

CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE

3 AUGUST 2023

WORK PROGRAMME

Report from/author: Stephanie Davis, Democratic Services Officer

Summary

This item advises Members of the current work programme and allows the Committee to adjust it in the light of latest priorities, issues, and circumstances. It gives Members the opportunity to shape and direct the Committee's activities over the year.

1. Recommendations

- 1.1. The Children and Young People Overview and Scrutiny Committee is asked to note the report and agree the work programme as set out at Appendix 1 to the report, subject to accepting the proposed changes, outlined in italic text on Appendix 1.
- 1.2. The Committee is asked to identify up to two potential Task Group topics for consideration at a meeting of Overview and Scrutiny Committee Chairpersons, Vice Chairpersons and Opposition Spokespersons

2. Budget and policy framework

- 2.1 Under Chapter 4, Part 5 of the Constitution – Overview and Scrutiny Rules, paragraph 21.1 (xv) General terms of reference, each overview and scrutiny Committee has the responsibility for setting its own work programme.

3. Background

- 3.1 Appendix 1 to this report sets out the proposed work programme for the Committee during the current municipal year.

4. Agenda planning meeting

- 4.1 Members will be aware that Overview and Scrutiny Committees hold agenda. planning meetings on a regular basis. These give officers guidance on information that Members wish them to provide when scrutinising an issue. An

agenda planning meeting was held on 27 June 2023 with the Chairperson and Opposition Spokespersons.

4.2 At the meeting, Members suggested the following:

4.2.1 It was confirmed that the first data workshop session for this municipal year would take place on Monday 24 July 2023. This session would be based on Education and would be a useful information gathering and sharing session ahead of the Committee meeting on 3 August 2023 which would be education theme. This session will be held on MS Teams

4.2.2 The Democratic Services Officer confirmed that Officers from Cookham Wood would attend the 11 January 2024 meeting to provide an update on their improvement journey.

5. Cabinet Forward Plan

5.1 The latest Forward Plan of forthcoming Cabinet decisions was published on 10 July 2023 and can be viewed using the following link: [Cabinet Forward Plan](#)

5.2 Set out below is a list of items featuring on the Forward Plan that fall within the terms of reference of the Children and Young People (CYP) Overview and Scrutiny Committee. The Committee is asked to identify any items it wishes to consider before the Cabinet decision is taken (where dates permit), other than those already programmed in Appendix 1.

Title: Annual Report - Fostering Service
Description: This report will provide detail on the performance of the Council's Fostering Service. The report will, initially, be considered by the Children and Young People Overview and Scrutiny Committee on 3 August 2023
Anticipated Cabinet Decision Date: 8 August 2023

Title: Infant Feeding Strategy
Description: This report will ask the Cabinet to approve the Infant Feeding Strategy.
Anticipated Cabinet Decision Date: 26 September 2023

Title: Annual Review of the School Place Planning Strategy 2022-2027
Description: This report will review and update the Cabinet on the actions from the School Place Planning Strategy. It will outline the current position relating to the sufficiency of school places and ask the Cabinet to agree further actions required to address emerging need based upon analysis of the most up to date information and data.
Anticipated Cabinet Decision Date: 24 October 2023

6. Performance Data Workshops

- 6.1 At the Committee's meeting on 5 March 2020, it was agreed a number of measures to maximise its involvement and impact in relation to the scrutiny of children's social care.
- 6.2 Part of those measures included the provision of detailed performance data to all members of the Committee on a monthly basis and for performance data workshops to be provided, in between Committees. The purpose of this is to strengthen the capacity for effective scrutiny of performance by providing an informal setting in which detailed analysis of the data can be undertaken. Members can then apply their increased knowledge and understanding to carry out an effective scrutinising role in main committee meetings and in task group activity.
- 6.3 A data workshop took place on 24 July via Microsoft Teams, with the session delivered by senior officers in the Education department. Members were provided with an overview of areas such as Early Years and Education Providers, Ofsted Monitoring of Providers, Permanent Exclusions and Suspensions, Pupil Attendance, School Place Planning and School Transport.
- 6.4 The workshops will continue to be held on a regular basis and will take place ahead of a formal Committee meeting. The next session will be on Children's Social Care.
- 6.5 At Members' request, the following table displays a list of briefing note information requests, when the requests were made, when briefing notes were provided and what is still outstanding.

