

# Notice of Children's Services Overview and Scrutiny Committee



Date: Tuesday, 6 June 2023 at 6.00 pm

Venue: Committee Room, First Floor, BCP Civic Centre Annex, St Stephen's Rd, Bournemouth BH2 6LL

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## Membership:

**Chair: to be elected**

**Vice Chair: to be elected**

Cllr P Broadhead  
Cllr O Brown  
Cllr S Bull  
Cllr B Chick

Cllr P Cooper  
Cllr B Dove  
Cllr E Harman  
Cllr M Howell

Cllr S Mackrow  
Cllr D Martin  
Cllr A-M Moriarty

## Parent Governor Co-opted Representatives

P Martin, E Hall (Academy) and S Welch (Academy)

## Diocesan Co-Opted Representatives

M Saxby

## Youth Parliament Representatives

A Hodges, H Maftah, D Rees-Coshan and Z Susic

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All Members of the Children's Services Overview and Scrutiny Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpccouncil.gov.uk/ieListDocuments.aspx?MId=5579>

If you would like any further information on the items to be considered at the meeting please contact: Louise Smith on 01202 096660 or email [louise.smith@bcpcouncil.gov.uk](mailto:louise.smith@bcpcouncil.gov.uk)

Press enquiries should be directed to the Press Office by email at [press.office@bcpcouncil.gov.uk](mailto:press.office@bcpcouncil.gov.uk) or tel: 01202 118686

This notice and all the papers mentioned within it are available at [democracy.bcpccouncil.gov.uk](https://democracy.bcpccouncil.gov.uk)

GRAHAM FARRANT  
CHIEF EXECUTIVE

26 May 2023

**DEBATE  
NOT HATE**



Available online and  
on the Mod.gov app



## Maintaining and promoting high standards of conduct

### Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

#### Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

#### Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer  
([susan.zeiss@bcpcouncil.gov.uk](mailto:susan.zeiss@bcpcouncil.gov.uk))

### Selflessness

Councillors should act solely in terms of the public interest

### Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

### Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

### Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

### Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

### Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

### Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

# AGENDA

Items to be considered while the meeting is open to the public

## 1. Election of Chair

To elect the Chair of the Children's Services Overview and Scrutiny Committee for the 2023/24 Municipal Year

## 2. Election of Vice Chair

To elect the Vice Chair of the Children's Services Overview and Scrutiny Committee for the 2023/24 Municipal Year.

## 3. Apologies

To receive any apologies for absence from Councillors.

## 4. Substitute Members

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

## 5. Declarations of Interests

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

## 6. Confirmation of Minutes

To confirm and sign as a correct record the minutes of the Meeting held on 7 February 2023.

7 - 16

## a) Action Sheet

17 - 22

## 7. Public Issues

To receive any public questions, statements or petitions submitted in accordance with the Constitution, which is available to view at the following link:

[https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bc\\_r=1](https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bc_r=1)

The deadline for the submission of a public question is 4 clear working days before the meeting.

The deadline for the submission of a public statement is midday the

working day before the meeting.

The deadline for the submission of a petition is 10 working days before the meeting.

**8. Youth Justice Service Youth Justice Plan for 2023/24**

23 - 76

To present the Youth Justice Plan for 2023/24. There is a statutory requirement to publish an annual Youth Justice Plan which must provide specified information about the local provision of youth justice services. This report summarises the Youth Justice Plan for 2023/24, with a copy of the Plan appended. The Youth Justice Plan needs to be approved by the full Council.

**9. Introduction to Children's Services**

To receive a brief verbal introduction from the Corporate Director, Children's Services

**10. Children's Services Improvement Plan – MV3 Feedback and DfE Advisers Feedback**

77 - 84

BCP Childrens Services was inspected, under the Inspection of Local Authority Children's Services (ILACs) framework in December 2021. The outcome was an overall inadequate judgement.

As a result the Secretary of State of Education issued a Statutory Direction and appointed a DfE Improvement Adviser to support the Council in their improvement of Childrens Social Care Services.

The Childrens Services Improvement Plan is in place to ensure progress is made at pace in Childrens Social Care in line with the recommendations of the December Inspection and in accordance with the statutory direction notice received by the Council in March 2022.

Overview and Scrutiny require regular updates on themes regarding improvement. In March 2023 Childrens Services had their third Monitoring Visit, the letter published by Ofsted is presented for scrutiny alongside, the attached presentation and the DfE Advisers second report. The DfE Adviser in their role is required to review the pace and progress of improvement at regular intervals to ensure it is sufficient and report on this to the Secretary of State

**11. Update to SEND Mainstream Banding**

85 - 92

The purpose of this paper is to update members on the implementation of the changes of the mainstream SEND banding descriptors and banding values.

This paper reminds Members of the process that was taken to arrive at the options and outlines the implementation process and gives an outline of the spend so far.

**12. Brighter Futures Children's Services Key Performance Indicators (Q4)**

93 - 112

This report provides a performance update for the period January to March 2023 (Quarter 4 2022-23) for the key performance indicators relating to



Children's Services as detailed in the Corporate Performance Scorecard.

**13. Overview and Scrutiny Annual Report**

113 - 168

Overview and Scrutiny (O&S) is a statutory function of all councils operating an executive model of decision making. In BCP Council, O&S activity is carried out by four O&S committees formed of councillors and co-opted members. There is a requirement to report on the work of O&S to Council, to ensure good visibility of the function and Council ownership of any improvements required.

The annual report contains a summary of O&S activity undertaken over 2019-23, reflections on working practices and an action plan identifying strategic improvements to the O&S function.

All O&S Committees will receive the annual report for consideration, providing opportunity for comment prior to the supply of the final report to Council.

**14. Portfolio Holder Update**

To receive a verbal update from the Portfolio Holder for Children and Young People.

**15. Forward Plan**

169 - 196

The Children's Services Overview and Scrutiny (O&S) Committee is asked to consider and identify work priorities for its next meeting pending a wider review of its Forward Plan in dedicated workshop.

**16. Dates of Future Meetings**

To note the 2023/24 Municipal Year dates for the Committee as follows:

- 19 September 2023
- 21 November 2023
- 23 January 2024
- 19 March 2024

All with a 6pm start, venues to be confirmed.

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

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**BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL**  
**CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE**

Minutes of the Meeting held on 07 February 2023 at 6.00 pm

Present:-

Cllr R Burton – Chair  
Cllr S Gabriel – Vice-Chair

Present: Cllr E Coope, Cllr M Haines, Cllr L Lewis, Cllr A Martin, Cllr S Moore  
and Cllr S Phillips

Co-opted Members: P Martin, Parent Governor  
E Hall, Parent Governor (Academy)  
S Welch, Parent Governor (Academy)  
Z Susic, MYP  
A Hedges, MYP

63. Apologies

Apologies were received from Councillor Rocca. Councillor Northover attended virtually, forgoing any voting rights.

64. Substitute Members

There were no substitute members for this meeting.

65. Declarations of Interests

There were no declarations of interest for this meeting.

66. Confirmation of Minutes

**RESOLVED that the minutes of the Children's Services Overview and Scrutiny Committee held on 22 November 2022, having previously been circulated, be confirmed as read and agreed as accurate and signed by the Chair.**

67. Action Sheet

A Committee Member requested that the Committee lobby the local MPs regarding CE and the Chair advised it would be added to the Action Sheet.  
**ACTION.**

The Chair advised he attended the Corporate and Community Committee on behalf of the Committee to consider the BCP Community Safety Partnership Annual Report and advised any interested Members could review the minutes or watch the live stream.

The Chair read out an update relating to the MYPs actions on the sheet and advised it would be updated accordingly.

68. Public Issues

There were no public issues for this meeting

69. Joint Inspection of Dorset Combined Youth Justice Service

The Youth Justice Service Manager presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

HMI Probation led a Joint Inspection of Dorset Combined Youth Justice Service in September and October 2022. The inspection report was published on 17 January 2023. The overall rating of the service was *Good*. The report provided a thorough review of the work of the service, applying 13 inspection standards. 11 of the 13 standards were rated Good, one was rated Requires Improvement and one was rated Outstanding.

The Committee discussed the report and comments were made, including:

- The Chair congratulated the Service Manager on the outcome noted that the 'Good' rating for a joint inspection was to date, the highest rating given, with Dorset scoring one of the highest outcomes possible
- A Committee Member congratulated everyone involved and acknowledged the praise of the speech and language therapists work which was detailed within the report.
- A Committee Member highlighted the work of the Child Exploitation Working Group and requested a recommendation be put forward that it continues after the elections. **ACTION – add to Child Exploitation Working Group Report to Committee.**
- In response to a query regarding the 'Requires Improvement' rating for the out of court disposals assessment, the Committee was advised of the reasons why the Inspectors gave the rating and the work that was being done to improve in this area.
- In response to a query from an MYP that whilst recognising the 'Good' rating, enquired about the pursuit of the six recommendations detailed, the Committee was reassured that the action plan included all the suggested areas for improvement within the report and not just the recommendations.
- In response to a query regarding recommendation six - to improve analysis and quality of assessment, the Committee was advised that Inspectors felt that the risk of harm components within the assessments could be more consistent and in depth and examples were provided.

The Chair summarised as follows:



- The Committee acknowledged the good result
- Acknowledged the Speech and Language therapists contribution
- Child Exploitation issues
- Assessment tool and how it could be improved
- Risk assessments.

**RESOLVED that the Committee note the findings of the Inspection report, including the 'Strengths' and 'Areas for Improvement' identified and be assured that an action plan was in place with suitable monitoring to address the report's recommendations.**

70. Virtual School Head's Annual Report

The Headteacher of Virtual School and College presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

The report gave an overview of the academic year 2021-22 for children in care and care leavers. The report included successes, areas that had been focused on, areas to develop and priorities for the next academic year. Educational outcomes were shown in the report, along with an outline of spend for the Pupil Premium Grant.

The Committee discussed the report and comments were made, including:

- The Chair requested the Committee's congratulations be passed on those who had completed Degrees and Masters. **ACTION**
- In response to a query regarding the unknown Ofsted ratings, it was clarified that those Academies were yet to have an Ofsted inspection therefore had no official rating
- In response to a query from an MYP regarding how absences could be reduced, the Committee was reassured that Officers worked closely with partners to help reduce absences and examples of the work were provided
- In response to a query regarding the suspensions detailed in the report, the Committee was advised of the work by the Virtual School and Inclusion Service to address this issue.
- In response to a query regarding the use of Pupil Premium (PP), the Committee was advised that the Personalised Education Plan was managed on an electronic system called 'Welfare Call', which set targets linked to the PP to say what it was wanted for and the impact it would have on the pupil
- In response to a query regarding the Unaccompanied Asylum-Seeking Children (UASC), the Committee was advised that the number listed were not just of school age, as it included post 16 cohort. The support that was provided for all UASC was detailed to the Committee
- In response to a query regarding any patterns in outcomes for exam data, the Committee was advised that the young people did really well this year and the support and reasons for that were highlighted.

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE  
07 February 2023

It was noted that this support would continue for all pupils to give them the best opportunity for positive outcomes.

- In response to a query regarding the recording of attendance data, the Committee was advised that attendance data was being collected from post 16 provision at the end of each week. It was noted that retrospective data could be provided to Foster Carers regarding attendance, but the Service would not have daily attendance information to provide.
- In response to a query regarding the process for contacting a foster carer if a young person did not attend college, the Headteacher of the Virtual School and College advised she would discuss it with the post 16 provision providers to ensure consistency of information and monitoring. **ACTION**

The Chair summarised as follows:

- Reductions in absences
- Suspensions and how to continue to reduce.
- PP and how it was monitored using Welfare Call
- UASC and EASL support
- Exam and attendance data

**RESOLVED that the successes of the young people in care and care leavers, the work that has been undertaken by the Virtual School and the priorities for the next academic year be noted by the Committee.**

71. SEND Improvement Journey: SEND Capital Programme and Delivering Better Value (DBV)

The Director of Education and Skills and Head of Service – School Places, Funding & Admissions presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'C' to these Minutes in the Minute Book.

The report provided an update on the Council's progress in the Department for Education's Delivering Better Value (DBV) programme. The programme was designed to provide dedicated support and funding to help local authorities with substantial deficit issues in their high needs block of the dedicated schools grant (DSG) to reform their high needs systems.

BCP Council was one of 55 LA's participating in the first cohort of the programme. This was set against significant concern about the escalating deficit in the Dedicated Schools Grant with low reserves. The DBV programme would be used to validate the direction of travel of the Council's Written Statement of Action and High Needs Block Recovery Plans, the relative prioritisation of initiatives and workstreams and the feasibility of implementation plans and associated timelines. In essence, the programme would help BCP Council deliver savings and support the Council's deficit recovery.

The Committee discussed the report and comments were made, including:

- The Chair started by providing an overview of the report to the Committee
- In response to a query, it was noted that this would not address the entire deficit but would reduce the growth by £29 million and would support the local SEND improvement work
- In response to an update request regarding the green paper from Government recognising the financial difficulties faced and the two free school bids, the Committee was advised the service was waiting to hear regarding both
- In response to a query about the aim of getting more SEND students in to mainstream provision, the Committee was advised that pupils with an EHCP would be supported by funding which had been increased following recent consultation to allow up to the employment of a full time Teaching Assistant
- In response to a query regarding Opportunity four detailed in the report regarding the Annual Review Backlog of approximately 1800, the Committee was advised of the efficiencies and savings which would be created if those were removed.
- The Committee was reassured of the proposed use of a graduated response to reduce the need for full EHCPs and how that would happen was detailed.
- In response to a query regarding the LA costs of potentially defending any appeals regarding EHCPs, the Committee was advised the employment of legal officers had significantly reduced the cost of mediation and the number of appeals.

The Chair summarised as follows:

- Recap of overview
- Green paper and Free schools update on timescales
- Annual review backlog
- Any impact on schools and how it could be mitigated
- Appeals

**RESOLVED that the Committee note the findings and outputs identified following the Council's completion of all DVB programme modules, the progress of the SEND programme of expansion and the estimated return on investment/savings or benefits as set out in the presentation attached at Appendix 1 to the report.**

72. Children's Services Improvement Plan Year 1

The Director of Quality, Performance Improvement and Governance presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'D' to these Minutes in the Minute Book.

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The Children's Services Improvement plan was in place to ensure progress was made at pace in accordance with the ILACs recommendation, Monitoring Visit outcomes and the statutory Direction notice.

Overview and Scrutiny required regular updates on themes regarding improvement and the report covered overall improvements to date. The Children's Services Senior Leadership Team were presenting the overall outcomes for the first year of Improvement through a presentation at the Committee.

The Committee discussed the report and presentation, including:

- In response to a query regarding lowering caseloads, the Committee was advised that caseloads were dependant on the team a social worker worked in, however the Committee was reassured that the caseloads had reduced, and the variants and reasons were detailed within the improvement plan.
- In response to a query regarding terminology being used, the Committee was advised that Care Leavers were now known as Care Experienced Young People and although there was no national language, it was felt that BCP was ahead with its choice of language used.
- In response to a query regarding unregistered providers, the Committee was advised that they were placements or homes which hadn't been registered and Ofsted regulated however, the Committee was reassured of the quality assurance in place around those placements which included weekly meetings with providers and children in those settings.
- In response to a query regarding the culture of the Council and the transformation programme and its impact on Children's Services, the Committee was reassured that it was felt there was strong support for Children's Services corporately which was on a positive and mutually beneficial journey
- The Chair highlighted how positive his visit to the 333 Hub was and suggested when the new was Committee in place, another visit would be beneficial for new Members. **ACTION**
- The Committee discussed the support, challenge and learning environment which was being provided to staff within Children's Services.

