

Cabinet

Wednesday, 17 October 2012

Annex Overview and Scrutiny Work Programmes 2012-13

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Work Programme - Scrutiny Committee 2012/13

6th June 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Leader of Council Presentation	Cllr R Bluh	Jodie Townsend Overview & Scrutiny	The Constitution requires the Leader of Council to attend the first meeting of the Scrutiny Committee to outline the Council's priorities for the coming year, the Scrutiny Committee is encouraged to base its own work programme around the priorities of the Council.
Cabinet Member for Finance	Cllr M Edwards	Jodie Townsend Overview & Scrutiny	For the Cabinet Member for Finance to outline the priorities for his portfolio in the coming 12 months and beyond and to make any suggestions/ requests for reviews by the Scrutiny Committee.
Cabinet Member for One Swindon, Localities and Housing	Cllr R Holland	Jodie Townsend Overview & Scrutiny	For the Cabinet Member for One Swindon, Localities and Housing to outline the priorities for his portfolio in the coming 12 months and beyond and to make any suggestions/ requests for reviews by the Scrutiny Committee.
Scrutiny Committee Work Programme 2011/12	N/A	Jodie Townsend Overview & Scrutiny	To discuss the results of the work programme consultation exercise and agree upon a rolling work programme for the coming municipal year

June 25th 2012 – meeting to be moved to the 14th June 2012 to take account of new Cabinet date			
Subject	Cabinet Member	Officer Contact	Purpose
Review of Cabinet and Cabinet Member Decisions	Cabinet Members	Jodie Townsend Overview & Scrutiny	Review of Cabinet and Cabinet Member Decisions
Appointment of Scrutiny Localities Sub Group	N/A	Stephen Taylor Law & Democratic Services	Chair of Scrutiny proposes appointing a sub-group to deal with the decisions making process and review of decisions taken by the various Localities.
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required

July 16th 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Review of Cabinet and Cabinet Member Decisions	Cabinet Members	Jodie Townsend Overview & Scrutiny	To review the process of Cabinet and Cabinet Member decision making
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required

August 6th 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Cabinet Member Q&A – Deputy Leader & Children’s Services	Cllr D Renard	Douglas Campbell Cabinet Office	To review the portfolio and performance of the Cabinet Member for Children’s Services and the Deputy Leader
Overview Committee Update Report	N/A	Jodie Townsend, Overview & Scrutiny	To receive a report from the Chairs of the Overview and Scrutiny Committees updating Scrutiny on its work programme progress and plans, highlighting and concerns or problems and making any suggestions for improvements
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required

12th September 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Review of Cabinet and Cabinet Member Decisions	All	Jodie Townsend Overview & Scrutiny	Review of Cabinet and Cabinet Member Decisions
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required

1st October 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Cabinet Member Q&A –Regeneration and Culture	Cllr G Perkins	Douglas Campbell Cabinet Office	To review the portfolio and performance of the Cabinet Member for Regeneration and Culture
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required

22nd October 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Review of Cabinet and Cabinet Member Decisions	All	Jodie Townsend	Review of Cabinet and Cabinet Member Decisions
Cabinet Member Q&A – Safer and Stronger Borough	Cllr V Tomlinson	Douglas Campbell Cabinet Office	To review the portfolio and performance of the Cabinet Member for a Safer and Stronger Borough
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required

5th November 2012				
Subject	Cabinet Member	Officer Contact	Purpose	
Cabinet Member Q&A – Streetsmart and Corporate Services	Cllr F Foley	Douglas Campbell Cabinet Office	To review the portfolio and performance of the Cabinet Member for Streetsmart and Corporate Services	
Wi-Fi Project: The New deal	TBC	TBC	To receive the latest information concerning the new deal for the Wi-Fi project and to review the progress and performance of the new deal	
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required	

26th November 2012				
Subject	Cabinet Member	Officer Contact	Purpose	
Cabinet Member Q&A – Strategic Planning and Sustainability	Cllr D Heenan	Douglas Campbell Cabinet Office	To review the portfolio and performance of the Cabinet Member for Strategic Planning and Sustainability	
Review of Democratic and Member Services	Cllr Bluh	Stephen Taylor Law & Democratic Services	Review of the services provided by and the performance of Democratic and Member Services	
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required	

