

**UPDATE ON WORK PROGRAMME : CHILDREN & YOUNG PEOPLE**  
**OVERVIEW & SCRUTINY COMMITTEE – 20/09/11**

**Reports to assist in monitoring the Committee's work programme**

It was agreed by the Scrutiny Chairs Group in September 2008 to use the following reports to monitor the work programme for each Scrutiny Committee. The last item on each Scrutiny Committee agenda should be 'Review of the Committee Work Programme'.

**Report 1 - Monitoring Report for Scrutiny Committee Work Programme**

This report will list all items that have been selected by the Committee for inclusion on the work programme for the current year.

It will also include items, such as previous Panel Reviews, where recommendations have been made to Cabinet. It is important that the implementation of these recommendations is monitored. Otherwise there is no measure of the success of scrutiny.

For each item on the work programme, the report will give a description, an indication of how the item will be dealt with, a relative timescale for the work and brief comments on progress.

**Report 2 - Suggestions for Additions to Work Programme**

The Work Programme for the Committee should be reviewed at each meeting. This will enable members to ask for new Items to be added to the programme. This report will list any newly suggested items. Committee will then have the opportunity to agree (or not) for them to be added to the programme.

**Report 3 - Proposed Outline Meeting Schedule for the Municipal Year**

The report will, for each scheduled Committee meeting, list those items which are likely to be on the meeting agenda. This will give the opportunity for Committee members to take a greater lead in organising their work programme.

**Report 4 - Progress Report on In-Depth Panel Reviews**

This report will give a very brief update on progress / timescales for in-depth panel reviews which are in the 'ownership' of the Committee.

**REPORT 1**  
**MONITORING REPORT FOR SCRUTINY COMMITTEE WORK PROGRAMME**  
**CHILDREN & YOUNG PEOPLE: 2011 / 2012**

<b>Date of New item</b>	<b>Topic Description</b>	<b>How the topic will be dealt with</b>	<b>Estimated Complete Date</b>	<b>Comments on Progress</b>	<b>Complete?</b>
1/06/11	Progress on Oaklands Residential	Report to Committee	Nov 11	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11	
1/06/11	Early Intervention Grants – ‘Outcome of Commissioning’ – lessons learnt	Report to Committee	Nov 11	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11	
1/06/11	Planning for 2012 Youth Parliament	Report to Committee	Nov 11	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11	
01/06/11	Green Paper on SEN – Authority’s response	Report to Committee	Sept 11	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11.	
01/06/11	Literacy Scrutiny Review – recommendations and progress review	Report to Committee	Nov 11	This item was proposed by members for inclusion on the work programme at the committee meeting on 01/06/11.	

**REPORT 2**  
**SUGGESTIONS FOR ADDITIONS TO WORK PROGRAMME**  
**CHILDREN & YOUNG PEOPLE OVERVIEW & SCRUTINY COMMITTEE – 20/09/11**

<b>Topic Description</b>	<b>Topic suggested by</b>	<b>How the topic will be dealt with</b>	<b>Estimated Completion Date</b>

**REPORT 3**  
**PROPOSED OUTLINE MEETING SCHEDULE FOR THE MUNICIPAL YEAR**  
**CHILDREN & YOUNG PEOPLE: 2011 / 2012**

<b>Meeting Date</b>	<b>Topic Description</b>
20/09/11	Budget – Key Issues Department Restructure Performance & Financial Monitoring Q1 SEN Green Paper Safeguarding & LAC Insp Report Action Plan update Child Poverty Strategy – Action Plan Adoption Inspection School Annual Performance
16/11/11	Performance & Financial Monitoring Q2 Literacy Review – recommendations and progress report YSAC 2012 Youth Parliament planning report Child Poverty Strategy – Action Plan Oaklands Planning Secondary School Places EIG & Commissioning – lessons learnt Secondary Schools Places - Demographic update
26/01/11	Scheme of Delegation Child Poverty Strategy – Action plan
21/03/12	Performance & Financial Monitoring Q3 Approved Scheme of Delegation Child Poverty Strategy – Action Plan

**REPORT 4**  
**PROGRESS REPORT ON IN-DEPTH PANEL REVIEWS**  
**CHILDREN & YOUNG PEOPLE OVERVIEW & SCRUTINY COMMITTEE – 20/09/11**

Title of Review	Members of Panel	Progress to Date	Date Due to report to Committee