The Chair summarised as follows:

- Caseloads
- Terminology
- Unregistered providers
- Culture of council and learning environment

**RESOLVED that the Committee note the update.**



73. School Attainment and Progress 2021-2022

The Head of Service, Education Improvement and Services presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'E' to these Minutes in the Minute Book.

The purpose of the Report was to provide the committee with an oversight of outcomes for young people in BCP. The Report provided provisional attainment data from 2022 public examinations and assessment series in BCP.

The Committee discussed the report and comments were made, including:

- In response to a query, the Committee was advised that there was not much difference between the unvalidated and validated data with no real surprises, however there was some strong priorities around transitions and the gaps and concerns in that area were going to be a focus.
- In response to a query regarding the priorities detailed, the Committee was advised of the proposed work with the schools to ensure a joined-up approach, sharing good practice and the support to drive improvements.
- In response to a query regarding KS2 results, the Committee was advised that overall, the data was above average in all indicators and strengths could be identified on school levels
- In response to a query regarding STEM subjects and the take up for girls, the Committee was advised of the possible reasons for this and the work that was being undertaken to try and promote prominent woman within science, engineering, and finance roles.

The Chair summarised as follows:

- List of priorities and how it can create improvements
- KS2 selection and progress
- Girls and STEM subjects

**RESOLVED that the Report be noted.**

74. Brighter Futures Children's Services Key Performance Indicators (Q3)

The Director of Quality, Performance Improvement and Governance presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'F' to these Minutes in the Minute Book.

The report provided a performance update for the period October to December 2022 (Quarter 3 2022-23) for the key performance indicators relating to Children's Services as detailed in the Corporate Performance Scorecard.

The Committee discussed the report and comments were made, including:

- In response to a query from an MYP regarding permanent exclusions and the young people who could be disproportionately affected, the Committee was advised of the work of the Education Entitlement Board and the Virtual School to reduce and address the issue
- The Director of Education advised she would provide the Committee with statistics regarding ethnicity data for pupils being permanently excluded. **ACTION**
- In response to a query, the Committee was advised that some schools would support students on part time timetables and the reasons for it were detailed.
- In response to a query regarding alternative provision, the Committee was advised there was a review currently underway and the results of that could be shared with the Committee at an appropriate time. **ADD TO THE FORWARD PLAN**
- In response to a query regarding young people Not in Education, Employment or Training (NEETs) and start times for colleges, the Committee was advised that attendance would be affected if a young person was waiting for a course to start and that unfortunately the courses could not be joined mid-way through.

The Chair summarised as follows:

- Permanent exclusions and disproportionate representations
- Part time timetables
- NEETs

**RESOLVED that the Committee note the report.**

75. Portfolio Holder Update

The Portfolio Holder for Children and Young People advised that the Council would soon be entering the pre-election purdah period, however before that the budget needed to be agreed which included a proposed increase of the Children's Services budget by approximately 20%.

The Portfolio concluded by thanking the Committee for all its work over the last four years.

The Chair read out a statement from the Portfolio Holder for Council Priorities and Delivery which included:

- Five BCP Schools had been accepted onto the Government's Priority Schools rebuilding programme which would bring significant investments into those schools
- The SEND improvement Board was being refreshed to align with the overall Children's Services Improvement Strategy
- Thanking the LGA Improvement Advisor for supporting the service through the most recent inspection.

76. Forward Plan

A Committee Member wanted to ensure that the issue of Child Exploitation continued to be focused on for the next membership of the Committee and would welcome some feedback from the MYPs regarding that issue.

77. Dates of Future Meetings

The proposed dates of the future meetings were noted.

The Chair took the opportunity to thank the Committee, Portfolio Holders, Officers and Clerk for all their work over the last four years before closing the meeting.

The meeting ended at 9pm.

CHAIR

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## ACTION SHEET – BOURNEMOUTH, CHRISTCHURCH AND POOLE CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE

Updated – 19 April 2023

Minute number	Item	Action* *Items remain until action completed.	Benefit	Outcome (where recommendations are made to other bodies)
<b>22 March 2022</b>				
	<b>Full ILACS (Inspecting Local Authority Children's Services) Report</b>	<p>Decision Made: Share the Corporate Parenting Board report regarding HMOs with the Committee.</p> <p><b>Action – Officers aware</b></p> <p>Decision Made: To provide an update on social workers caseloads at an appropriate time.</p> <p><b>Action – Officers aware</b></p>		
<b>26 July 2022</b>				
	<b>SEND Improvement Journey: Permanent and fixed term exclusions</b>	<p>Decision Made: Ensure MYP involved with Headteachers Forum's discussions on school uniform policies</p> <p><b>Action – Officer aware</b></p>		

		<p>Decision Made: Discuss possible alternative provision with Cllr S Moore</p> <p><b>Action – Officer aware</b></p> <p>Decision Made: For the Committee to continue to be provided with data to monitor progress.</p> <p><b>Action – Yearly update to go on forward plan.</b></p>		
	<b>Members of Youth Parliament – Update</b>	<p>Decision Made: MYPs to investigate schools which teach politics as part of PHSE</p> <p><b>Actioned – Survey created and sent out via Education Advisers to relevant networks. Only 2 completed. Re-sent but still no further respondents. The 2 who completed highlighted minimal input about politics within PSHE curriculum.</b></p> <p>Decision Made: MYPs to make contact with Cllr J Butt, Lead Member for Engagement</p> <p><b>Actioned – contact made but date TBA</b></p> <p>Decision Made: MYPs to make contact with Cllr Haines regarding any support she could provide for the campaign equality for minorities</p>		

		<b>Actioned – Hala met with Cllr Haines and explored support she can offer. This has helped inform the type of approach Hala has considered for her campaign.</b>		
<b>22 November 2022</b>				
	<b>Feedback from the Child Exploitation Working Group</b>	<p>Decision Made: To circulate the minutes of the recent working group including the proposed next steps and if they had any comments or suggestions to email the Clerk.</p> <p><b>Action – report to be provided to the Committee at its June 2023 meeting.</b></p>		
	<b>Pan-Dorset Safeguarding Children Partnership</b>	<p>Decision Made: That the scrutiny plan which was being developed could be shared with the Committee once complete</p> <p><b>Action – Officers aware</b></p> <p>Decision Made: The Independent Chair to attend a youth forum to detail the work of the Board to spread awareness and understanding.</p> <p><b>Action – Officers and MYPs to progress</b></p>		
	<b>Written Statement of Action Progress Report</b>	<p>Decision Made: That the coproduction work be shared with the Committee</p> <p><b>Action – Officers aware</b></p> <p>Decision Made:</p>		

		<p>There was a request that the MYPs shared the survey as much as possible with the Headteachers and SENCOs to increase the response</p> <p><b>Actioned – Children’s Rights and Engagement Team shared the survey via their mailing list NB timescale very short – no knowledge of outcome as a result of sharing through this route.</b></p> <p>Decision Made: The Key Performance Indicators (KPIs) being developed be shared with the Committee once complete.</p> <p><b>Action – Officers aware</b></p> <p>Decision Made: The Director of Education advised she could send the inspection letter to the Committee which provided further details.</p> <p><b>Action – Officers aware</b></p>		
<b>7 February 2023</b>				
	<b>Action Sheet</b>	<p>Decision Made: Lobby local MP regarding CE</p> <p><b>Action -</b></p>		
	<b>Virtual School Head’s Annual Report</b>	<p>Decision Made: To pass the Committee’s congratulations on to the CIC and CL who had completed Degrees and Masters.</p>		



		<p><b>Action – Officer aware</b></p> <p>Decision Made: To consider with post 16 provision providers how to notify foster carers when their young people do not attend college.</p> <p><b>Action – Officer aware</b></p>		
	<b>Childrens Service Improvement Plan Year 1</b>	<p>Decision Made: Chair suggested new Committee Members get opportunity to visit the 333 Hub.</p> <p><b>Action – arrange once new Members are known</b></p>		
	<b>Brighter Futures Children’s Services Key Performance Indicators (Q3)</b>	<p>Decision Made: Provide Committee with ethnicity data of pupils being permanently excluded.</p> <p><b>Action – Officer aware</b></p>		

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# CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>Youth Justice Service Youth Justice Plan for 2023/24</b>
Meeting date	6 June 2023
Status	Public Report
Executive summary	To present the Youth Justice Plan for 2023/24. There is a statutory requirement to publish an annual Youth Justice Plan which must provide specified information about the local provision of youth justice services. This report summarises the Youth Justice Plan for 2023/24, with a copy of the Plan appended. The Youth Justice Plan needs to be approved by the full Council.
Recommendations	<p><b>It is RECOMMENDED that:</b></p> <p><b>Overview and Scrutiny Committee endorse the Youth Justice Plan so that Cabinet can recommend its approval to the Full Council</b></p>
Reason for recommendations	Youth Justice Services are required to publish an annual Youth Justice Plan which should be approved by the Local Authority for that Youth Justice Service. Dorset Combined Youth Justice Service works across both Bournemouth, Christchurch and Poole Council and Dorset Council. Approval is therefore sought from both Bournemouth, Christchurch and Poole Council and from Dorset Council.

Portfolio Holder(s):	, Portfolio Holder Children's Services
Corporate Director	Cathi Hadley, Corporate Director, Children's Services
Report Authors	David Webb, Manager, Dorset Combined Youth Justice Service
Wards	Council-wide
Classification	For Recommendation

## Background

1. Under the Crime and Disorder Act 1998 Youth Offending Teams (now more widely known as Youth Justice Services) are required to publish an annual youth justice plan. The Youth Justice Board provides detailed and prescriptive guidance about what must be included in the plan. The draft Youth Justice Plan for the Dorset Combined Youth Justice Service is attached at Appendix One. A brief summary of the Youth Justice Plan is provided in this report.

## Summary of Contents of the Youth Justice Plan 2023/24

2. The Youth Justice Plan provides information on the resourcing, structure, governance, partnership arrangements and performance of the Dorset Combined Youth Justice Service. The Plan also describes the national and local youth justice context for 2023/24 and sets out our priorities for this year.
3. Dorset Combined Youth Justice Service was inspected under HMI Probation's 'Joint Inspection' framework in September and October 2022. This was a rigorous and detailed inspection, scrutinising work with 62 children across both local authorities and reviewing the service's management and leadership, partnership arrangements and use of information. The inspection report was published in January 2023, rating the service as 'Good'.
4. The Youth Justice Board continue to monitor three 'key performance indicators' for youth justice. The first indicator relates to the rate of young people entering the justice system for the first time. Local performance in this area declined in the past year, after a period of improvement. The latest national data, relating to the 12 months to September 2022, shows a combined pan-Dorset rate of 239 per 100,000 under 18-year-olds entering the justice system for the first time. This compares with a figure of 183 per 100,000 10-17 year-olds in the previous year. For context, the rate for the year 2019/20, before the pandemic, was 309 per 100,000 under 18-year-olds.
5. Local data enables us to monitor numbers of first-time entrants in each local authority area. This local data shows the number of Bournemouth, Christchurch and Poole children entering the justice system reduced from 107 in 2019/20 to 85 in 2022/23. The Youth Justice Plan provides more detail about the children who enter the justice system and about work to divert children from the youth justice system.

6. The other two national indicators relate to reducing reoffending and minimising the use of custodial sentences. The reoffending rate fluctuates, partly because of the current counting rules for this measure. Our local reoffending rate has for the most part remained below the national rate. Local analysis shows that young people who are more likely to reoffend are also more likely to have more complex speech, language and communication needs, to have experienced traumatic events that have impaired the child's cognitive and emotional development and to find it hard to access education or training. The Youth Justice Plan sets out some of the actions that have been taken and future plans to address these issues.
7. Dorset Combined Youth Justice Service has low rates of custodial sentences, below the national average. Young people who are sentenced to custody have often experienced significant trauma in their earlier life, affecting their current behaviour. Although the numbers in custody are low, these outcomes usually reflect serious offences causing significant harm to victims and reflecting high levels of need among the children involved.
8. The Youth Justice Service Partnership priorities for 2022/23 align with the strategic priorities of other services and partnerships, including the Community Safety Partnership and the Pan-Dorset Safeguarding Children Partnership. More work is planned to divert children from the justice system and to ensure their needs are identified and met, using the Ministry of Justice 'Turnaround' programme; further work will be undertaken to improve the education outcomes of children in the youth justice system; additional action is needed to improve the timeliness and effectiveness of our local responses to weapon offences and serious violence. The Youth Justice Plan also outlines priorities for practice development within the Youth Justice Service, including implementation of the 'Identity Lens' model to build children's positive, pro-social identities.

### **Options Appraisal**

9. Councillors are asked to endorse the Youth Justice Plan for 2022/23 before it is considered by Cabinet. Cabinet will then decide whether to recommend approval of the Youth Justice Plan to the full Council.

### **Summary of financial implications**

10. The Youth Justice Plan reports on the resourcing of the Youth Justice Service (YJS). After years of static or reducing Youth Justice Grant allocations, and static local authority and other partner contributions, there was an increase in the Youth Justice Grant in 2022/23, taking it to £794,915. This brought it back to the allocation of £790,000 in 2014/15. At the time of writing this report, in late April, the Youth Justice Grant for 2023/24 has not been announced.
11. The creation of the pan-Dorset youth offending service in 2015 increased the service's resilience and ability to adapt to reduced funding and increased costs. The management of vacancies, and the deletion of some posts, has enabled a balanced budget to be achieved in the years to 2023.

### **Summary of legal implications**

12. Local authorities are legally required to form a youth offending team with the statutory partners named in the Crime and Disorder Act 1998. The Act also

stipulates that youth offending partnerships must submit an annual youth justice plan setting out how youth justice services in their area will be provided and funded; and how the youth offending team will be composed and funded, how it will operate and what functions it will carry out. The Youth Justice Plan for 2023/24 meets these legal obligations.

13. The Youth Justice Board guidance states that Youth Justice Plans must be signed off by full council in accordance with 'Regulation 4 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000'.

#### **Summary of human resources implications**

14. Local Authority YJS staff members are employees of Bournemouth, Christchurch and Poole council, including those team members who work in the Dorset Council area. The YJS also includes employees of the partner agencies who have been seconded to work in the team and who remain employed by the partner agency.
15. The Crime and Disorder Act 1998 also contains statutory requirements for the staffing composition of youth offending services. The Youth Justice Plan shows how Dorset Combined Youth Justice Service meets these requirements.

#### **Summary of sustainability impact**

16. No adverse environmental impact has been identified. The Covid-19 pandemic led to changes in the working arrangements of the Youth Justice Service. These changes included significant reductions in staff travel, both to and from work and to visit service users, with more activities being carried out remotely. Although staff travel has increased, with the return to more face-to-face work, team members will continue to undertake some tasks remotely.

#### **Summary of public health implications**

17. Young people in contact with youth justice services are known to be more likely than other young people to have unmet or unidentified health needs. The Youth Justice Service includes seconded health workers who work directly with young people and who facilitate their engagement with community health services.

#### **Summary of equality implications**

18. It is recognised nationally that young people from minority ethnic groups, and young people in the care of the local authority, are over-represented in the youth justice system and particularly in the youth custodial population. It is also recognised that young people known to the YJS may experience learning difficulties or disabilities, including in respect of speech, language and communication needs. Information from Dorset Combined Youth Justice Service records, summarised in the Youth Justice Plan, show that some of these issues of over-representation also apply locally. Actions have been identified in the Youth Justice Plan to address these issues.

#### **Summary of risk assessment**

19. The Youth Justice Plan sets out local priorities and actions to prevent and reduce offending by young people. These priorities and actions have been developed in response to identified risks and concerns. The recommendation for councillors to endorse the Youth Justice Plan is intended to support the Youth Justice Service to

reduce the risks associated with youth offending. No specific risks have been identified as arising from this recommendation.