17TH December 2012

Subject	Cabinet Member	Officer Contact	Purpose
Review of Cabinet and Cabinet Member Decisions	All	Jodie Townsend Overview & Scrutiny	To review the process of Cabinet and Cabinet Member decision making
Half Yearly Update from Leader of Council	Cllr R Bluh	Douglas Campbell, Cabinet Office	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation in June 2012
Forward Swindon and New Swindon Company	Cllr G Perkins Cllr R Bluh	TBC	To review the performance, finances and business plan of Forward Swindon; and review of the finances and performance of the previous New Swindon Company and how they were held accountable for their performance
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required

21st January 2013

Subject	Cabinet Member	Officer Contact	Purpose
Cabinet Member Q&A – Finance	Cllr M Edwards	Douglas Campbell Cabinet Office	To review the portfolio and performance of the Cabinet Member for Finance
Overview Committee Update Report	N/A	Jodie Townsend Overview & Scrutiny	To receive a report from the Chairs of the Overview and Scrutiny Committees updating Scrutiny on its work programme progress and plans, highlighting and concerns or problems and making any suggestions for improvements
Status of Committee Decisions	N/A	Steve Jones Committee Officer	To advise the Committee of the status of decisions and determine if any further action is required

11th February 2013				
Subject	Cabinet Member	Officer Contact	Purpose	
Review of Cabinet and Cabinet Member Decisions	All	Jodie Townsend Overview & Scrutiny	To review the process of Cabinet and Cabinet Member decision making	
One Swindon	Cllr R Bluh	TBC	To review the delivery and performance of One Swindon	
Cabinet Member Q&A – Leisure and Strategic Transport	Cllr K Williams	Douglas Campbell Cabinet Office	To review the portfolio and performance of the Cabinet Member for Leisure and Strategic Transport	

4th March 2013				
Subject	Cabinet Member	Officer Contact	Purpose	
Alcohol and the affect it is having on the Borough of Swindon	Cllr R Bluh Cllr B Mattock Cllr V Tomlinson	TBC	To review the previous Safer and Stronger Scrutiny review of Alcohol, to question relevant Cabinet Members and outside witnesses such as Wiltshire Police, NHS and others to be identified on how the affects of Alcohol are being tackled in Swindon	

25th March 2013				
Subject	Cabinet Member	Officer Contact	Purpose	
Review of Cabinet and Cabinet Member Decisions	All	Jodie Townsend Overview and Scrutiny	To review the process of Cabinet and Cabinet Member decision making	
Cabinet Member Q&A – One Swindon, Localities and Housing	Cllr R Holland	Douglas Campbell, Cabinet Office	To review the portfolio and performance of the Cabinet Member for One Swindon, Localities and Housing	

15th April 2013				
Subject	Cabinet Member	Officer Contact	Purpose	
Cabinet Member Q&A- Health & Adult Social Care	Cllr B Mattock	Douglas Campbell Cabinet Office	To review the portfolio and performance of the Cabinet Member for Health and Adult Social Care	
Locality Review	TBC	TBC	To review the progress and performance of the Localities	
Review of the Year 2012/13				

Work Programme – Safer & Stronger Overview and Scrutiny Committee 2012/13

28th June 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Cabinet Member Priorities	Cllr V Tomlinson	Douglas Campbell Cabinet Office	To receive report (and presentation) from Cabinet Member with relevant portfolio aspects to the remit of this Committee on the priorities for these areas in the coming years, details of any areas for policy review and any areas of concern, and receive suggestions from Cabinet Member for areas of review for the Committee.
Wiltshire Police Priorities	N/A	N/A	To receive presentation from Wiltshire Police outlining their priority areas for the coming year and receive any suggestions from Wiltshire Police for topics for inclusion in the Committees work programme
Committee Work Programme 2011/12	N/A	Jodie Townsend Overview & Scrutiny	To discuss the results of the work programme consultation exercise and agree upon a rolling work programme for the coming municipal year

13th September 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Special Constabulary	N/A	N/A	To review Wiltshire Police approach to Special Constabulary

22nd November 2012			
Subject	Cabinet Member	Officer Contact	Purpose
The Watches	Cllr V Tomlinson	TBC	To review the various 'watch' schemes such as Neighbourhood Watch that operate across the Borough

