



# TRAFFORD COUNCIL

## AGENDA PAPERS FOR CHILDREN AND YOUNG PEOPLE'S SCRUTINY COMMITTEE

Date: Tuesday, 25 July 2023

Time: 6.30 p.m.

Place: Committee Rooms 2&3, Trafford Town Hall, Talbot Road, Stretford,  
M32 0TH

<b>A G E N D A</b>	<b>PART I</b>	<b>Pages</b>
1.	<b>ATTENDANCES</b>	
	To note attendances, including officers, and any apologies for absence.	
2.	<b>MEMBERSHIP OF THE COMMITTEE 2023/24</b>	1 - 2
	To note the Membership of the Committee including the appointment of Chair and Vice Chair for the 2023/24 Municipal Year.	
3.	<b>COMMITTEE TERMS OF REFERENCE 2023-24</b>	3 - 6
	To note the TermS of Reference of the Committee for the 2023/24 Municipal Year.	
4.	<b>DECLARATIONS OF INTEREST</b>	
	Members to give notice of any interest and the nature of that interest relating to any item on the agenda in accordance with the adopted Code of Conduct.	
5.	<b>MINUTES</b>	To Follow
	To receive and, if so determined, to approve as a correct record the Minutes of the meeting held on 7 March 2023.	
6.	<b>QUESTIONS FROM THE PUBLIC</b>	
	A maximum of 15 minutes will be allocated to public questions submitted in writing to Democratic Services (democratic.services@trafford.gov.uk) by 4	

p.m. on the working day prior to the meeting. Questions must be relevant to items appearing on the agenda and will be submitted in the order in which they were received.

7. **SEND UPDATE AND EDUCATION, HEALTH AND CARE PLAN QUALITY ASSURANCE AND TIMELINESS** To Follow

To consider a report from the Corporate Director of Children's Services.

8. **CHILDREN'S SOCIAL CARE UPDATE** To Follow

To consider a report from the Corporate Director of Children's Services.

9. **TASK AND FINISH GROUP REPORT - CHILDREN AND YOUNG PEOPLE'S ACCESS TO MENTAL HEALTH SERVICES** To Follow

To consider a report from the Children and Young People's Access To Mental Health Services Task and Finish Group.

10. **DRAFT CHILDREN AND YOUNG PEOPLE'S SCRUTINY COMMITTEE WORK PROGRAMME** 7 - 12

For Members to consider the draft work programme and suggest any items they would like the Committee to scrutinise.

11. **URGENT BUSINESS (IF ANY)**

Any other item or items which by reason of:-

- (a) Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Chairman of the meeting, with the agreement of the relevant Overview and Scrutiny Committee Chairman, is of the opinion should be considered at this meeting as a matter of urgency as it relates to a key decision; or
- (b) special circumstances (to be specified) the Chairman of the meeting is of the opinion should be considered at this meeting as a matter of urgency.

**SARA TODD**  
Chief Executive

Membership of the Committee

Councillors D. Western (Chair), R. Duncan (Vice-Chair), J. Bennett, Z.C. Deakin, S. G. Ennis, S. J. Haughey, E.L. Hirst, E.R. Parker, R. Paul, S. Procter, O. Sutton, D. Acton (ex-Officio) and D. Butt (ex-Officio).

## Children and Young People's Scrutiny Committee - Tuesday, 25 July 2023

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### Further Information

For help, advice and information about this meeting please contact:

Alexander Murray,

Tel: 0161 912 4250

Email: [alexander.murray@trafford.gov.uk](mailto:alexander.murray@trafford.gov.uk)

This agenda was issued on **Tuesday, 17<sup>th</sup> July 2023** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall; Talbot Road, Stretford, Manchester, M32 0TH.

### WEBCASTING

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The whole of the meeting will be filmed, except where there are confidential or exempt items.

If you make a representation to the meeting you will be deemed to have consented to being filmed. By entering the body of the Committee Room you are also consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you do not wish to have your image captured or if you have any queries regarding webcasting of meetings, please contact the Democratic Services Officer on the above contact number or email [democratic.services@trafford.gov.uk](mailto:democratic.services@trafford.gov.uk)

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**TRAFFORD COUNCIL**

**MEMBERSHIP OF COMMITTEES 2023/24**

**Notes on Membership:**

(1) The Children and Young Peoples Scrutiny Committee shall have a membership of 11, or, where this does not achieve the political balance required under the Local Government and Housing Act 1989, whatever figure is necessary to reflect the proportional representation of political groups.

(2) The Scrutiny Committee shall be chaired by a Councillor who is a member of the largest political group on the Council. The person appointed as Vice-Chair shall not be a member of the same political group as the person appointed as Chair.

(3) The Children and Young Peoples Scrutiny Committee shall appoint co-opted Members when that committee considers education matters.

(4) The Chairs of both the Scrutiny Committee and the Health Scrutiny Committee shall be appointed as ex-officio Members of the Children and Young People’s Scrutiny Committee.