**Background papers**

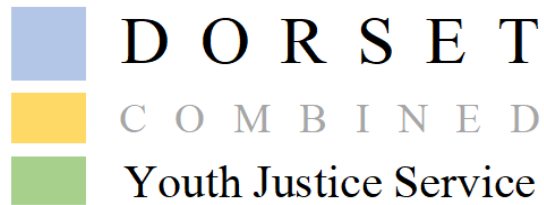
None

**Appendices**

Appendix 1 – Dorset Combined Youth Justice Service Youth Justice Plan 2023/24.

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# YOUTH JUSTICE PLAN 2023/24

<b>Service</b>	Dorset Combined Youth Justice Service
<b>Head of Service</b>	David Webb
<b>Chair of YJS Board</b>	Theresa Leavy

# Youth Justice Plan 2023/24

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## 1. Introduction, vision, strategy and local context

### Introduction

This document is the Youth Justice Strategic Plan for the Dorset Combined Youth Justice Service (DCYJS) for 2023/24. It sets out the key priorities and targets for the service for the next 12 months as required by the Crime & Disorder Act 1998 and overseen by the Youth Justice Board. This Plan adheres to the Youth Justice Board's 'document 'Youth Justice Plans: Guidance for Youth Justice Services'.

This Plan has been developed under the direction of the DCYJS Partnership Board after consultation with DCYJS staff and taking into account feedback from DCYJS users.

The Youth Justice Strategic Plan:

- summarises the DCYJS structure, governance and partnership arrangements
- outlines the resources available to the DCYJS
- reviews achievements and developments during 2021/22
- identifies emerging issues and describes the partnership's priorities
- sets out our priorities and actions for improving youth justice outcomes this year.

### Dorset Combined Youth Justice Service Statement of Purpose

Dorset Combined Youth Justice Service works with children in the local youth justice system. Our purpose is to help those children to make positive changes, to keep them safe, to keep other people safe, and to repair the harm caused to victims.

We support the national Youth Justice Board Vision for a 'child first' youth justice system:

*A youth justice system that sees children as children, treats them fairly and helps them to build on their strengths so they can make a constructive contribution to society. This will prevent offending and create safer communities with fewer victims.*

### Who We Are and What We Do

Dorset Combined Youth Justice Service (DCYJS) is a statutory partnership between Bournemouth, Christchurch and Poole Council, Dorset Council, Dorset Police, The Probation Service (Dorset) and NHS Dorset Integrated Care Board.

We are a multi-disciplinary team which includes youth justice officers, restorative justice specialists, parenting workers, education and employment workers, police officers, a probation officer, nurses, speech and language therapists and a psychologist.

More information about the Youth Justice Service (YJS) partnership and the members of the YJS team is provided later in this document.

The team works with children who have committed criminal offences to help them make positive changes and to reduce the risks to them and to other people. We also work with parents and carers to help them support their children to make changes.

We contact all victims of crimes committed by the children we work with. We offer those victims the chance to take part in restorative justice processes so we can help to repair the harm they have experienced.

The organisations in the YJS partnership also work together to prevent children entering the youth justice system, to improve the quality of our local youth justice system and to ensure that young people who work with the YJS can access the specialist support they need for their care, health and education.

The combination of direct work with children, parents and victims and work to improve our local youth justice and children's services systems enables us to meet our strategic objectives to:

- Reduce the number of children in the youth justice system
- Reduce reoffending by children in the youth justice system
- Improve the safety and well-being of children in the youth justice system
- Reduce and repair the harm caused to victims and the community
- Improve outcomes for children in the youth justice system.

## Local Context

Dorset Combined Youth Justice Service (DCYJS) is a partnership working across two local authorities: Dorset Council and Bournemouth, Christchurch and Poole Council. Dorset Council covers a large geographical, predominantly rural area with market towns and a larger urban area in Weymouth and Portland. Dorset Council has a population of about 380,00. Bournemouth, Christchurch and Poole together form a conurbation with a population of nearly 400,000.

Other members of the DCYJS Partnership, such as Dorset Police, the Office of the Police and Crime Commissioner, NHS Dorset CCG, Dorset HealthCare Trust and the Probation Service (Dorset) also work across both local authorities.

The following tables provide demographic information about young people in both local authorities:

## Dorset Council:

### **Population**

### **Age 10-17**

Number of Children <sup>1</sup>	32,924
Male <sup>1</sup>	51.4%
Female <sup>1</sup>	48.6%
Pupils eligible for Free School Meals <sup>2</sup>	20.2%
Pupils with SEN Support <sup>2</sup>	14.2%
Pupils with an EHC Plan <sup>2</sup>	5.4%
Pupils from Non-white Minority Ethnic groups <sup>3</sup>	4.7%
22.7% children living in Poverty after housing costs <sup>4</sup>	

### **Safeguarding**

### **Age 10-17**

Number of Children in Need <sup>5</sup>	665
Male <sup>5</sup>	52.5%
Female <sup>5</sup>	46.9%
Indeterminate <sup>5</sup>	0.6%
Number of Children with a Child Protection Plan <sup>5</sup>	140
Number of Children in Care <sup>6</sup>	310
Male <sup>6</sup>	60.3%
Female <sup>6</sup>	39.4%
Indeterminate <sup>5</sup>	0.3%
Number of children and young people at risk of exploitation <sup>7</sup>	
Significant	24
Moderate	56
Emerging	16

1. Dorset mid-year 2021 population estimates (published June 2022)

2. October 2022 School Census (includes all pupils at a Dorset School aged 10-17: ages as at 31 August 2022)

3. January 2022 School Census (all non-white pupils at a Dorset School, excluding 'Refused' and 'Information not yet obtained')

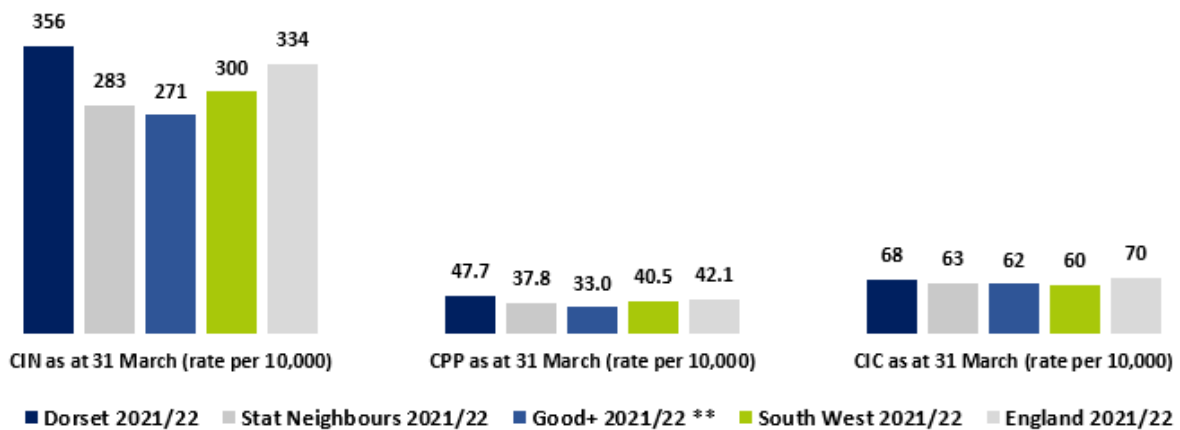
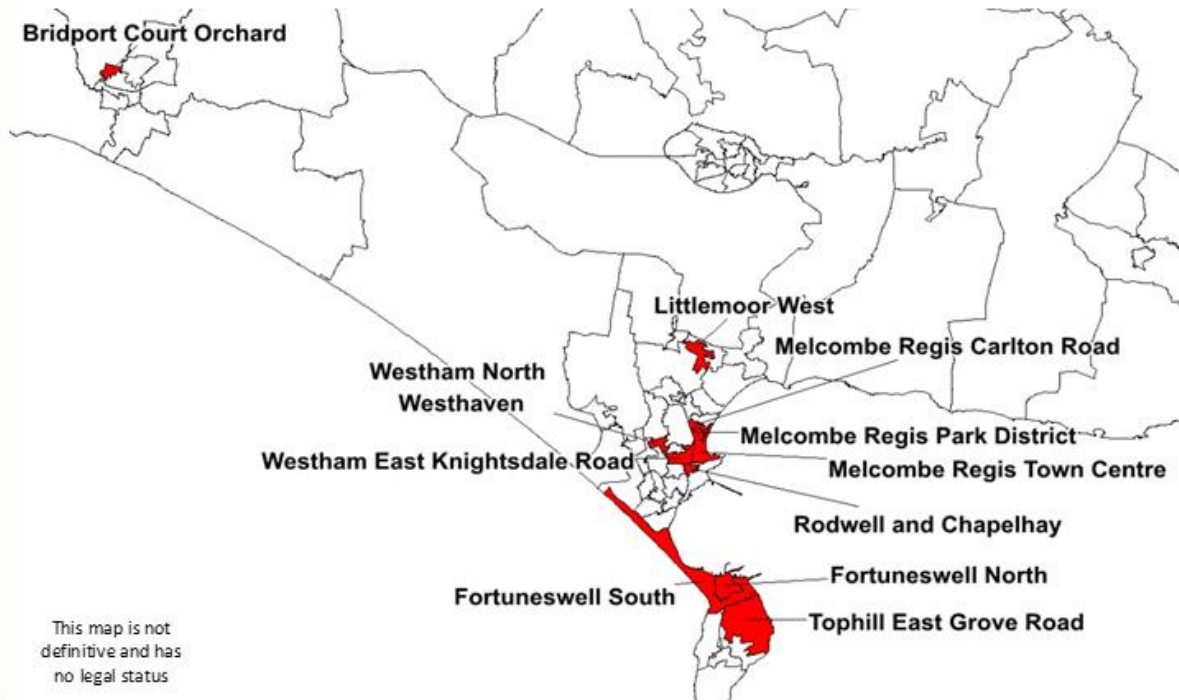
4. Local child poverty indicators 2020/21. Based on the DWP/HMRC statistics "Children in low income families: local area statistics" (March 2022).

5. From MOSAIC, as at 31 March 2023. Excluding CP and CIC. Gender figures exclude Unknown, Unborn and Indeterminate

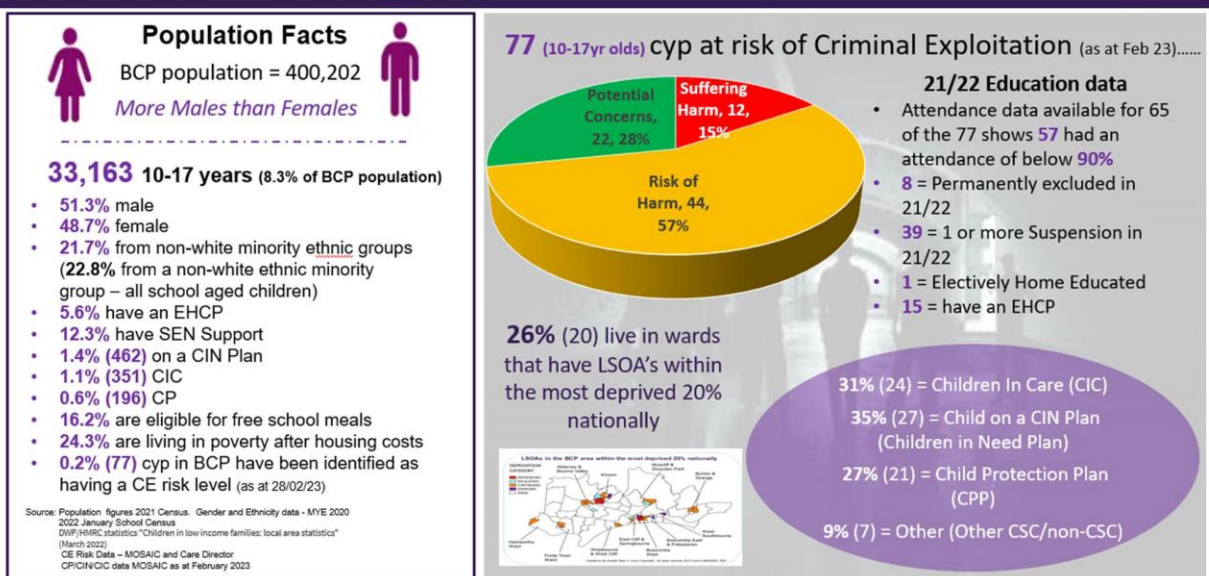
6. From MOSAIC, as at 31 March 2023. Gender figures exclude Unknown, Unborn and Indeterminate

7. From MOSAIC as at 31 March 2023

### LSOAs in Dorset within the top 20% deprived nationally



# BCP Council – Criminal Exploitation



DCYJS was inspected in September and October 2022 under the HMI Probation 'Full Joint Inspection' framework. The inspection report was published in January 2023, rating the service as 'Good'. The inspection report can be found at this link: [A joint inspection of youth offending services in Dorset \(justiceinspectorates.gov.uk\)](https://www.justiceinspectorates.gov.uk/youth-justice/inspections/2022-2023/youth-justice-dorset/).

## 2. Child First

Under the leadership of the Youth Justice Board, 'Child First' is the guiding principle for the youth justice sector, underpinning their guidance documents 'Standards for Children in the Youth Justice System' and the 2022 revision of 'Case Management Guidance'. These documents direct the work of youth justice services.

The YJB's 'Child First: Overview and Guide' states that 'A Child First approach means putting children at the heart of what we do. The youth justice system should treat children as children, see the whole child, including any structural barriers they face and focus on better outcomes for children. This will also create safer communities with fewer victims'.

The Child First approach has four tenets, summed up as 'ABCD':

- **As children:** recognise how children are developmentally different from adults and require different support
- **Building pro-social identity:** promote children's individual strengths and capacities to develop a pro-social identity, focusing on positive child outcomes rather than just trying to manage offending
- **Collaborating with children:** involve children meaningfully to encourage their investment, engagement and social inclusion
- **Diverting from stigma:** promote supportive diversion from the criminal justice system where possible, or minimising stigma within it, as we know that stigma causes further offending.



The Child First approach is built on evidence demonstrating its effectiveness to reduce offending by the small number of children within the youth justice system and to prevent offending by children who are at risk of entering the justice system. The research evidence is summarised in this document: <https://www.lboro.ac.uk/subjects/social-policy-studies/research/child-first-justice/>.

DCYJS supports these principles and promotes them in its own work and in its interactions with local partners in children's services and the youth justice system.

The following feedback from a young person to a YJS manager illustrates how this approach can work in practice:

*I had a telephone conversation with P, and she shared with me that she had a good relationship with her YJS worker, T, and she got on really well with her. P didn't have anything she was unhappy about and said that T was clear with her about what was expected from her, and they didn't focus solely on the offence as in P's words "I just used a word I shouldn't have". She said T supported her with liaising with school and supporting her with positive activities. P was clear the offence was a one-off occurrence and T didn't make her focus on the negatives of what had happened.*





The DCYJS Youth Justice Plan for 2022/23 set out strategic priorities which were aligned with the YJB's Child First principles, reflecting work to strengthen the local implementation of the four tenets of Child First practice.

Evidence of the Partnership's commitment to Child First principles is embedded throughout this document.

### 3. Voice of the child


DCYJS works collaboratively with children to elicit their views and to hear their voices. The team's Speech and Language Therapists complete assessments so that each child's communication needs can be understood and responded to, not just by other workers in the team but also by the child, their carers and other professionals working with the child.