24th January 2013				
Subject	Cabinet Member	Officer Contact	Purpose	
Violence – Public and Private Space Violence	Cllr V Tomlinson	TBC	To review SBC and Wiltshire Police approach to public and private space violence	

7th March 2013				
Subject	Cabinet Member	Officer Contact	Purpose	
Restorative Justice	Cllr V Tomlinson	TBC	To review the operation of the restorative justice project operating in the Borough and its future plans for development	

Health Overview & Scrutiny Committee Draft Work Programme 2012/13Key

GWH	Great Western Hospital
PCT	Gloucestershire & Swindon Primary Care Trust Cluster
SEQOL	Care and Support Social Enterprise
AWP	Avon & Wiltshire Mental Health Partnership
CCG	(GP) Clinical Commissioning Group
PH	Public Health
GWAS	Great Western Ambulance Service
SBC	Swindon Borough Council
LINK	Local Involvement Network
SCG	Specialised Clinical Commissioning Group
HWB	Health & Wellbeing Board

CHAIR

Councillor Claire Ellis

VICE CHAIR

Councillor Ray Ballman

CABINET MEMBER FOR HEALTH & SOCIAL CARE

Councillor Brian Mattock

Information/ reports to be circulated outside of the meeting – Reports for ‘information only’ will be circulated to Members in addition to the agenda and papers for Committee meetings. Each report will state what action, if any, is required by Members as a result of the report. Members can discuss any issues arising from any information circulated outside of formal Committee meetings as part of the ‘Work Programme Update’ agenda item at each meeting.

Review of the Work Programme

The work programme will be reviewed at every meeting of the Health Overview & Scrutiny Committee to ensure that it remains relevant, to ensure that Members and Officers have sufficient capacity to deliver the work programme and to include any additional items on the work programme, if appropriate.

13th June 2012		Deadline for reports: 30th May 2012	
Item	Objectives	Witnesses	Proposed Outcomes
Partner Organisation update reports	At each meeting an update report will be provided on any matter that the Committee should be made aware of, may have an interest in or be required to comment on.	GWH PCT (to include CCG update) AWP SEQOL	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.
LINK Work Programme	To inform the Committee of the work planned by LINK for the forthcoming year.	LINK SBC	To identify areas where the Committee could assist with the work of LINK and identify any areas where the LINK could assist the committee.
HOSC Work Programme	To approve the HOSC work programme for the 2012/13 municipal year and identify any items to be included.	SBC	

1st August 2012		Deadline for reports: 18th July 2012	
Item	Objectives	Witnesses	Proposed Outcomes
Partner Organisation update reports	At each meeting an update report will be provided on any matter that the Committee should be made aware of, may have an interest in or be required to comment on.	GWH PCT (to include CCG update) AWP SEQOL	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.
Public Health Transition Plan	To update the committee on the transition of Public Health from the PCT to SBC, including key dates, and organisational chart	PH SBC	To give Members a better understanding of the new structure and work plans.
JSNA 2012	To update the committee on the new Joint Strategic Needs Assessment for 2012.	PH SBC	To keep members informed of the needs of the residents in the Borough.

1st August 2012		Deadline for reports: 18th July 2012	
Learning Disabilities Transformation Programme	To receive a report written by service user parents and carers on the transformation of Learning Disabilities Day Care Services	SEQOL	To inform the committee of service users proposals to transform Learning Disability Day Care Services from what is currently provided to a new system focused around personalisation budgets and to seek the Committee's backing to proposed changes
111 Service update	To inform the committee on the current arrangements for the new 111 Service, which are due to be operational by April 2013.	PCT	To inform Members of the purpose of the new service, who the new service provider will be and the benefits of having the service in place.
LINK reports on Victoria Centre and Ambulance Transfers at GWH	To inform the committee of the two reviews that the LINK have carried out and to highlight any areas of concern.	LINK SBC	To highlight areas of concern from the reports that the Committee can help to address and seek responses from the relevant health partners.
Work Programme		Scrutiny Officer	The work programme is a working document and subject to change at each meeting.