<b>COMMITTEE</b>		<b>NO. OF MEMBERS</b>	
CHILDREN AND YOUNG PEOPLE’S SCRUTINY COMMITTEE		11	
		(plus the Chair of Scrutiny Committee and the Chair of Health Scrutiny Committee as ex-officio Non-Voting Members)	
		+ 5 CO-OPTED MEMBERS + 3 NON-VOTING MEMBERS (when considering Education matters)	
<b>LABOUR GROUP</b>	<b>CONSERVATIVE GROUP</b>	<b>LIBERAL DEMOCRATS GROUP</b>	<b>GREEN PARTY GROUP</b>
Councillors:	Councillors:	Councillors:	Councillors:
Joanne Bennett Zak Deakin Sarah Haughey Emma Hirst Eve Parker Shirley Procter Denise Western <b>CH</b>	Rob Duncan <b>V-CH</b> Rupali Paul	Shaun Ennis	Owain Sutton
<b>TOTAL</b>	<b>7</b>	<b>2</b>	<b>1</b>
		<b>1</b>	<b>1</b>

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**CHILDREN AND YOUNG PEOPLES SCRUNTINY COMMITTEE CO-OPTED MEMBERS FOR EDUCATION MATTERS**

Church of England (*VOTING MEMBER*): ***Vacancy***

Roman Catholic (*VOTING MEMBER*): ***Vacancy***

Parent-Governor Representatives

Primary (*VOTING MEMBER*): ***Vacancy***

Secondary (*VOTING MEMBER*): ***Vacancy***

Special (*VOTING MEMBER*): ***Vacancy***

Teacher Representatives

(*NON-VOTING MEMBER*): *Vacancy*

(*NON-VOTING MEMBER*): *Vacancy*

(*NON-VOTING MEMBER*): *Vacancy*

## **CHILDREN AND YOUNG PEOPLE'S SCRUTINY COMMITTEE**

### **Terms of Reference**

1. The Committee will be responsible for the review and scrutiny of decisions made or actions taken in connection with the provision, planning and management of education in the borough of Trafford and, in particular, all of the functions of the Council as an education authority under the Education Acts, School Standards and Framework Act 1998 and all other relevant legislation in force from time to time. Co-opted Members will be appointed to discuss education matters and will attend the Scrutiny Committee when they consider education matters.
2. To review and scrutinise decisions made or actions taken in connection with:
  - (a) the provision, planning and management of children's and young people's services and community lifelong learning in the borough of Trafford;
  - (b) all functions of the council insofar as they relate to the provision of opportunities for education, training and learning outside the school environment, including pre-school, adult and community learning.
3. The development of the council's LEA Strategic Plan (incorporating the Education Development Plan) and the Early Years Development Plan.

### **General Role**

4. Subject to statutory provision, to review and scrutinise decisions made or actions taken in connection with the discharge by the Council of its functions and by relevant partner authorities.
5. In relation to the above functions:
  - (a) to make reports and/or recommendations to the full Council, Executive of the Council, any joint committee or any relevant partner authority as appropriate.
  - (b) to consider any matter affecting the area or its inhabitants.
6. To put in place and maintain a system to ensure that referrals from the Children and Young People's Scrutiny Committee to the Executive, either by way of report or for reconsideration, are managed efficiently and do not exceed the limits set out in the Constitution.
7. At the request of the Executive, to make decisions about the priority of referrals made in the event of reports to the Executive exceeding limits in the Constitution, or if the volume of such reports creates difficulty for the management of executive business or jeopardises the efficient running of Council business.

8. To report annually to full Council on its workings, set out their plans for future work programmes and amended working methods if appropriate.

### **Specific functions**

9. Identify the Committee's strategic priorities and determine the Overview and Scrutiny work programme to facilitate constructive evidence based critical-friend challenge to policy makers and service providers within the resources available.
10. Assist and advise the Council in the continued development of the Overview and Scrutiny function within Trafford.
11. Receive, consider and action as appropriate requests:
  - (a) from the Executive in relation to particular issues; and
  - (b) on any matters properly referred to the Committee.
12. Identify areas requiring in-depth review and allocate these to an appropriate Topic Group. The Committee in consultation with the leader of the relevant Topic Group will set the terms of reference, scope and time frame for the review by the Topic Group.
13. In relation to the terms of reference of the Committee it may:
  - (a) assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues;
  - (b) review and scrutinise the decisions made by and performance of the Executive and/or committees and Council officers both in relation to individual decisions and over time;
  - (c) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
  - (d) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the overview and scrutiny committee and local people about their activities and performance;
  - (e) conduct research, community and other consultation as it deems appropriate in the analysis of policy issues and possible options;
  - (f) question and gather evidence from any other person with their consent.
  - (g) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
  - (h) question members of the Executive and/or committees, senior officers of the Council and representatives of relevant partner authorities on relevant



issues and proposals affecting the area and about decisions and performance;

- (i) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working; and
- (j) undertake any other activity that assists the Committee in carrying out its functions.