As well as hearing the child's voice in the team's day to day practice, there are also processes in place to gather the views of children and other service users about their experience of the service's work. A 'Smart Survey' feedback form is used, alongside some of the questions in the self-assessment documents that are completed by children and their carers. The following data is taken from the Smart Survey responses in February and March 2023:






1. I had a say in what work the YJS planned with me :				
Answer Choices			Response Percent	Response Total
1	Very Dissatisfied		4.55%	1
2	Dissatisfied		4.55%	1
3	Neutral		13.64%	3
4	Satisfied		50.00%	11













### 1. I had a say in what work the YJS planned with me:

5	Very Satisfied		27.27%	6
			answered	22
			skipped	0

### 2. The good things about the YJS are:

Answer Choices			Response Percent	Response Total
1	My worker		65.00%	13
2	Learnt new things		50.00%	10
3	Interesting		30.00%	6
4	Reparation		30.00%	6
5	Did something different		25.00%	5
			answered	20
			skipped	2

### 3. I had help with:

Answer Choices			Response Percent	Response Total
1	Friends		4.55%	1
2	Money		4.55%	1
3	Alcohol		9.09%	2
4	Drugs		18.18%	4
5	Anger		45.45%	10
6	Boredom		18.18%	4
7	Health		13.64%	3
8	Education		45.45%	10
9	Family		36.36%	8
10	Other (please specify):		36.36%	8
			answered	22
			skipped	0

Other (please specify): (8)

1	10/03/2023 11:50 AM ID: 212818667	Housing
---	---	---------

### 3. I had help with:

2	14/03/2023 07:30 AM ID: 213018384	Nothing
3	14/03/2023 09:57 AM ID: 213028493	Nothing
4	21/03/2023 17:23 PM ID: 213610283	CSCS Card qualification
5	30/03/2023 16:29 PM ID: 214313048	Head injuries Consequences of violence
6	31/03/2023 14:25 PM ID: 214376662	Head injuries Assaults Consequences
7	03/04/2023 11:28 AM ID: 214472216	They listen and give good feedback
8	03/04/2023 11:31 AM ID: 214472521	Got me back in to school.





### 4. The things I would change about the YJS are:

Answer Choices			Response Percent	Response Total
1	Boring	<div><div></div></div>	14.29%	3
2	Time of appointments	<div><div></div></div>	23.81%	5
3	Worker	<div><div></div></div>	4.76%	1
4	Length of appointments	<div><div></div></div>	14.29%	3
5	Nothing	<div><div></div></div>	52.38%	11
6	Other (please specify):	<div><div></div></div>	19.05%	4
			answered	21
			skipped	1
Other (please specify): (4)				
	1	28/02/2023 10:56 AM ID: 212017304	Sometimes not long enough I like to work with my worker as much as I can as find it really helps me	
	2	10/03/2023 11:50 AM ID: 212818667	Later appointments	
	3	21/03/2023 17:23 PM ID: 213610283	Not sure what I would change. I like my worker The reparation sessions are long not sure if they help with not offending. If I could choose I wouldn't of done them. CSCS card sessions were good and I have learnt something.	





#### 4. The things I would change about the YJS are:

4 31/03/2023 14:25 PM  
ID: 214376662 Shorter appts

#### 5. My worker thought I would make positive changes to my life:



Answer Choices			Response Percent	Response Total
1	Very Dissatisfied		4.76%	1
2	Dissatisfied		0.00%	0
3	Neutral		14.29%	3
4	Satisfied		42.86%	9
5	Very Satisfied		38.10%	8
			answered	21
			skipped	1

#### 6. My worker listens to my ideas and helps me find my own answers:

Answer Choices			Response Percent	Response Total
1	Very Dissatisfied		4.76%	1
2	Dissatisfied		0.00%	0
3	Neutral		9.52%	2
4	Satisfied		42.86%	9
5	Very Satisfied		42.86%	9
			answered	21
			skipped	1

#### 7. Working with the YJS made things better for me:

Answer Choices			Response Percent	Response Total
1	Very Dissatisfied		4.76%	1
2	Dissatisfied		0.00%	0
3	Neutral		19.05%	4

7. Working with the YJS made things better for me:				
4	Satisfied		42.86%	9
5	Very Satisfied		33.33%	7
			answered	21
			skipped	1

The questions about children having a say in the work that we do with them, about their worker believing the child would make positive changes and the child feeling listened to and being helped to find their own answers are indicators of the effectiveness of worker relationships with the child. Positive responses indicate worker adherence to the service's practice principles. In 2022/23 the service also sought the views of children and parents as part of an audit of YJS work with children on Out of Court Disposals. Seeking the views of service users is now an established part of YJS case audit processes, influencing the service's improvement plans.

Service users also make spontaneous comments about the quality of the service's work with them. These comments are recorded and collated to give a wider, less structured perspective on the service's work. Examples of recent comments from service users include:

*H's mum has thanked me for the work completed to help H. She said he has turned things around and it was a wakeup call for him. He is starting to think about the future.*

*My feedback for you couldn't be more positive. All I have seen from you is someone who really cares about the well-being of my son. As I said on the call I really did expect this process to be something to be endured for a year but it's been so positive and great for M's self-esteem. Nothing has been too much trouble and you were always there when we needed you.*

*Just a update on W. The police and others are all really proud of him turning himself around and not being on the radar any more. He was pupil of the week whoop whoop. And has been gold for the last 2 weeks at school. We have the YJS SALT calling round in the morning to do the report for EHCP and to do the autism testing. He had his CAMHS meeting yesterday which went well and he's going to get CBT therapy. I have a meeting at school next Tuesday about his EHCP plan also. So things seem to be moving in the right direction for him. So thank you for all your help steering us in the right direction to receive the help he needed.*

In 2022/23 the service also sought the views of children and parents as part of an audit of YJS work with children on Out of Court Disposals. Seeking the views of service users is now an established part of YJS case audit processes, influencing the service's improvement plans.

## 4. Governance, leadership and partnership arrangements

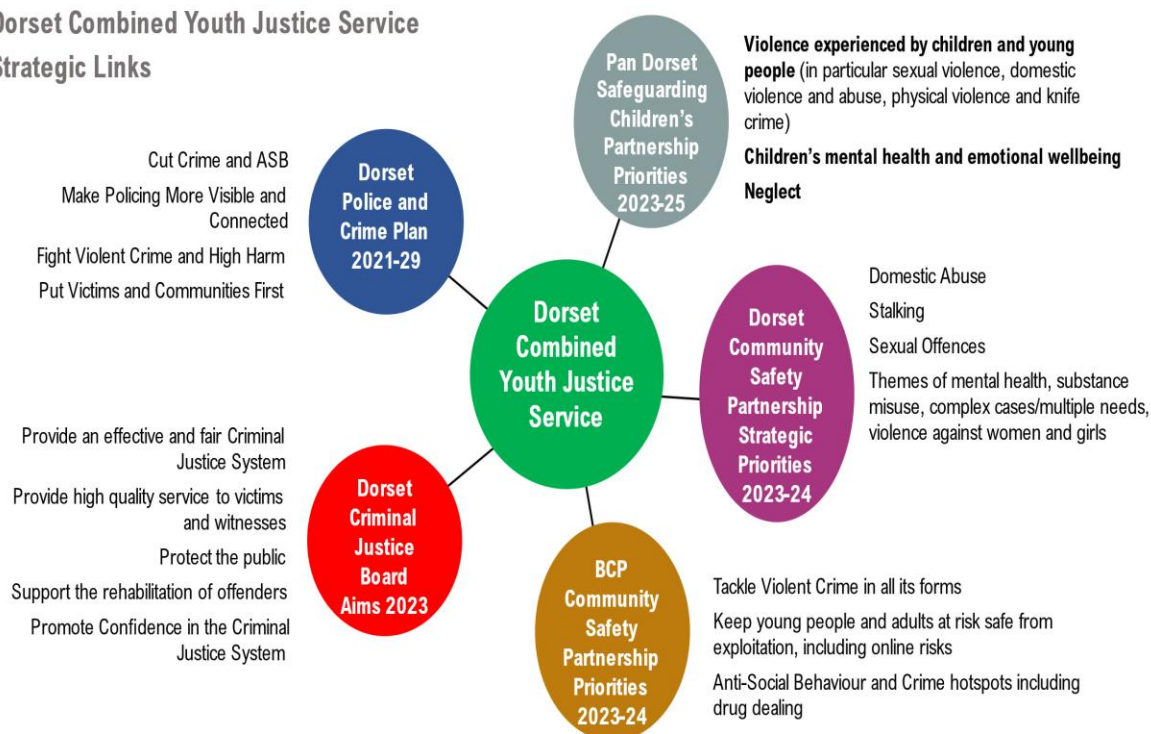
The work of the Dorset Combined Youth Justice Service is managed strategically by a Partnership Board. The Partnership Board consists of senior representatives of the statutory partner organisations, together with other relevant local partners.

### Membership:

- Dorset Council (chair)
- Bournemouth, Christchurch and Poole Council (vice-chair)
- Dorset Police
- The Probation Service (Dorset)
- NHS Dorset Integrated Care Board
- Public Health Dorset
- Dorset Healthcare University Foundation Trust
- Her Majesty's Court and Tribunal service
- Youth Justice Board for England and Wales
- Office of the Police and Crime Commissioner

The Partnership Board oversees the development of the Youth Justice Plan, ensuring its links with other local plans. Board members sit on other strategic partnerships, helping to ensure that strategic plans and priorities are integrated and consider the needs of children and victims in the local youth justice system. The following graphic illustrates the links between local strategic groups and their overlapping strategic priorities:

### Dorset Combined Youth Justice Service Strategic Links



Representation by senior leaders from the key partners enables the DCYJS Manager to resolve any difficulties in multi-agency working at a senior level and supports effective links at managerial and operational levels.

The DCYJS participates in local multi-agency agreements for information sharing, for safeguarding and for the escalation of concerns. The DCYJS Partnership Personal Information Sharing Agreement underpins local multi-agency work to prevent offending and to reduce reoffending.

The DCYJS Partnership Board oversees activities by partner agencies which contribute to the key youth justice outcomes, particularly in respect of the prevention of offending.

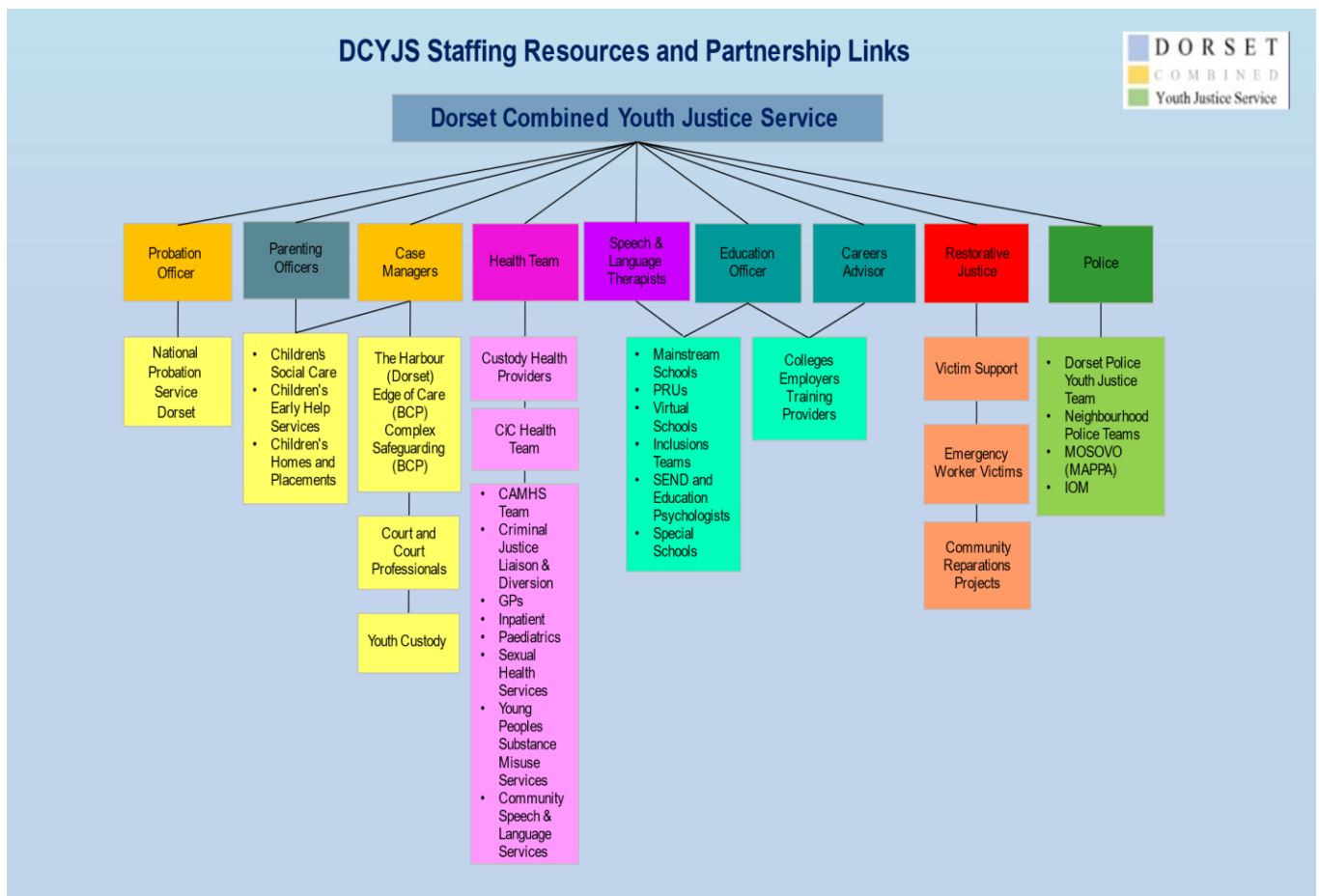
The Partnership Board also provides oversight and governance for local multi-agency protocols in respect of the criminalisation of children in care and the detention of children in police custody. The DCYJS Manager chairs multi-agency operational groups for each protocol and reports on progress to the DCYJS Partnership Board.

DCYJS is hosted by Bournemouth, Christchurch and Poole Council. The Head of Service is a Tier 3 Manager, reporting to the Director for Safeguarding and Early Help in the Children's Social Care service. The Head of Service also reports to the Corporate Director for Care and Protection in Dorset Council.

Appendix One includes the structure chart for DCYJS and structure charts showing where the service is located in each local authority.

DCYJS meets the statutory staffing requirements for youth justice services, set out in the Crime and Disorder Act 1998. Specialist staff are seconded into the service by Dorset Police, the Probation Service and Dorset HealthCare University Foundation Trust. These workers have line managers in both the YJS and their employing organisation. They have direct access to their own organisation's case management systems, to enable the prompt and proportionate sharing of information.

The YJS multi-disciplinary team also includes education specialists, parenting workers and restorative justice practitioners. The team works closely with other local services, as illustrated below:



## 5. YJS Partnership Board Development

The YJS Partnership Board met for a half-day development session in November 2022. The Board reviewed information from its own self-assessment and from the recent HMI Probation Joint Inspection of the service, which included scrutiny of the Board's work.

HMI Probation gave a rating of Good for the service's Governance and Leadership. As well as identifying many strengths, the inspectors suggested possible 'Areas for improvement':

- The board chairing arrangements are not rotated. For the partnership board to be challenged in its ambition to drive the performance of the service forward, a level of independence is required that holds all partnership agencies to account.
- While the seniority of the board membership is appropriate, attendance is not consistent.
- Although the youth justice plan references work taking place to look at disproportionality, the service does not have a specific diversity and disproportionality policy. Focus on this area requires a framework that collates the diversity and disproportionality work together, which guides and enables staff to ask appropriate questions about a child's heritage and their lived experiences.
- Although new board members meet with the YJS service manager and chair of the board as part of their induction, there is no formal induction pack which ensure consistency.