3rd October 2012		Deadline for reports: 19th September 2012	
Item	Objectives	Witnesses	Proposed Outcomes
Partner Organisation update reports	At each meeting an update report will be provided on any matter that the Committee should be made aware of, may have an interest in or be required to comment on.	GWH PCT (to include CCG update) AWP SEQOL	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.
Demand Enquiry	To inform members of work being done to look at the demand for services in adult social care	SBC	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.
Consultation on the provision of commissioned services from the voluntary sector	To inform members of the outcome of consultation events with voluntary and community organisations	SBC	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.

3rd October 2012		Deadline for reports: 19th September 2012	
Swindon Health & Wellbeing Board	To inform the committee of the structure of the Shadow HWB, its objectives and discuss how scrutiny can be effectively involved once the HWB is in place.	SBC PCT PH	For the Committee to build a good understanding of the structure of the HWB and how it will work once implemented and to start discussions on the scrutiny of the HWB's decisions.
Diabetes	To receive an update on the recommendations that were made in a previous report dated February 2012, and the subsequent actions taken. To continue to monitor whether improvements are being made to the diabetic service in Swindon and if not, make further recommendations.	PH PCT	The Committee may be required to make further recommendations.
Healthwatch	To receive an update on SBC's proposals to implement the new Healthwatch body	SBC	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.
Reablement	To receive a report following an audit on the Reablement Service and provide the committee with an opportunity to input into the findings of the audit.	SBC	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.
Alternative Medicines	TBC	TBC	TBC
Work Programme	To keep the work programme up to date	Scrutiny Officer	The work programme is a working document and subject to change at each meeting.

14th November 2012		Deadline for reports: 31st October 2012	
Item	Objectives	Witnesses	Proposed Outcomes
Partner Organisation update reports	At each meeting an update report will be provided on any matter that the Committee should be made aware of, may have an interest in or be required to comment on.	GWH PCT (to include CCG update) AWP SEQOL	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.

14th November 2012		Deadline for reports: 31st October 2012	
Short term breaks for the young in Swindon	To receive an update on the provision of short term breaks in Swindon	PCT SBC	To ascertain what provision is in place and whether any further work is required to set up a replacement short break care centre in the Borough.
GWH Discharge Policy	The Great Western Hospital has made alterations to its Hospital Discharge Policy which the committee is required to overview.	GWH	The Committee is required to overview policies that affect the health of the population of Swindon and may wish to make recommendations in respect of this.
Tobacco control	To receive an update on the work being carried out in relation to tobacco control, in particular, work with children	PH PCT	The Committee may wish to make recommendations in respect of this area.
Work Programme	To keep the work programme up to date	Scrutiny Officer	The work programme is a working document and subject to change at each meeting.

30th January 2013		Deadline for reports: 16th January 2013	
Item	Objectives	Witnesses	Proposed Outcomes
Partner Organisation update reports	At each meeting an update report will be provided on any matter that the Committee should be made aware of, may have an interest in or be required to comment on.	GWH PCT (to include CCG update) AWP SEQOL	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.
Eating Disorders	To provide the committee with an insight into work carried out in respect of eating disorders.	PCT PH	To provide Members with details of work that has been undertaken in this area and identify any areas where further work may be required.
Asthma	To provide the committee with an insight into work carried out in respect of asthma.	PCT PH	To provide Members with details of work that has been undertaken in this area and identify any areas where further work may be required.
Work Programme	To keep the work programme up to date	Scrutiny Officer	The work programme is a working document and subject to change at each meeting.

21 st March 2013 (Thursday)		Deadline for reports: 7 th March 2013	
Item	Objectives	Witnesses	Proposed Outcomes
Partner Organisation update reports	At each meeting an update report will be provided on any matter that the Committee should be made aware of, may have an interest in or be required to comment on.	GWH PCT (to include CCG update) AWP SEQOL	To provide Members with current information on policy changes, key issues and problems in order that they can be addressed accordingly.

