

17 December 2009		ITEM	9
Children's Services Overview and Scrutiny Committee			
WORK PROGRAMME			
Portfolio Holder: N/A			
Wards and communities affected: All		Key Decision: Non-key	
Accountable Head of Service: Tasnim Shawkat, Head of Legal Services			
Accountable Director: Richard Szedziewski, Interim Corporate Director for Resources			
This report is public			
Purpose of Report: To allow the Committee the opportunity to manage their work programme.			

Comment [sj]: PLEASE CLICK THIS BOX ONCE and enter the date of the meeting (in font 16, not capitals)

Comment [sj]: Please leave this for completion by Democratic Services

Comment [sj]: PLEASE CLICK THIS BOX ONCE and enter the name of the Committee you are reporting to (in font 16, not capitals)

Comment [sj]: PLEASE CLICK THIS BOX ONCE and enter the title of your report (in font 16)

Comment [sj]: Please state the name of the Cabinet Member and the Portfolio to which the

Comment [sj]: Please enter details of any Wards and Communities affected by the

Comment [sj]: Yes/No/Not Applicable – a 'Key Decision' is generally one affecting more

Comment [sj]: Please state the Head of Service's name and job title

Comment [sj]: Please state Director's name and job title

Comment [sj]: State whether your report is Public or Exempt. If Exempt (i.e. not to be given to

Comment [sj]: Briefly set out the purpose of your report

Comment [sj]: Please provide a summary of the key points in your report

Comment [sj]: The recommendations should be set out in bold in the form of the

Comment [sj]: You should briefly explain why the report is on the agenda - See para. 5.3 and 5.4

EXECUTIVE SUMMARY

This report contains the most recent update of the Committee's work programme and outlines other items it may wish to schedule into its programme of meetings.

1. RECOMMENDATIONS:

1.1 To note the remarks made at November's meeting and to review the draft work programme which will be presented at the meeting.

2. INTRODUCTION AND BACKGROUND:

2.1 At the Committee's November meeting, Members commented that they would like to see a more streamlined programme of work that focussed on issues that they could contribute to and help shape services. As a response, officers agreed to revise the work programme to reflect these comments and bring a draft back for the committee's input.

2.2 On 16th December, officers met to revise the work programme so it was not possible to include it in the advanced copy of this agenda.

2.3 Two reports due at December's meeting have been deferred upon officer's request:

- Aiming Higher for Disabled Children
- Alignment of LDF/DC With Schools Strategy

3. ISSUES AND/OR OPTIONS:

3.1 Members should bear in mind that the work programme is a living document and it is possible to amend, alter and re-schedule items to suit the needs of the Committee.

4. IMPACT ON CORPORATE POLICIES, PRIORITIES, PERFORMANCE AND COMMUNITY IMPACT

4.1 The work programme should reflect issues that are of community interest and assist the Council in producing well considered policies, as well as ensuring it is performing well. Through the effective completion of items on the work programme the Committee should add value to the priorities of the CEF directorate, including contributing to the Children and Young People's Plan.

4.2 When considering items for inclusion on the work programme, Members should assess the relevance and worth of the item to the community.

5. IMPLICATIONS

5.1 Financial

Implications verified by: **Sean Clark**
 Telephone and email: **01375 652010**
sclark@thurrock.gov.uk

There may be financial implications arising from items on the work programme. However, these will be included in future reports to the committee and thereafter to Cabinet/ Council as appropriate.

5.2 Legal

Implications verified by: **Tasnim Shawkat**
 Telephone and email: **01375 652442**
tshawkat@thurrock.gov.uk

There may be legal implications arising from items on the work programme. However, these will be included in future reports to the committee.

The committee as per rule 9.1 of the Constitution is responsible for setting its own work programme and shall consult the Cabinet and members of any minority political groups.

Comment [sj]: Other headings may be appropriate. The report should outline the reasoning that leads to its recommendations and **must** include:

1. a brief summary of options considered;
2. consultation outcomes
3. a risk assessment.
4. Whether the responsible cabinet members have been consulted/contributed to the report (NB professional and political advice must be clearly distinguished)

- See para.5.5 of the report writing guidelines.

Comment [aj]: Please refer to Section 5.7 of the Report Writing Guidelines

Comment [sj]: This section should always be completed – if they are dealt with fully in another part of the report, they also need a brief cross reference here. The names and job titles of the officers providing the implications should be provided in full – see Guideline 6.1 and please note Democratic Services Deadlines and ensure that officers providing implications are given 5 clear working days to work on the report. Authors can write implications but they must be signed off by the appropriate officers

Comment [sj]: See Guideline 6.2

Comment [sj]: See Guideline 6.3

The content of this report is consistent with the provisions of the Council's Constitution and the Local Government Act 2000. The local authority overview and scrutiny function was introduced under the Local Government Act 2000, giving a clearly defined scrutiny role to non-elected members in holding executives of councils to account and in scrutinising the work of other agencies providing local services. A robust and effective scrutiny process is a vital component in the ethical health and governance of a local authority.

Comment [sj]: See Guideline 6.4

Comment [sj]: See Guideline 8. If any Papers are to be placed in the Members room that relate to this report, you should also list them here

Comment [sj]: Insert the full contact details of the author of the report

5.3 **Diversity and Equality**

Implications verified by: **Samson De'Alyn**
 Telephone and email: **01375 652959**
sdealyn@thurrock.gov.uk

All of the items detailed in the work programme have medium to high diversity implications. All responsible officers must seek the appropriate input of the Corporate Diversity Team at the initial development stages, and then continue to consult the Diversity Team during the progression of all their planned areas of work.

5.4 **Other implications (where significant) – i.e. Section 17, Risk Assessment, Health Impact Assessment, Sustainability, IT, Environmental**

There may be items on the work programme which have implications under Section 17 of the Crime and Disorder Act 1998, however these should be made clear within the individual reports to Committee.

There are no direct Section 17 implications to this report.

BACKGROUND PAPERS USED IN PREPARING THIS REPORT:

- Thurrock Council's Constitution found at:
<http://democracy.Thurrock.gov.uk/cmiswebpublic/>

Report Author Contact Details:

Name: Matthew Boulter
Telephone: 01375 652082
E-mail: mboulter@thurrock.gov.uk