The Board has taken action in response to all these points. The Board reviewed its chairing arrangements in early 2023 and *agreed its preferred future arrangements....or, recommended its preferred future arrangements to the two local authority Chief Executives*. The attendance of Board members is monitored at each meeting and has improved since the inspection. An induction process for new Board members has been agreed and work is underway on a discrete YJS Diversity and Disproportionality Policy.

## 6. Progress on previous plan

The DCYJS Youth Justice Plan for 2022/23 identified strategic priorities under the headings of 'System Improvement' and 'Practice Improvement'.

The System Improvement priorities are listed below with a brief summary of progress made:

### Continue to reduce the rate of children entering the justice system:

- Implementation of the Ministry of Justice 'Turnaround' programme targeted at children who have not yet entered the justice system
- Use of the police crime disposal option 'Outcome 22' for children with low level offences who receive assessments and interventions through the Turnaround programme
- Extending the Turnaround approach for children who are excluded from the Turnaround programme criteria, such as children in care and children on a child protection plan
- Developing a Turnaround route for children who are coming to police attention for repeated Anti-Social Behaviour
- Work in Dorset Council to develop a pro-active approach to identifying and supporting children who are at risk of future offending.

### Continue to address over-representation of minority groups in the youth justice system:

- Analysis of police custody detention times by ethnicity
- YJS performance data reporting is broken down by disadvantaged groups to check for any over-representation
- YJS staff have received training to build their knowledge and confidence in working with sexuality and gender identity issues
- The findings from previous view-seeking work with young people have been shared with other services
- A route has been agreed with Dorset Police for the YJS to help families raise concerns about perceived unfair treatment on grounds of race
- YJS Speech and Language Therapists provide assessment reports to other professionals to help them meet children's communication needs and to assist with assessments for special educational needs and disabilities



Continue to improve the efficiency, effectiveness and quality of the local youth justice system:

- YJS staff and Dorset youth panel magistrates have worked together, with advice from children and parents, to create and distribute the booklet “You are going to Youth Court in Dorset”
- Continued joint work with DCYJS and the Dorset Police Youth Justice Team to ensure the timeliness of youth Out of Court Disposals
- Work with defence solicitors to reduce the inappropriate use of ‘no comment’ interviews which prevent children receiving diversion options or Out of Court Disposals
- The YJS Speech and Language Therapist provided training sessions to detectives in Dorset Police and to Appropriate Adults to help them respond to children’s communication needs
- Transition arrangements from YJS to Probation have been strengthened, working with other services such as leaving care and SEND to meet young adults’ ongoing needs.

Practice Improvement priorities for 2022/23 are listed here, with brief details of actions taken, progress made and work still to do:

Make our assessments, plans and interventions more accessible, collaborative and responsive to discrimination:

- A new format for intervention plans, based on advice from the YJS Speech and Language Therapists, has been trialled with some children and volunteers
- We have changed the format of our reports for Referral Order initial panel meetings so that information about the child comes first, before information about the offence
- YJS practitioners have received training and support from YJS Speech and Language Therapists to promote the use of ‘Talking Mats’ in their work with children
- Team audits of casework now include contact with the child and their parents to seek their views of our work
- Identification and recording of diversity and identity issues has improved, with diversity statements added to Pre-Sentence Reports.

Clarify and align activities to repair harm, increase employability and to support pro-social interests and activities, including links to community organisations:

- We have reviewed our approach to ‘reparation’ activity to switch the focus to ‘repairing harm’ and making the activities more meaningful for the child and responsive to their victim’s wishes
- Recruitment of a new Community Resource Worker has restored our capacity to use these workers for constructive activities and for activities to support employability
- The OPCC has provided funding to support children gaining their ‘CSCS’ card and to support access to post-16 Maths and English courses
- A budget allocation has been set aside to support children to access positive activities to support pro-social identities and reduce the likelihood of re-offending.

The improvement areas listed above reflect areas of YJS practice which will need continuing attention during 2023/24. Specific issues where more work is needed include:

- Further work to reduce the numbers of local children entering the justice system
- Monitoring the timeliness of cases progressing through the youth court, including the possible need to fast-track priority cases such as those related to weapon offences
- Extend our work with children who have experienced discrimination to help them understand its impact and ways we can respond
- Develop links with community organisations to support children developing a pro-social identity with community support.

## 7. Resources and Services

The funding contributions to the DCYJS partnership budget are listed in Appendix Two.

All local authority staff in DCYJS are employed by Bournemouth, Christchurch and Poole Council. Other DCYJS staff are employed by Dorset Police, the Probation Service (Dorset) and Dorset HealthCare University NHS Foundation Trust. A DCYJS Structure Chart is included in Appendix One, showing the posts provided through our partnership resources. DCYJS has a strong multi-agency and multi-disciplinary identity, meeting the staffing requirements of the Crime and Disorder Act (1998).

Like all public services, DCYJS operates in a context of reducing resources. Ensuring value for money and making best use of resources is a high priority for the service. The combined partnership, working across Dorset's local authorities since 2015, has enabled the service to maintain high practice standards while managing real terms budget reductions over that period.

The Youth Justice Board Grant is paid subject to terms and conditions relating to its use. The Grant may only be used towards the achievement of the following outcomes:

- Reduce the number of children in the youth justice system;
- Reduce reoffending by children in the youth justice system;
- Improve the safety and wellbeing of children in the youth justice system; and
- Improve outcomes for children in the youth justice system.

The conditions of the Grant also refer to the services that must be provided and the duty to comply with data reporting requirements.

The Youth Justice Grant contributes to the Partnership's resources for employing practitioners who work with children to prevent and reduce offending and to keep children and other members of the community safe from harm. Resources from the Youth Justice Grant are also used to provide restorative justice and reparative activities, to promote pro-social activities for children building on their strengths and to improve the education, training and employment opportunities of young people in the local youth justice system.

In addition to the service outcomes listed above, the Youth Justice Grant and other Partnership resources are used to achieve the strategic priorities set out later in this Plan. Progress against those priorities is reported to the DCYJS Partnership Board, with

oversight also provided by the respective children's services scrutiny committees of the two local authorities.

## 8. Performance

In 2022/23 the three national key performance indicators for youth justice services related to:

- The rate of first time entrants to the criminal justice system
- The rate and frequency of reoffending by children in the criminal justice system
- The use of custodial sentences.

The YJB publish quarterly performance data for youth justice services, compiled nationally, in relation to these three indicators. The information reported below is drawn from the data published in February 2023 for the period ending December 2022.

New Key Performance Indicators (KPIs) for youth justice are being introduced from April 2023. A summary of the new KPIs is included below.

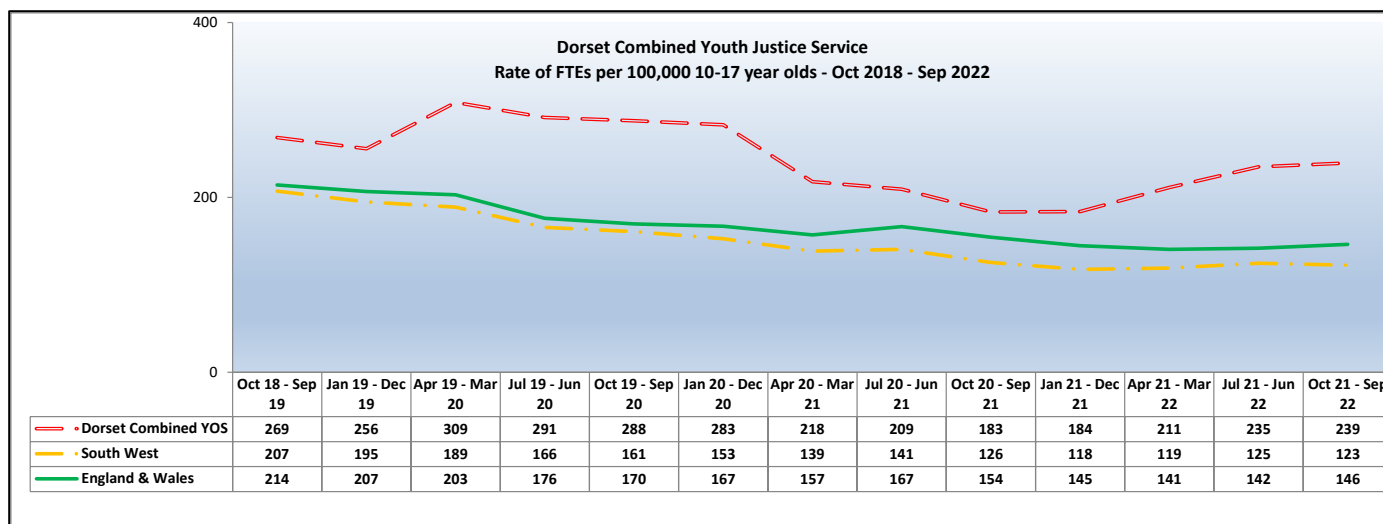
### [First Time Entrants](#)

A 'First Time Entrant' is a child receiving a formal criminal justice outcome for the first time. A Youth Caution, a Youth Conditional Caution or a court outcome count as a formal criminal justice outcome. There are also informal options available for responding to offences by children.

Dorset Police, DCYJS and other children's services work closely together to decide the appropriate outcome for a child who has committed a criminal offence. Whenever possible we seek to use an informal option which does not criminalise the child. It is recognised that receiving a formal justice outcome is in itself detrimental for children.

National performance data for First Time Entrants is drawn from the Police National Computer (PNC). Local data is also recorded on the DCYJS case management system. There is a discrepancy between national and local data for First Time Entrants; it is not possible to compare individual case records to confirm how national data allocates children to local areas. DCYJS has confidence in the accuracy of its case records showing home address information and child in care status.

The following chart shows the most recent published national First Time Entrants data. DCYJS saw a reduction in its rate of children entering the justice system in 2020 and 2021, possibly linked to the pandemic and its aftermath. In 2022 the rate has risen, although it has not returned to pre-pandemic levels. The combined rate for our two local authorities dropped from 288 per 100,000 under 18s in the year to September 2020 to 183 in the year to September 2021, rising to 239 in the year to September 2022.. Despite local work to divert children from the justice system, DCYJS remains above regional and national averages for this indicator.



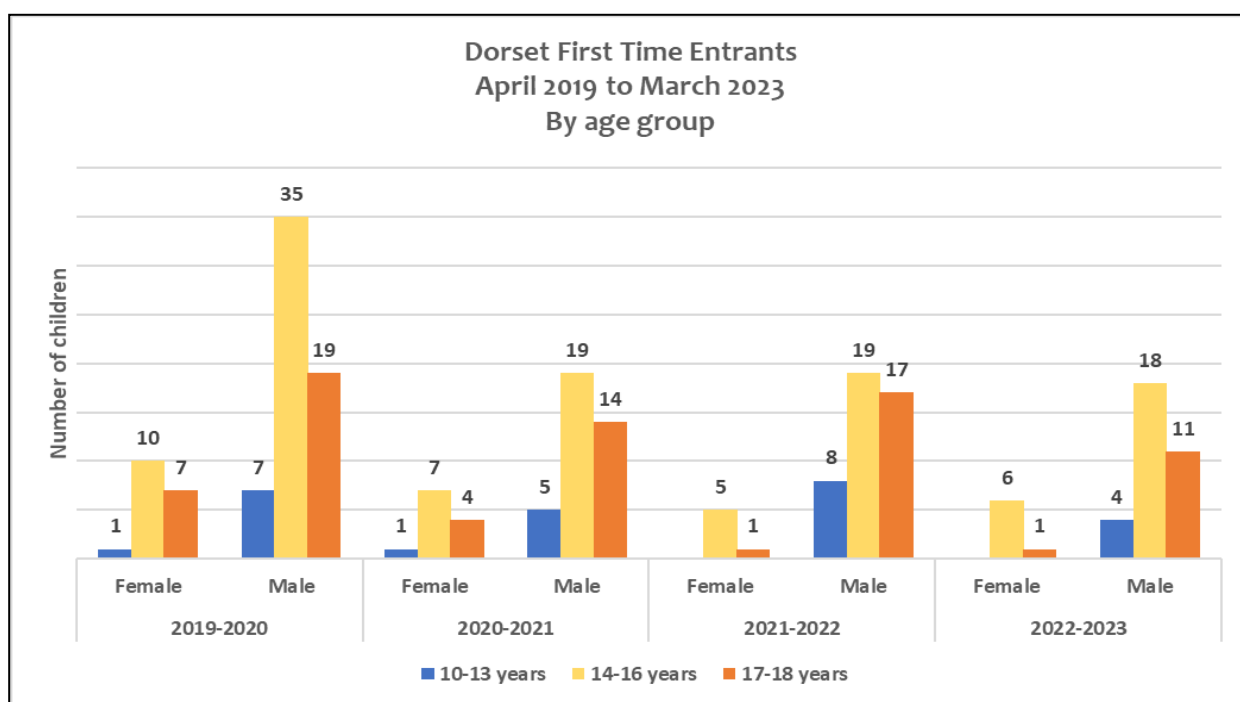
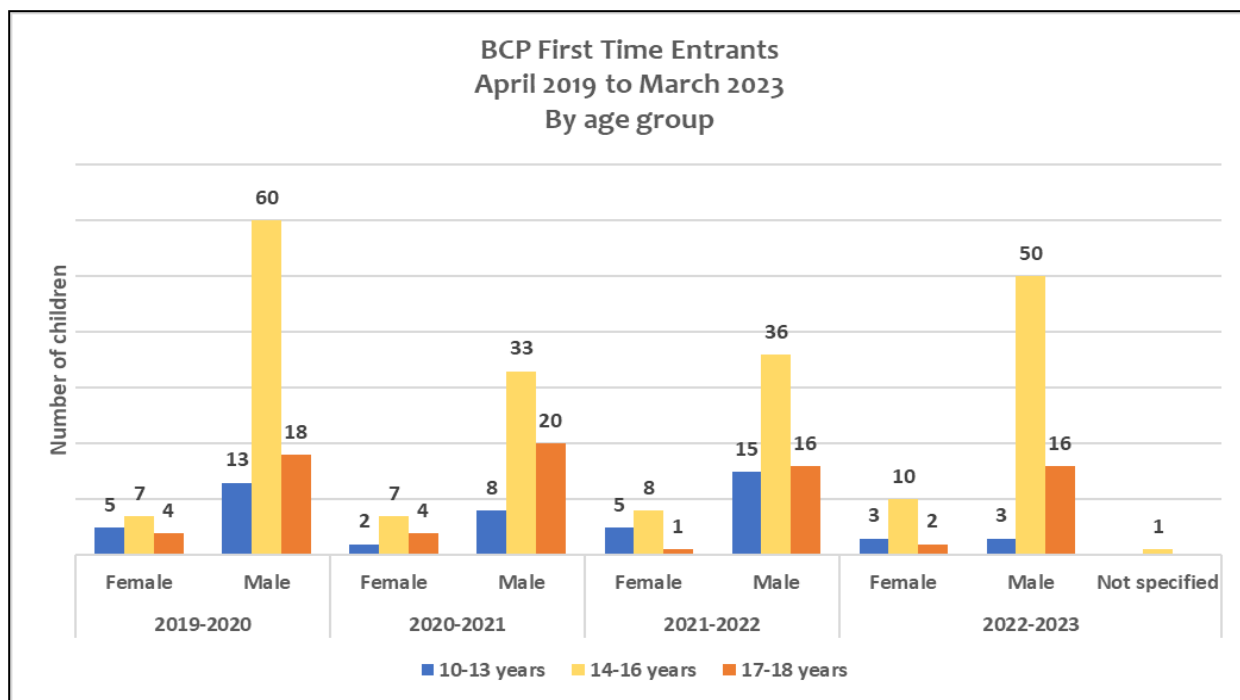
DCYJS tracks data on its own case management system to monitor the extent and characteristics of children entering the justice system. Local data shows a reduction in the number of children entering the justice system compared to the year before the pandemic, with the reduction being more marked in the Dorset Council area:

Year	BCP First-Time Entrants	Dorset First-Time Entrants	Total DCYJS First-Time Entrants
2019/20	107	79	186
2020/21	74	50	124
2021/22	81	50	131
2022/23	85	40	125

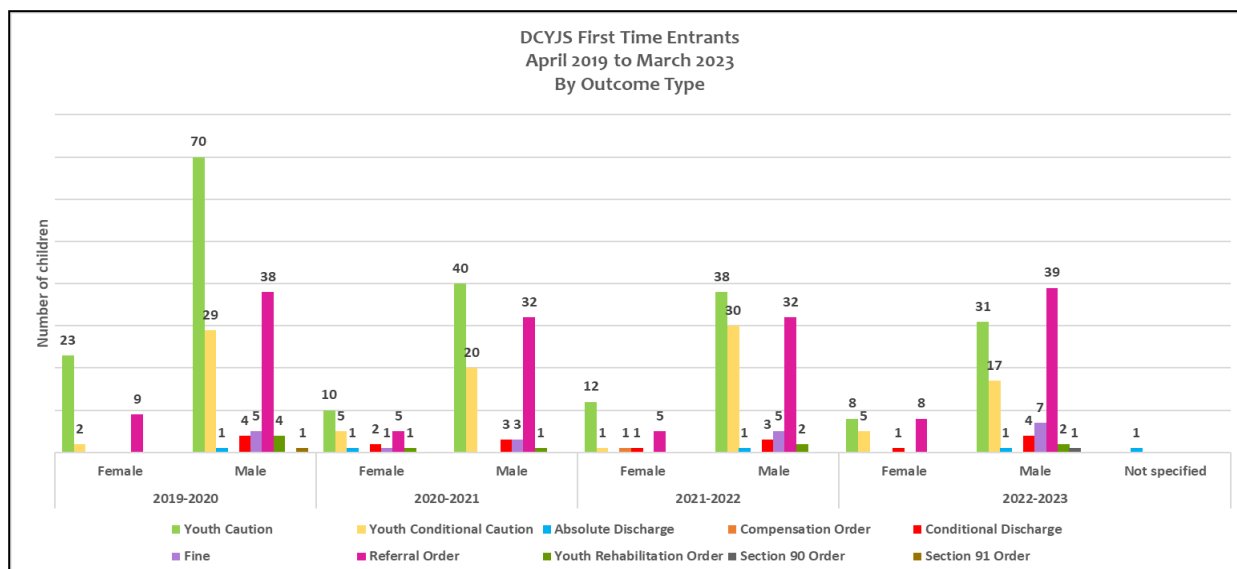
The gender breakdown of first-time entrants remains fairly consistent, with about 17-18% being female.

The ethnicity of local first-time entrants does not indicate over-representation of black, mixed heritage or other children of diverse heritage. Over the past two years, local data shows that 10.8% of first-time entrants in the BCP Council area and 3.3% of first-time entrants in the Dorset Council area were from black, mixed heritage or other diverse heritage groups.

Previous analysis of our local first-time entrants indicated that the reduction had been less marked among younger children. Further analysis was undertaken to identify the common factors in this group of younger first-time entrants, with a pattern emerging of these children being first known to the police as a victim or witness of crime, having special educational needs or disabilities, having experienced school exclusions and being known to children's social care. Data for the past 4 years indicates that 2022/23 saw a reduction in first-time entrants aged 10-13 in both local authority areas:



There was a drop in 2022/23 in the proportion of children receiving out of court disposals when they entered the justice system, down from 60% in 2021/22 to 49% in 2022/23. This is illustrated in the following chart:



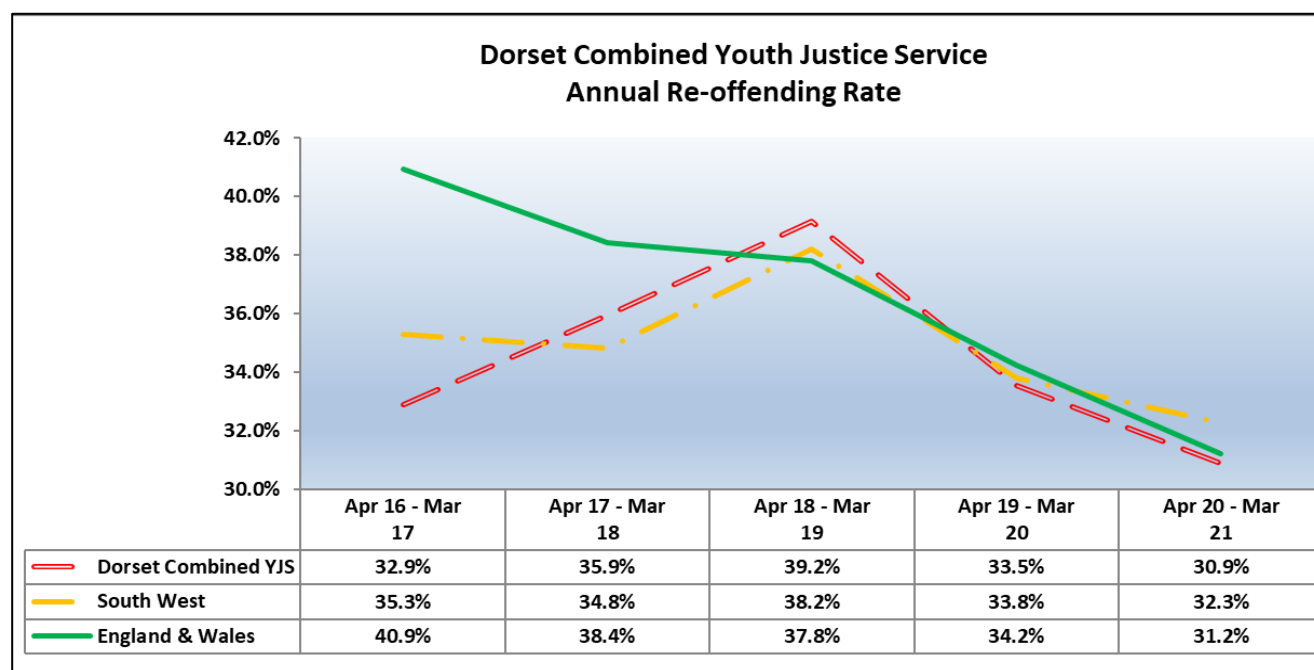
Decision-makers on the local Out of Court Disposal panel have been seeking to divert children from formal outcomes, like Youth Cautions, to informal outcomes like community resolutions.

Local application of the Ministry of Justice 'Turnaround' programme is focusing on diverting children from Youth Cautions to an 'Outcome 22' disposal, meaning no further police action with the child receiving support from the Turnaround workers.

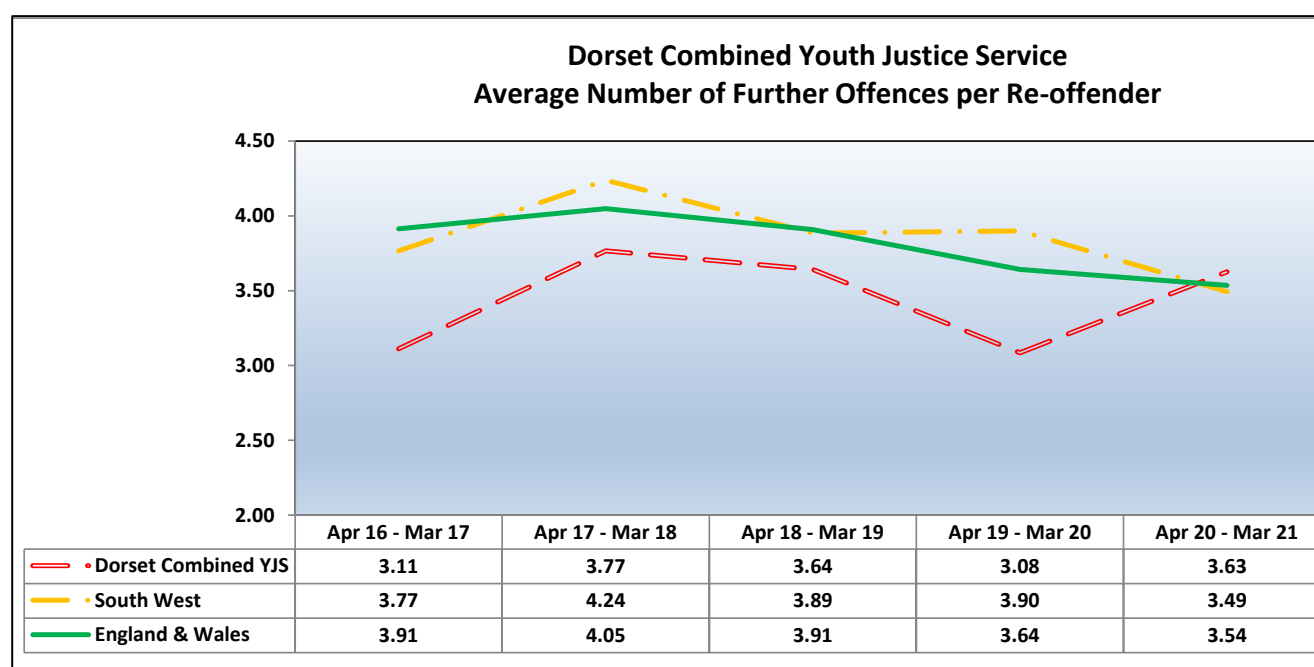
### [Rate of Proven Reoffending](#)

National re-offending data is published in two formats: the 'binary' rate shows the proportion of children in the cohort who go on to be convicted for subsequent offences in the 12 months after their previous justice outcome; the 'frequency' rate shows the average number of offences per reoffender. Reoffending data is necessarily delayed in order to allow time to see if the child is reconvicted and for that later outcome to be recorded. The following data therefore relates to children with whom the service worked up to March 2021.

## Reoffending rate (Reoffenders/Number in cohort)



## Reoffences/Reoffenders



DCYJS has remained below or close to the regional and national averages for both measures, showing good performance in both the numbers of children reoffending and the average number of their offences.

Local data, stored on the DCYJS case management system, can also be scrutinised to provide a more specific understanding of reoffending patterns. Analysis of reoffending by

children on the DCYJS caseload between April 2020 and March 2021 gives a more detailed understanding of reoffending by local children:

- 14-16 year-olds are the age group most likely to reoffend
- Boys are more likely to reoffend than girls
- Black and mixed heritage children show a higher reoffending rate than white children
- Children in the BCP Council area had a higher reoffending rate than children in the Dorset Council area
- Children who were currently or previously in care were more likely to reoffend than children who had not been in care
- Children on court orders were more likely to reoffend than children on out of court disposals

### Use of Custodial Sentences

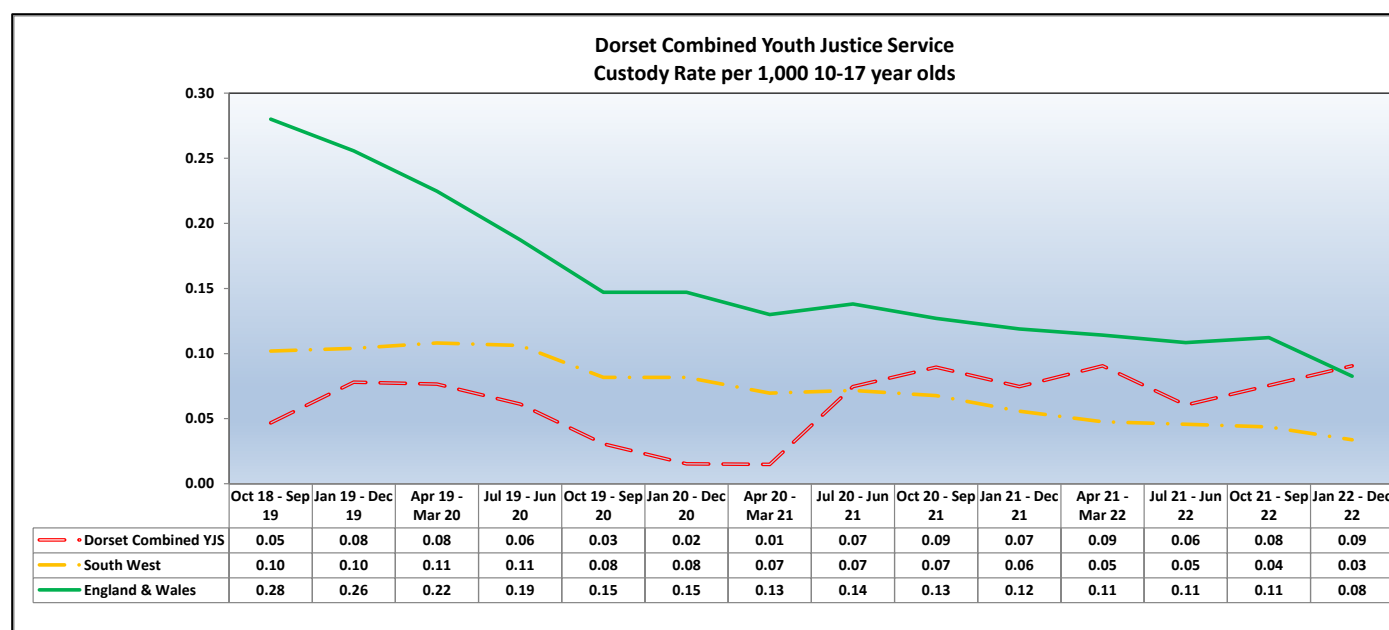
DCYJS continues to see low numbers of children sentenced to custody.

The latest national data is copied below. The context of this data is a large reduction over recent years in the number of children in custody in England and Wales. This means that small changes in numbers can have a noticeable effect on the local and national rates.

No children from the Dorset Council area have been sentenced to custody since March 2020.

Five children from the BCP Council area were sentenced to custody in the year to March 2023.

DCYJS works closely with other children's services to provide community sentences which have the confidence of our local courts so that custodial sentences are only used as a last resort.





## New Youth Justice Key Performance Indicators

Youth Justice Services are required to report on the following new KPIs from April 2023:

- Accommodation – the percentage of children in suitable accommodation
- Education, training and employment (ETE) – the percentage of children attending a suitable ETE arrangement
- SEND – the percentage of children with SEND who are in suitable ETE with a current, formal learning plan in place
- Mental healthcare and emotional wellbeing – the percentage of children identified as needing an intervention to improve their mental health or emotional wellbeing and the percentage being offered and attending interventions
- Substance misuse – the percentage of children identified as needing an intervention to address substance misuse and the percentage being offered and attending interventions
- Out of Court Disposals – the percentage of out of court disposals that are completed or not completed
- Management Board attendance – the attendance of senior representatives from partner agencies and if partners contribute data from their services to identify ethnic and racial disproportionality
- Wider services – the percentage of YJS children who are currently on an Early Help plan, on a Child Protection Plan, classified as a Child in Need or a Child in Care
- Serious Violence – the rates of children convicted for a serious violence offence on the YJS caseload
- Victims – the percentage of victims who consent to be contacted by the YJS; of those, the percentage who are engaged with about restorative justice opportunities, asked their views prior to out of court disposal decision-making and planning for statutory court orders, provided with information about the progress of the child's case (when requested) and provided with information on appropriate support services (when requested).