TASK GROUPS

Item	Objectives	Witnesses	Proposed Outcomes
Care Homes	To review the policies and procedures for care home places selected by the Local Authority for Residents of Swindon.	SEQOL Swindon Borough Council CQC	<ul style="list-style-type: none"> • To overview the policies for selecting private care homes for use by Swindon residents • To improve the standard of private care homes used by SBC
Poverty and Ethnicity			<ul style="list-style-type: none"> •

Work Programme – Economic, Environmental & Sustainability Overview and Scrutiny Committee 2012/13

5th July 2012				
Subject	Cabinet Member	Officer Contact	Purpose	
Cabinet Member Priorities	Cllr F Foley Cllr D Heenan Cllr R Holland Cllr G Perkins Cllr K Williams	Douglas Campbell Cabinet Office	To receive report (and presentation) from Cabinet Members with relevant portfolio aspects to the remit of this Committee on the priorities for these areas in the coming years, details of any areas for policy review and any areas of concern, and receive suggestions from Cabinet Members for areas of review for the Committee.	
Forward Swindon Priorities	N/A	TBC	Forward Swindon to outline their priorities for the coming year to the Committee.	
Committee Work Programme 2011/12	N/A	Jodie Townsend Overview & Scrutiny	To discuss the results of the work programme consultation exercise and agree upon a rolling work programme for the coming municipal year	
Inward Investment Briefing Paper	N/A	Jodie Townsend Overview & Scrutiny	Overview and Scrutiny Officer to provide the Committee with a briefing paper on the Committees Inward Investment review to date.	

26th September 2012				
Subject	Cabinet Member	Officer Contact	Purpose	
Town Centre Regeneration Review	Cllr G Perkins	Jodie Townsend Overview & Scrutiny	Committee to receive final report of the Town Centre Regeneration Review.	
Mechanics Advisory Group	Cllr G Perkins	Jodie Townsend Overview & Scrutiny	To receive final report from the Mechanics Advisory Group	
A guide to Strategy Development	Cllr G Perkins	Paddy Bradley James Griffin	Committee to receive presentation on development of strategy at Swindon Borough Council	
Inward Investment	Cllr R Bluh Cllr G Perkins	Jodie Townsend Overview & Scrutiny	Continuation of Inward Investment review content of item yet to be confirmed	

23rd October 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Economic Strategy	TBC	TBC	Committee to receive presentation on Economic Strategy and contribute to consultation process

13th December 2012			
Subject	Cabinet Member	Officer Contact	Purpose
Core Strategy	TBC	TBC	Committee to receive presentation on Core Strategy and contribute to consultation process
Inward Investment	Cllr R Bluh Cllr G Perkins	TBC	Committee to receive final report from Inward Investment review

7th February 2013			
Subject	Cabinet Member	Officer Contact	Purpose
Recycling/ Waste to Energy/ Waste Management	Cllr F Foley	R Fisher	Committee to receive presentation on topic matter and review future plans, options and relevant policy
4th April 2013			
Subject	Cabinet Member	Officer Contact	Purpose
			Items to be confirmed

Children & Young People Overview Committee Work Programme 2012/2013

Key: People

OS	One Swindon
BDC	Board Director Commissioning (DCS/DASS)
JDPH	Joint Director of Public Health
HCF	Head of Children & Families
HC-C&A	Head of Commissioning – Children & Adults
HC-E&A	Head of Commissioning – Economy & Attainment

Information/ reports to be circulated outside of the meeting – Reports for ‘information only’ will be circulated to Members in addition to the agenda and papers for Committee meetings. Members are asked to advise the Scrutiny Unit of any queries they may have as a result of any reports or if they feel that the report should be considered at a future Committee meeting.

Review of the Work Programme

The work programme will be reviewed at every meeting of the Children & Young People’s Overview & Scrutiny Committee to ensure that it remains relevant, to ensure that Members and Officers have sufficient capacity to deliver the work programme and to include any additional items on the work programme, if appropriate.

20 th June 2012		Deadline for reports: 6 th June 2012	
Item	Objectives	Witnesses	Proposed Outcomes
Performance Update	To update the Committee on the performance of Children's Services, including Children's Social Care, where data is routinely reported and available.	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Finance Update	To inform the Children and Young People's Overview and Scrutiny Committee of the latest projected outturn position across the Children's Services 2011/12 revenue budgets	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Co-optee's Report	To officially appoint the co-optee's for the municipal year 2011/12.	Scrutiny Officer	Committee to agree appointments.
Work Programme Planning	The committee is required to set its work programme for the 2012/13 municipal year.	Scrutiny Officer	To agree a work programme for the 2012/13 municipal year including setting topics for review.
ACTIONS ARISING FROM PREVIOUS MEETINGS			