Subject	Committee at which request was made	Date circulated to Members	Any additional comment
Oral Health Strategy	9 June 2021	17 May 2022	Was still being developed when it was referred to in June and was circulated as soon as ready.
Underweight children in Medway	9 June 2021	17 November 2021	
Gangs Strategy	1 December 2021	12 May 2022	Was still in development when this was referred to in committee
Foetal Alcohol Syndrome	1 December 2021	17 May 2022	

Funding Formula	1 December 2021	17 February 2022	
General report on suicide	6 January 2022	Outstanding	Will be circulated when finalised
Data and an update on work to support care leavers who are not in employment, education, or training (NEET)	3 March 2022	On agenda for 29 November 2022 meeting	Will be circulated when finalised, anticipated by end of June.
Keeping children safe in education	Requested to be circulated by a committee member.	24 March 2022	
Breastfeeding	3 March 2022 Re -requested at 29 September meeting	06/02/2023	
Reducing Excess Weight in Children	Agreed at meeting of 8 June 2022 to receive as briefing note instead of Agenda item.	28/08/2022	
Raising Youth CIO	29 November 2022	17/04/2023	
Briefing update on Early Career Teachers	2 March 2023	Outstanding	
Medway specific data on pupil ethnicity by school phase.	2 March 2023	Outstanding	
Vaccination Programme	14 June 2023	Outstanding	

7. Scrutiny Task Groups

- 7.1. The Council has agreed that up to three in-depth scrutiny Task Groups or themed Overview and Scrutiny Committee meetings can be supported in total across all four of the Council's Overview and Scrutiny Committees every year, with each review running successively. A process for determining the

programme of Task Group themes and activity has been agreed, with the Business Support Overview and Scrutiny Committee having a co-ordinating role. Topics are prioritised on a criteria selection basis reflecting best practice.

7.2. The Business Support Overview and Scrutiny Committee considered an update on Task Groups on 13 July 2023. The Committee was advised that the last Task Group (GP Access) had been considered and agreed by the Cabinet in June 2023. This meant that the next scheduled Task Group topics were:

7.2.1. Physical activity;

7.2.2. Town centres; and

7.2.3. Support for carers (as a themed meeting).

7.3. The Committee was advised that these Task Group topics were agreed during the previous electoral term (2019-2023), and that the criteria based assessments had been considered and agreed by the Committee in July 2019.

7.4. The Committee was asked whether it wished for scrutiny Members to identify new Task Group topics. The Committee agreed that each Overview and Scrutiny Committee recommends no more than two topics for future task groups, to be considered at a meeting of Overview and Scrutiny Committee Chairpersons, Vice chairpersons and opposition spokespersons where a shortlist of 4 topics and their priority order will be recommended to the Business Support Overview and Scrutiny Committee for a final decision.

7.5. Therefore, this Committee is asked to identify no more than two potential Task Group topics at this stage.

8. Change to Committee's terms of reference

8.1 The Committee is advised that Full Council on 20 July 2023 agreed some changes to the terms of reference for all four overview and scrutiny committees. For this Committee, the following function has been added to as follows:

8.1.1 Development of the Council's revenue and capital budgets insofar as they relate to the functions within the terms of reference of this Committee **together with regular monitoring of budgets and the capital programme.**

8.2 This means that revenue and capital budget monitoring reports will be brought to this Committee on 5 October 2023.

9. Implications for looked after children

9.1 Members should ensure they focus on outcomes for looked after children. This includes considering their physical health; their emotional health; their safeguarding; their educational attainment and progress; their hopes and aspirations for their adult lives and how looked after young people have their

voices heard. We know that looked after children can be more vulnerable to sexual exploitation so particular attention should be given to this. As a corporate parent, Members should be a champion for looked after children and have the same high expectations of them as they would for their own child, grandchild, or niece/ nephew.

10 Financial and legal implications

10.1 There are no financial or legal implications arising from this report.

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Appendices

Appendix 1 Children and Young People O&S Committee Work Programme

Background papers

None