DCYJS has been working with local partners to continue or establish data exchange processes to enable it to meet all of these new reporting requirements. We have also been working with our case management system supplier to agree the necessary changes to our case management system to enable the new recording and reporting.

## 9. Priorities

### Over-representation

It is recognised nationally that some groups of children, such as those with diverse ethnic heritage, children in care and children with Special Educational Needs are over-represented in the youth justice system. Nationally, just over 50% of children in custody identify as having diverse ethnic heritage, significantly more than the proportion in the total population.

The low numbers of local children being sentenced to custody makes it difficult to provide sound statistical analysis of possible over-representation of young people with diverse ethnic heritage. In the year 2022/23 fewer than 5 young people from the BCP Council area

were sentenced to custody and no young people from the Dorset Council area received a custodial sentence. None of the children sentenced to custody in 2022/23 was from a minority ethnic group.

First-Time Entrants information referred to above, relating to the analysis of local children entering the justice system, does not show over-representation of children with diverse ethnic heritage at this stage of the justice system.

National reviews do show, however, that black children can be more likely to 'progress' through the justice system to receive court orders and custodial sentences. The proportion of children with diverse ethnic heritage on the DCYJS caseload is higher among those who received a court order compared to those who received an out of court disposal. The reoffending rate of children with diverse ethnic heritage is higher than the rate for white children. This may reflect the higher reoffending rate for children on court orders but other explanations and responses are also being explored, such as the point of entry into the justice system and possible differences in the assessment of risk .

The proportion of girls on the DCYJS caseload fluctuates but stays within a range of about 15%-20% of the total caseload, consistent with national rates. Worker allocation decisions are taken carefully to be sensitive to each girl's needs. DCYJS recognises that work to make girls safer, in the context of the Violence Against Women and Girls agenda and concerns about peer on peer sexual abuse, requires work with boys to help them achieve healthy relationships and to reduce the risk they pose to girls.

DCYJS also works with a small number of young people who are exploring their gender identity and may be in the process of gender reassignment. Given the low numbers and the emerging information and understanding in this area it is hard to assess the extent of possible over-representation of this group in the youth justice system. It is clear though that these young people face potential discrimination and are likely to have specific needs which require an individualised response. DCYJS commissioned training in this area for its practitioners in March 2023.

During 2022/23 DCYJS made good progress, with local authority colleagues, to improve the accuracy of our information about children's educational needs. DCYJS caseload information shows that children in the local youth justice system may well have Special Educational Needs and Disabilities. In February 2023 29% of children on the caseload had an Education, Health and Care Plan and a further 17% had the status of 'SEN Support'. These concerns fit with evidence collected by the DCYJS Speech and Language Therapists, showing high levels of communication needs amongst children in our local youth justice system.

## Prevention

The rate of children entering the justice system is influenced by the effectiveness of local prevention and diversion activities. 'Prevention' refers to work with children who have been identified as being at risk of going on to commit offences in future if they do not receive additional help. 'Diversion' refers to the response to children who have committed an offence but who can be diverted from the justice system.

DCYJS does not directly undertake prevention work. Each of our local authorities provides early help services, working with other local organisations like schools, the Dorset Police Safer Schools and Communities Team and the voluntary sector.

In the Dorset Council area oversight of prevention activities sits with the Strategic Alliance for Children and Young People, supported by more detailed work at locality level. The DCYJS Manager is a member of the Strategic Alliance and team members participate in locality meetings to identify and respond to children at risk. 'The Harbour' is a Dorset Council multi-disciplinary service which works with children who need additional support to prevent negative outcomes such as being taken into care or entering the justice system. DCYJS and The Harbour have close links, including joint work with children who have entered the justice system.

In the Bournemouth, Christchurch and Poole Council area, the Children and Young People's Partnership oversees prevention work.

### Diversion

Diversion work is undertaken locally on a partnership basis. Dorset Police, DCYJS and local authority Early Help services meet weekly as an Out of Court Disposal Panel to decide the appropriate youth justice outcome for children who have committed criminal offences. The panel looks for opportunities to divert children from a formal justice outcome when possible.

Diversion activities usually involve additional support for the child and, when appropriate, some form of restorative response in respect of the criminal offence. The Dorset Police Safer Schools and Communities Team, Early Help Services, Children's Social Care Services and DCYJS each provide support at the diversion stage. The appropriate service for each child is decided on the basis of the child's needs, risks and existing relationships with professionals.

During 2022/23 the Ministry of Justice announced a new programme, 'Turnaround', aimed at 'children on the cusp of the youth justice system'. Locally we have used this programme to target our high rate of first-time entrants. Instead of receiving a Youth Caution, children are considered for an informal response which is recorded by the Police as 'Outcome 22' (No Further Police Action) on the basis that a Turnaround worker will meet with the child and their family, complete an assessment and commission a suitable intervention. The aim is to build the child's positive identity and reduce the risk of further offending.

The local Turnaround programme is overseen by a multi-agency group of operational managers, reporting to the Youth Justice Service Partnership Board and submitting the necessary quarterly returns to the Ministry of Justice.

### Education, Training and Employment

Nationally and locally it is recognised that children in the youth justice system are less likely to stay in mainstream schools, to achieve good educational outcomes and to access education, employment or training after Year 11. Each local authority's Director of Education is a member of the DCYJS Partnership Board.

DCYJS employs an Education Officer and a post-16 Careers Adviser who work with schools and local authorities to increase the suitability of provision and with young people to understand their needs and to support their attendance and engagement.

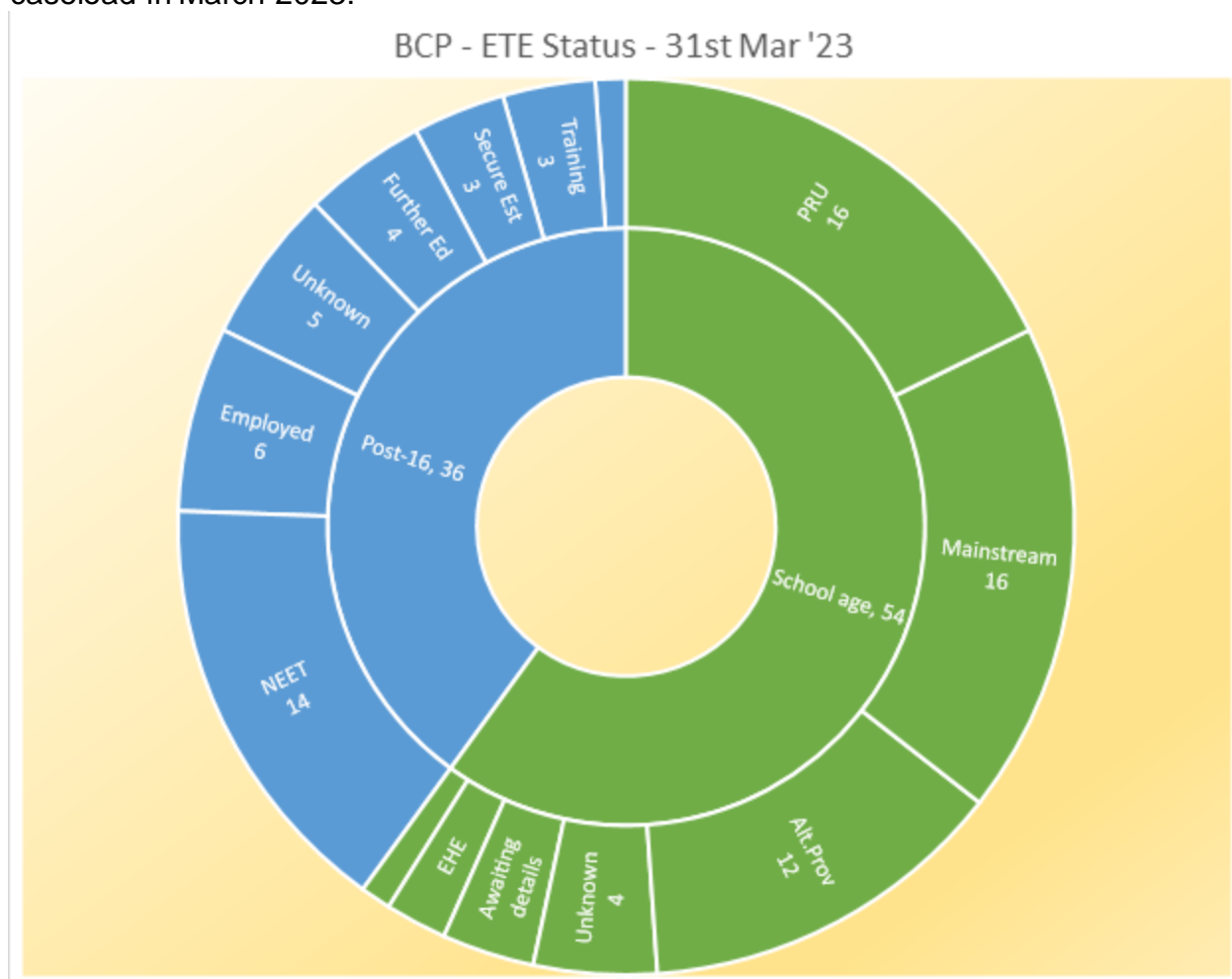
In June 2022 HMI Probation published a thematic inspection report on 'education, training and employment services in youth offending teams in England and Wales': [A joint inspection of education, training and employment services in youth offending teams in England and Wales \(justiceinspectorates.gov.uk\)](https://www.justiceinspectorates.gov.uk/hmi-probation/publications/a-joint-inspection-of-education-training-and-employment-services-in-youth-offending-teams-in-england-and-wales/). DCYJS reviewed its ETE work against this report and took actions in response, including improved recording and reporting of school exclusions and of children's education attainment levels.

The DCYJS ETE workers maintain strong links with colleagues in the local authority Virtual Schools, the SEND teams and Inclusion services. In 2022/23 DCYJS ETE workers and the local authority Virtual School and SEND teams completed self-assessment documents, modelled on the youth justice SEND quality mark framework, to review our joint working and identify areas for development.

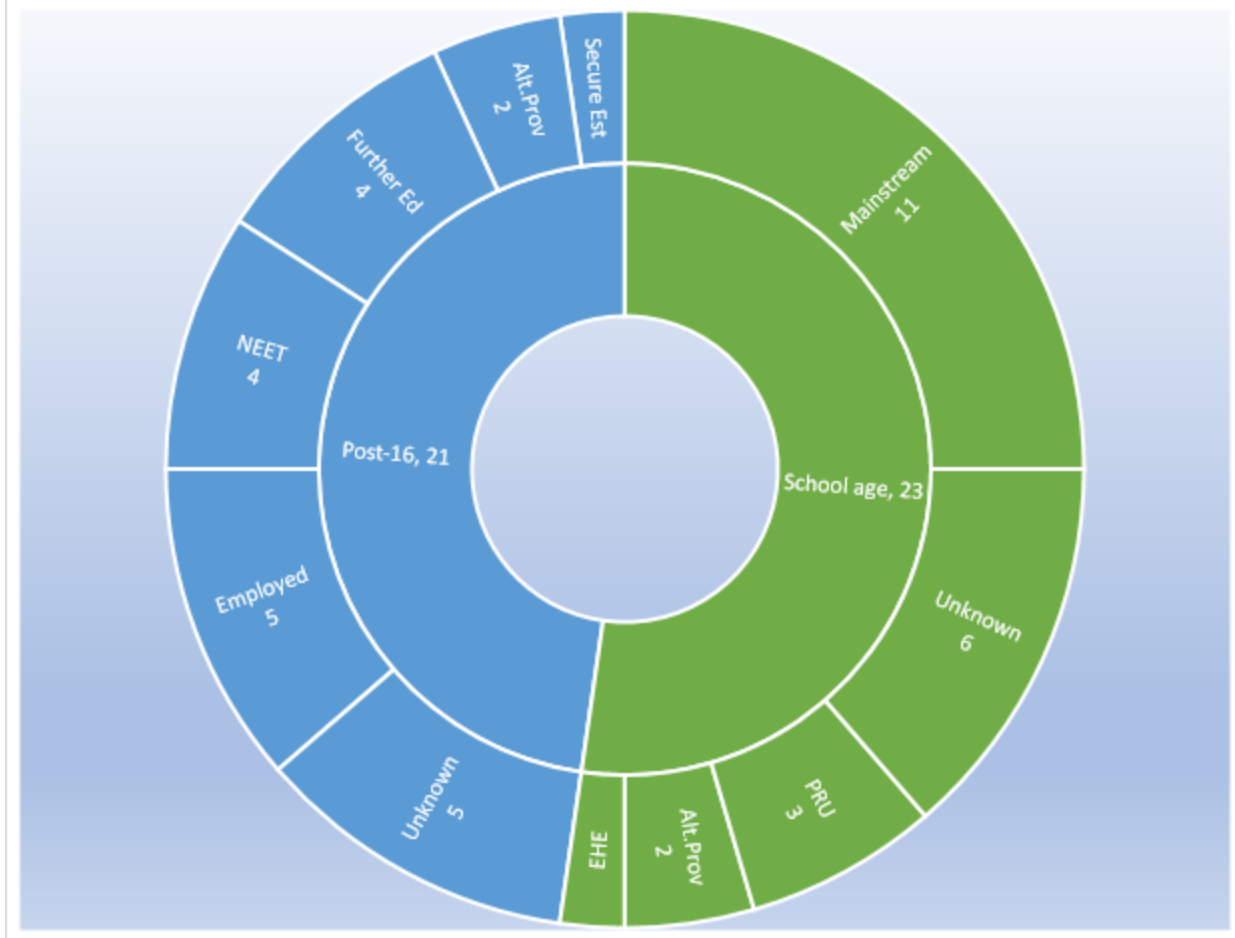
Information reported above, in the section on Over-Representation, showed the frequency of Special Educational Needs and Disabilities among children on the DCYJS caseload. In February 2023 29% of children on the caseload had an Education, Health and Care Plan and a further 17% had the status of 'SEN Support'.

During 2022/23 DCYJS has allocated additional staffing resources to improve the collection and recording of education information for each child. More accurate and more detailed information enables a more targeted approach to improve education provision and outcomes for children in our local youth justice system.

The following charts show the education status of BCP and Dorset children on the YJS caseload in March 2023:



Dorset - ETE Status - 31st Mar '23



These charts show the numbers of children who are not in mainstream school or in suitable employment or training. The service monitors more detailed information, such as the social care and SEND status of these young people, to enable a focused response by our education specialists, working alongside relevant local authority colleagues.

DCYJS occasionally works with children who are receiving Elective Home Education. The YJS Education Officer follows up each case where a child receives Elective Home Education to review the adequacy and safety of the arrangement and to offer more support if needed.

The numbers of young people who not in employment, education or training (NEET) or in employment without training reflects the limited opportunities for YJS young people, who can lack the necessary attainment levels. Actions taken in 2022/23 to address this gap include:

- funding provided by the Office of the Police and Crime Commissioner for young people to train for the Construction Skills Certification Scheme (CSCS card)
- DCYJS registered with AQA to enable young people's learning from activities with DCYJS to be certificated
- DCYJS ETE and reparation staff trained as AQA award facilitators, to support team colleagues in this work.

Implementing the new AQA awards will be a priority for 2023/24.

### Restorative Justice and Victims

Whenever DCYJS work with a child whose offence harmed a victim, the DCYJS Restorative Justice Practitioners contact the victim to find out about the impact of the offence and to seek opportunities for Restorative Justice activities.