19 th September 2012		Deadline for reports: 5 th September 2012	
Item	Objectives	Witnesses	Proposed Outcomes
PART 1			
Performance Update	To update the Committee on the performance of Children's Services, including Children's Social Care, where data is routinely reported and available.	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Finance Update	To inform the Children and Young People's Overview and Scrutiny Committee of the latest projected outturn position across the Children's Services 2011/12 revenue budgets	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Children in Care and Adoption	To update the committee on the increasing numbers of children in care and the work being done to address this and to look at work that is being carried out around Adoptions	HCF	To discuss, challenge and review at future meetings if required
Munro Implementation Plan	To inform the committee of the implementation of Munro recommendations from the Review of Children Protection	HC-C&A	To discuss and challenge; is this being developed with local solutions to ensure that recommendations are met in a way that improves outcomes for children and families in Swindon
Signs of Safety	To inform the committee of the Signs of Safety approach to child protection and decision making that aims to improve the involvement and buy-in from key people linked to the child	HC-C&A HCF	To discuss, challenge and review at future meetings if required
ACTIONS ARISING FROM PREVIOUS MEETINGS			

21 st November 2012		Deadline for reports: 7 th November 2012	
Item	Objectives	Witnesses	Proposed Outcomes
PART 1			
Performance Update	To update the Committee on the performance of Children's Services, including Children's Social Care, where data is routinely reported and available.	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Finance Update	To inform the Children and Young People's Overview and Scrutiny Committee of the latest projected outturn position across the Children's Services 2011/12 revenue budgets	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Youth Forum/Youth MP's (To be held off site, at a venue chosen by the Youth Forum)	To update the committee on the work carried out by the Youth Forum over the past year and provide details of future direction. To receive an update from the Youth MP's. To provide Members with an insight into the work of the local youth groups around the Borough.	HC-C&A	This meetings gives the committee a good opportunity to engage with the Young People in Swindon and find out what issues matter to them and what they are doing about it
BRIEFING NOTES TO MEMBERS OUTSIDE OF COMMITTEE			
ACTIONS ARISING FROM PREVIOUS MEETINGS			

16th January 2013		Deadline for reports: 2nd January 2013	
Item	Objectives	Witnesses	Proposed Outcomes
PART 1			
Performance Update	To update the Committee on the performance of Children's Services, including Children's Social Care, where data is routinely reported and available.	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Finance Update	To inform the Children and Young People's Overview and Scrutiny Committee of the latest projected outturn position across the Children's Services 2011/12 revenue budgets	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Academies and Standards	To update the committee on the current position with Academies; how many schools have applied, how many are running, the effect this has had to the education budgets.	HC-E&A	
School Place Planning	To inform the committee of the increase in school places in both primary and secondary provision and look ahead to plans to tackle the lack of school places	HC-E&A	
Attendance and Exclusion figures	To provide the committee with more comprehensive information around attendance and exclusions at primary and secondary schools throughout the Borough	HC-E&A	
ACTIONS ARISING FROM PREVIOUS MEETINGS			

6 th March 2013		Deadline for reports: 20 th February 2013	
Item	Objectives	Witnesses	Proposed Outcomes
PART 1			
Performance Update	To update the Committee on the performance of Children's Services, including Children's Social Care, where data is routinely reported and available.	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Finance Update	To inform the Children and Young People's Overview and Scrutiny Committee of the latest projected outturn position across the Children's Services 2011/12 revenue budgets	HC-C&A HC-E&A HCF	To consider areas for discussion, challenge and review at future meetings, based on the Performance data presented in the report
Question & Answer Session with the Cabinet Member for Children's Services	To put questions to the Cabinet Member in relation to the strategic vision for the provision of improved buildings for education. To put any other questions to the Cabinet Member regarding their portfolio in order to hold them to account and to identify areas of concern.		Identify any areas of concern and actions required.
ACTIONS ARISING FROM PREVIOUS MEETINGS			

TASK GROUPS

Item	Objectives	Witnesses	Proposed Outcomes
Review in to the procedures for opening and closing schools in the Borough	To review the Council's policies on consultation for opening and closing schools, focusing particularly on the opening of Croft School and the closure of Northview School		
University Technical College			

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