	<p>Visits to special schools currently taking place.</p>	<p>Cllr Graham Payne</p>		<p>Business Plan: Invest in: children’s attainment (Page 60)</p> <p>Financial Plan: Investment in children’s attainment (Page 19)</p>

Terms of Reference of the Children’s Services Select Committee

1. To review and scrutinise any matter relating to the planning, provision and operation of children’s services in Wiltshire
2. To consider any matter relating to children’s services affecting the area or its inhabitants, including matters referred by area boards and Councillor Call for Action, and exercise the right to call in, for reconsideration, decisions made but not yet implemented by the cabinet
3. To make arrangements to secure continuous improvement in the way in which the function of education and children’s social care services are exercised, having regard to a combination of economy, efficiency and effectiveness
4. To commission groups of members to carry out scrutiny activities and reviews relevant to the annual work programme’s priorities
5. To carry out strategic oversight of the scrutiny activities the committee commissions, including task groups and rapid response exercises
6. To establish and publish an annual work programme that ensures a thorough but focussed overview of the plans, strategies, policies and decisions of children’s services in Wiltshire, including those provided and commissioned by the council, and those delivered by partners – using the Wiltshire children’s trust board as a key focus
7. To foster and encourage an inclusive, structured, non-partisan and non-adversarial approach to overview and scrutiny, which is reliant on evidence rather than anecdote
8. To meet at least four times a year to consider reports from task groups and other commissioned individuals/groups, and to receive reports on the assessment/inspection of services within the department for children & education
9. To contribute to policy development within children’s services
10. To use the cabinet forward work plan to identify and provide appropriate contributions to key and other decisions relating to children’s services
11. To hold the relevant cabinet member/s and officers with delegated responsibility for children’s services to account
12. To require cabinet members and officers to answer questions raised by the committee, its task groups and other groups or individuals commissioned to carry out its work
13. To hold children’s services’ partners to account, particularly those listed within the local area agreement and local agreement for Wiltshire

Forward Work Programme – Children’s Services Select Committee

14. To work with partners and other public and private sector agencies to identify issues of concern and work together to improve services for children
15. To invite and receive evidence from external witnesses, including service users and providers
16. To make reports and recommendations to the council, cabinet, department for children & education, or partners on any matter reviewed or scrutinised
17. To manage and coordinate the training and development of elected members and other representatives involved in the overview and scrutiny of children’s services
18. To develop appropriate overview and scrutiny operational protocols, including:
 - (a) involving and engaging with children, young people and their families
 - (b) joint working with the health overview and scrutiny committee on public health matters as they impact on children and young people
 - (c) maintaining effective communication with the Corporate Parenting Group to facilitate joint working where appropriate
 - (d) maintaining and further developing constructive relations with the executive, especially between the relevant cabinet member/s and the chairman and vice chairman of the committee
 - (e) working and involving partners in scrutiny activities
 - (f) developing a productive interface with the area boards, including support for local task groups and links through which Councillor Calls for Action and petition appeal requests can be channelled