### **Delegation**

The Children and Young People's Scrutiny Committee shall have all delegated power to exercise the power and duties assigned to them in their terms of reference.

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**CHILDREN AND YOUNG PEOPLE'S SCRUTINY COMMITTEE WORK PROGRAMME 2023-24**

MEETING DATE AND VENUE	AGENDA ITEM	SUMMARY OF ISSUE	CABINET PORTFOLIO (link to Corporate Priorities)	RESOLUTION/RECOMMENDATION	Responsible Officer
Other topics the Committee wish to explore in 2023/24					
<b>25<sup>th</sup> July 2023 6:30 p.m. Committee Rooms 2&amp;3, TTH</b>	SEND & EHCP Update				Karen Samples
	Children's Social Care Update				Pamela Wharton
	Task and Finish Group Report				Alex Murray
<b>26<sup>th</sup> September 2023 6:30 p.m. Committee Rooms 2&amp;3, TTH</b>	Transition for Children in Care				Pamela Wharton
	Transition for Children with EHCPs				Karen Samples
<b>21<sup>st</sup> November 2023 6:30 p.m. Committee Rooms 2&amp;3, TTH</b>	Placement Planning	To review the Council's Plans to handle the demand for school places in 2024/25			Karen Samples
	School Absence	To look at the Council's plans to reduce school absence			Karen Samples

	Healthy Start	To look at what the Council are doing to address health inequalities among children			Helen Gollins
<b>23<sup>rd</sup> January 2023 6:30 p.m. Committee Rooms 2&amp;3, TTH</b>	Youth Offending Service	To look at what the Council and Partners are doing to address rise in knife crime			Andy Zilkha
	Substance misuse	To look at what Early Break and the Council are doing to support young people suffering from substance misuse.			Helen Gollins
	Shine	To look at the support for young people with complex needs and the progress of the multi-agency team model in Trafford.			Pamela Wharton
<b>12<sup>th</sup> March 2023 6:30 p.m. Committee Rooms 2&amp;3, TTH</b>	Hand over to Trafford College	Students from Trafford College to set the agenda.			

**TASK AND FINISH GROUPS**

Date	Title	Summary of issue	Directorate	Timescale	Notes	Outcome

**Items to be scheduled**

Date	Title	Summary of issue	Directorate	Timescale	Notes	Outcome

DRAFT

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## Trafford SCRUTINY TOPIC ASSESSMENT - SELECTION CRITERIA

### 1.0 Defining Scrutiny Topics

For every item on the work programme / new referral, it should be clear:

- What is the issue / activity / project under consideration?
  1. A brief outline of the matter being referred / the question being asked - What is Scrutiny being asked to do?
  2. e.g. undertake a full review of the subject? Investigate / interrogate different policy options? Be consulted on final proposals before decision making? Monitor outcomes / implementation?
- What are the reasons for / expected benefits of involving Scrutiny in this matter?
- Is there a specific deadline for this piece of work?

### 1.1 Topic Selection Criteria

The topic should meet at least one of the following:

- Improvements for local people likely.
- Community/Corporate priority area.
- Key issue for the public.
- Poor performing service.
- High level of dissatisfaction.

### 2.0 Topic Rejection Criteria

The topic should not meet any of the following:

- The issue is already being addressed / being examined elsewhere and change is imminent
- The topic would be better addressed elsewhere (and will be referred there)
- Scrutiny involvement would have limited / no impact upon outcomes
- The topic may be zsub-judice or prejudicial to the Council's interest
- The topic is too broad to make a review realistic
- New legislation or guidance relating to the topic is expected within the next year
- The topic area is currently subject to inspection or has recently undergone substantial change
- Simply for information.

### 3.0 Scoring

Each topic is scored for Importance and Impact on a scale of 1-4 using a scoring guide. (Scoring Topic Assessment Template attached for information).

**Importance** – how well a topic fits with the Council's key aims and priorities.

**Impact** – likely potential impact of outcomes from a scrutiny investigation of the topic in terms of community benefit.

#### 4.0 **Scoring Guide**

##### **Importance**

- 1 Some evidence that the topic is linked to the Council's key aims and priorities but only indirectly.
- 2 Good evidence linking topic to Council's aims but not to Council's current priorities.
- 3 Good evidence linking topic to Council's key aims and priorities.
- 4 Strong evidence linking topic to Council's key aims and priorities.

##### **Impact**

- 1 Minor potential benefits or benefits affecting only one ward/customer/client group
- 2 Minor potential benefits affecting two or more wards/customer/client groups or, moderate potential benefits affecting only one ward/customer/client group.
- 3 Moderate potential benefits affecting more than one ward/customer/client group, or Substantial potential benefits affecting one or more ward/customer/client group.
- 4 Substantial potential benefits community wide or for a significant proportion or section of the community.