COMMITTEE WORKPLAN

1.0 Purpose of the report:

1.1 The Committee to consider the workplan and to monitor the implementation of Committee recommendations, together with any suggestions that members may wish to make for scrutiny review topics.

1.2 To provide an update on the scrutiny review of Inclusion in Education.

2.0 Recommendation(s):

2.1 To approve the Committee workplan, taking into account any suggestions for amendment or addition.

2.2 To monitor the implementation of the Committee’s recommendations/action.

2.3 To appoint three Members of the Committee from across political parties to participate in community engagement policy development.

3.0 Reasons for recommendation(s):

3.1 To ensure that recommendations/actions are being monitored, the workplan is up to date and is an accurate representation of the Committee’s work.

3.2a Is the recommendation contrary to a plan or strategy adopted or approved by the Council? No

3.2b Is the recommendation in accordance with the Council’s approved budget? N/A

3.3 Other alternative options to be considered: None.
4.0 Council Priority:

4.1 Creating stronger communities and increasing resilience.

5.0 Background Information

5.1 Scrutiny Workplan

5.1.1 The Scrutiny Committee Workplan is attached at Appendix 10(a). The workplan is a flexible document that sets out the work that the Committee will undertake over the course of the year.

5.1.2 Committee Members are invited to suggest topics at any time that might be suitable for scrutiny review through completion of the Scrutiny Review Checklist which is attached at Appendix 10(b). The checklist forms part of the mandatory scrutiny procedure for establishing review panels and must therefore be completed and submitted for consideration by the Committee, prior to a topic being approved for scrutiny.

5.2 Monitoring Implementation of Recommendations

5.2.1 The table attached at Appendix 10(c) has been developed to assist the Committee in effectively ensuring that the recommendations made by the Committee are acted upon. The table will be regularly updated and submitted to each Committee meeting.

5.2.2 Members are requested to consider the updates provided in the table and ask follow up questions as appropriate to ensure that all recommendations are implemented.

5.3 Inclusion in Education Scrutiny Review

5.3.3 A meeting of the working group undertaking the review is scheduled to take place on 15 January 2020, which all interested Committee Members are invited to attend. Following this fact-gathering meeting, next steps will be determined and an update provided to the Committee at its meeting on 13 February 2020.

5.4 Community Engagement Policy Development

A piece of work is ongoing, led by Chloe Shore, Community Engagement and Partnership Manager to produce a policy/strategy on community engagement. Scrutiny Members have been requested to feed into this policy development and due to its cross-cutting nature it is suggested that representatives from all three Committees be appointed to participate in this piece of work. It is suggested that each Committee appoint three Members from across political parties, however, this can be flexible should additional Members wish to participate.
Does the information submitted include any exempt information?  
No

5.7 List of Appendices:

Appendix 10(a) – Children and Young People’s Scrutiny Committee Workplan
Appendix 10(b) - Scrutiny Review Checklist
Appendix 10(c) – Children and Young People’s Scrutiny Committee Action Tracker

6.0 Legal considerations:

6.1 None.

7.0 Human Resources considerations:

7.1 None.

8.0 Equalities considerations:

8.1 None.

9.0 Financial considerations:

9.1 None.

10.0 Risk management considerations:

10.1 None.

11.0 Ethical considerations:

11.1 None.

12.0 Internal/ External Consultation undertaken:

12.1 None.