One element of the team's Restorative Justice work is undertaking 'reparation' activities with young people, to help them make amends for their offence. Examples include making wooden planters or bird boxes to be sold for charities chosen by the victim or supported by the service or conservation activities. During 2022/23 the service has been developing its approach to reparation so that it is tied more closely to meaningful work to repair the harm caused, directed by the victim if possible, rather than setting a fixed number of sessions for a young person to complete.

Delays in the youth justice system, which are more common in cases that go to court, make it harder to engage victims in activity to repair the harm they have experienced. The DCYJS Restorative Justice Practitioners exercise tact and sensitivity in their contacts with victims, emphasising the victim's choice in whether or how much they engage with our service.

During 2022/23 DCYJS has increased its restorative justice work and victim support in complex and sensitive cases. Examples of this work include:

- facilitation of a restorative justice conference in a case of domestic abuse;
- careful, sensitive long-term support for a victim in a high risk public protection case;
- helping a young person raise money for a charity nominated by a bereaved family.

The DCYJS Restorative Justice Practitioners are experienced, skilled facilitators of Restorative Justice Conferences, illustrated in the following case example.

*The victim in this case had been assaulted and humiliated, with the incident filmed and shared on social media. Each time the incident was viewed and commented on, the child was revictimized.*

*The victim wanted a Restorative Justice Conference but his father was sceptical, feeling disappointed that the offender had received an out of court disposal which he felt did not represent sufficient consequences for him. The YJS workers decided to go ahead with the Restorative Justice Conference because both young people wanted to meet. The workers completed a risk assessment in case difficulties arose during the meeting and gave clear guidance to all participants about the rules and expectations for the meeting.*

*Having answered the initial scripted questions around the offence and his thoughts and feelings towards his actions the young person stood up, apologised, and shook the hand of his victim. It was clear to all present that he was genuinely sorry for his behaviour. The victim willingly accepted this apology. The victim's father visibly relaxed back into his chair. At the point he was asked to contribute to the meeting all his answers reflected his appreciation of the apology made to his son. All the anger he had displayed during the preparation session had dissipated.*



*Following the conference, while the boys chatted together, the YJS Restorative Justice Practitioner accompanied the father outside and asked him his views on the meeting. He said, "I understand it now. I get it".*

### Serious Violence and Exploitation

Tackling child exploitation and reducing serious violence are priorities for strategic partnerships in both our local authority areas (as described in section 4 of this Plan).

Most of the violent offences committed by children do not reach the 'serious violence' threshold. Youth Justice Service and Community Safety Partnership data analysis shows that there has been a reduction in the total number of violent offences in recent years but an increase in weapon-related offences.

In May 2023 the YJS will complete a case audit to review its work with children who commit offences with weapons. The audit will include the views of children, parents and YJS practitioners and will inform our service priorities in 2023/24.

DCYJS uses the 'Trauma Recovery Model' in its work. One of the benefits of this approach is to understand and respond to the issues which may underlie a child's exploitation or their use of violent behaviour. DCYJS appointed a 'Trauma Champion' to participate in the YJB's South West network of trauma champions and to lead the service's work in this area, working with the service's Psychologist. Although the NHS England funding for the Trauma Champion post ended in March 2023, the service will continue to resource this important role.

The Police, Crime, Sentencing and Courts Act 2021 introduced a Serious Violence Duty for specified authorities, including youth justice services, to work together to share data and knowledge, allowing them to target their interventions to prevent serious violence. The Duty came into effect at the end of January 2023. As stated in section 5 above, tackling violence is a current priority for both our Community Safety Partnerships, and for the Dorset Police and Crime Commissioner. It is a priority of the DCYJS Partnership to accelerate the response to children with weapon offences, including faster progress through the justice system so that less time passes between the offence and the criminal justice outcome.

Child Exploitation occurs across the pan-Dorset area, with DCYJS seeing higher rates of exploitation amongst its BCP Council caseload. DCYJS plays an active role in the partnership arrangements in both local authority areas to address child exploitation, participating in the strategic and tactical groups as well as other multi-agency initiatives such as the 'Missing, Exploited, Trafficked' (MET) Panel in BCP Council and the Dorset Council CE Champions group. At the operational level, DCYJS team members are part of multi-agency child exploitation case meetings and contribute to multi-agency responses to concerns about specific locations or networks.

Dorset Police, Children's Social Care services and DCYJS work together to refer suitable cases to the National Referral Mechanism. Delays in the Home Office response to these referrals can lead to repeated adjournments of court cases involving young people who have had NRM referrals. Long delays in completing cases in the youth court and the crown court mean that children can remain subject to bail conditions for many months. Delays between the offence and the court outcome also have a negative effect on work to meet the needs of victims and to address a child's offending.

## Detention of children in police custody

A multi-agency group, led by the DCYJS Head of Service, monitors and addresses the use of police custody for children. The aim of the group is to avoid the unnecessary detention of children and to reduce the duration of detentions that do take place.

Data on child arrests is also reported to the YJS Partnership Board. The following table shows the child arrests in Bournemouth, Weymouth and Poole during 2022/23.

2022/23	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Auth Detention	42	40	38	51	43	34	29	24	22	32	35	38
Detention Not Auth	5	4	2	9	8	1	2	2	3	1	2	2
10-13 Y/O	1	1	3	9	1	1	3	0	1	2	2	2
Overnight	17	21	14	25	20	8	9	10	9	16	23	10
Remand/warrant	2/3	0/0	1/0	1/2	0/2	2/2	0/3	3/1	0/2	3/2	2/1	0/0
Average detention length	10.88	12.2	10.81	12.12	11.74	9.12	12.6	15.1	11.3	13.8	16.1	10.5

Child arrest numbers reduced from September, reflecting active efforts to avoid using arrest for children. Dorset Police have also been working to reduce the length of detentions in police custody, reflected in the overnight detention and average detention length figures. The figures for 'Detention Not Authorised' show that custody sergeants actively review each child that is brought to the custody suite, refusing detention in some cases.

The multi-agency group has previously identified a number of factors which can prolong a child's detention in police custody, including the availability of Appropriate Adults and the time of day when the child arrives in the custody suite. The timeliness of Appropriate Adult attendance has improved since the service was commissioned externally from 'The Appropriate Adult Service' (TAAS) with average arrival times in 2022/23 of 31 minutes at Bournemouth and 34 minutes at Weymouth. Dorset Police have changed their approach to custody arrivals during the evening to reduce the numbers that are detained overnight.

When the police charge a child with an offence and refuse to grant the child bail, there is a legal requirement to transfer the child to local authority accommodation until their appearance at the next available court. Locally a foster carer is on standby each night to accommodate a child in this situation. Usage of this foster placement is lower than expected so the local authorities and Dorset Police are working together to ensure that opportunities are not missed to use the foster bed.

## Supporting children in custody

There are no child custody establishments in the south-west. This means that all children in custody are located at a considerable distance from home, making it harder for families to visit. DCYJS supports parents of children in custody, as well as the children themselves, helping them to cope with both the practicalities and the emotional impact of the situation.

DCYJS allocates paired case managers for all children in custody, to ensure resilience and shared reflection in the work with these children. A DCYJS nurse and a DCYJS education specialist are always allocated to children in custody to facilitate liaison with custody health care and education providers so that the child's specific educational and health needs can be met. This also enables continuity of education and health care during and after the



custodial period. DCYJS Speech and Language assessments are also shared with the custodial establishment to enable custody staff to communicate more effectively with the child.

## Remands

While the national performance indicator relates to custodial sentences, there is also concern about the numbers of children being remanded into custody. Information from the Ministry of Justice showed that in 2021 about 45% of children in custody were on remand. During 2022/23 five local children were remanded in custody, a reduction on the seven custodial remands in the preceding year. Of the five children remanded in custody, three received a custodial sentence in excess of 12 months, one has now been released on bail and the other received a community sentence. Lack of suitable accommodation was a factor in the remand decision for this final case, concerns which DCYJS raised at the time.

## Custodial Sentences and Resettlement

Five local children received custodial sentences during 2022/23. All five will turn 18 during their time in custody, with case responsibility being transferred to the Probation Service prior to their release. The seconded DCYJS Probation Officer facilitates the transition of cases to ensure the appropriate transfer of information and a careful handover from the YJS worker to the Probation worker.

In recent years very few children have been released from custody before their 18<sup>th</sup> birthday. The service approach to resettlement is therefore adapted to each child's unique situation, led by the allocated YJS case manager who prioritises maintaining positive relationships with the young person. Finding suitable accommodation for children leaving custody can be challenging. DCYJS contributes to local authority care planning processes, promoting the early identification of the child's release address. The DCYJS Manager reports to the DCYJS Partnership Board on the timeliness of accommodation being confirmed for children being released from custodial sentences. Only one child reached their release date during 2022. Their release address was not confirmed until 11 days before release.

## 10. Standards for children in the youth justice system

Youth justice services are required to comply with minimum national standards. The latest edition of national standards, 'Standards for Children in Youth Justice Services', was published in 2019. The YJB mandates youth justice services to undertake periodic self-assessments of their compliance with national standards.

The last national standards self-assessment was completed in March 2020. DCYJS demonstrated adherence to the standards with a small number of standards requiring further activity in order to strengthen compliance.

The following areas of activity were identified for further development:

- Development of local strategies to prevent children from becoming involved in crime or anti-social behaviour
- Multi-agency analysis of disproportionality in court and out of court contexts for local children
- Evidencing strategic partner confidence in the YJS supervision of children on justice outcomes in the community
- Holding local partners to account for their part in the successful transition and resettlement of children released from custody
- Consistent recording/storage of sentence plans.

These actions were reported to the DCYJS Partnership Board and were added to DCYJS team plans. Progress has been made in all these areas though some of these activities are outside the direct control of DCYJS. Continuing actions are identified for each of the above issues, to develop or audit the progress made.

Although the joint inspection of DCYJS in 2022 did not explicitly focus on compliance with national standards, the inspectors were satisfied that DCYJS provides the required activities and meets its duties, rating the service as 'Good'.

The Youth Justice Board requires youth justice services to undertake an updated self-assessment of compliance with national standards during 2023/24. Actions arising from this self-assessment will be added to the service's priorities for the year.

## 11. Workforce Development

The DCYJS Workforce Development Policy identifies core training for different roles in the team. As well as refresher training in child safeguarding, child exploitation and information governance, team members are also trained in Motivational Interviewing, AIM3 Harmful Sexual Behaviour assessments and Restorative Justice with complex and sensitive cases.

In 2022/23 team members also attended:

- training courses to build their knowledge, skills and confidence in working with young people's sexuality and gender identity
- a workshop led by a YJS Nurse on self-harm and suicide
- a workshop led by the YJS Education Officer on education and SEND issues for children in the youth justice system
- a workshop led by the YJS Trauma Champion on trauma informed practice
- training sessions with the YJS Speech and Language Therapists on using 'Talking Mats'
- a training session led by the MAPPA Coordinator on MAPPA in youth justice
- a regional conference on Prevent and radicalisation in the youth justice context.

In addition to the core training courses, which will continue to be attended and updated in 2023/24, the service's development plans require staff training in the following areas:

- Identity Lens – develop the team's understanding and application of this model
- Child Exploitation and Extra-Familial Harm – train with colleagues from other local services to embed the use of new multi-agency assessment and planning processes

- Assessments – continue to develop the quality of YJS Risk of Harm assessments, using learning from the case audit of weapon offences
- Assessments - implement the new national assessment tool for children on Out of Court Disposals
- AQA awards – train team members in the provision and certification of activities with children for AQA awards

Working in youth justice is both demanding and rewarding. Team members work closely with children who experience significant harm and who sometimes cause significant harm to others. Our parenting workers and our Restorative Justice practitioners support parents and victims at times of distress and challenge. DCYJS team members are also affected by the impact of the pandemic and the cost of living crisis. Supporting the wellbeing of our staff and volunteers will continue to be a priority in 2023/24, attending to relationships within the team as well as with children, parents/carers, victims and other professionals.

## 12. Evidence-based practice, innovation and evaluation

The primary focus for effective practice in DCYJS is the quality of workers' relationships with children on the caseload, alongside positive relationships within the team and with other professionals. This focus reflects evidence showing that the key determinant for positive change is a pro-relationship with a trusted adult. The approach also builds on previous feedback from young people on the DCYJS caseload about what was most important to them in their experience of the service.

The team continues to focus on understanding children's communications needs, through speech and language assessments, and responding to children's history of trauma, understanding its impact on their current behaviour and on their interactions with other people.

### Risk Factors for Speech and Language Assessments

In 2022-23 the DCYJS Speech and Language Therapists developed a 'risk factor' methodology to assist their prioritisation of children to assess. Although the preference is to assess the communication needs of all children on the team's caseload, this presents issues for the therapists' workload capacity. Assessing all children also means that the children with the most acute need are not prioritised. The risk factor approach enabled the therapists to identify those children with pre-disposing factors for communication needs. A subsequent review confirmed that the level of communication need did correlate with the number of risk factors identified before the assessment. Alongside the risk factor approach, the therapists developed screening tools for YJS case managers to use with other children and provided advice on communication-friendly working practices which would assist all children with communication needs.

### Employment and training support for 16-17 year-olds

Another area of development has been to improve the employment and training prospects of young people aged 16 and 17 on the DCYJS caseload. Training options for this group have reduced in recent years, making it harder to find suitable courses or to find alternatives if a young person does not maintain a place on a course. In 2022/23 DCYJS has registered with AQA and relevant team members have completed the necessary

training to enable us to provide the AQA award scheme. This means that YJS workers will be able to structure their activities with young people so that the young person achieves an AQA certificated learning award. The Office of the Police and Crime Commissioner also agreed to provide funding for young people to work with training providers to gain their 'CSCS' card to increase their chances of work in the construction sector.

### Early identification of children at risk of future offending

Last year's Youth Justice Plan included analysis of common factors among children who entered the youth justice system under the age of 14. Almost all these children were first known to the police as a victim or witness (often in a domestic abuse situation), most of them had special educational needs or disabilities, were known to Children's Social Care and had experienced exclusions from school. During 2022/23 DCYJS and Dorset Council have built on this evidence to develop a methodology for pro-actively identifying younger children with these risk factors so that additional support needs can be identified.

## 13. Service development plan

All the information summarised in the preceding sections have contributed to the service's plan and strategic priorities for 2023/24.

The service's priorities and development plan for 2023/24 are based on the information contained in the preceding sections of this document, including:

- Local partnership priorities
- Strategic direction from the DCYJS Partnership Board
- National initiatives and priorities
- DCYJS performance information
- HMI Probation's full joint inspection of DCYJS in autumn 2022
- Needs and views of children, families and victims
- Views of DCYJS team members
- Learning from self-assessments, case audits, learning reviews and thematic inspection reports during 2022/23.

### HMI Probation inspection recommendations:

HMI Probation published the report 'An inspection of youth offending services in Dorset' in January 2023, rating the service as 'Good'. The report included the following six recommendations:

The Dorset Combined Youth Justice Service partnership board should:

1. review the board arrangements to ensure effective strategic partnerships across the combined area and consider whether additional independent chairing arrangements could enhance these
2. develop a shared approach across the partnership to addressing child exploitation and county lines and put a framework in place which promotes effective practice
3. continue to support and challenge all schools to ensure that YJS children receive their full entitlement to education

4. improve partnership working with children's social care by ensuring YJS case manager involvement in all statutory multi-agency meetings and improve their direct access to children's social care records.

The YJS service manager should:

5. analyse the reoffending of children subject to out-of-court disposals and monitor the effectiveness of the disposals given

6. improve the analysis and quality of assessments to ensure there is effective and robust understanding regarding the risk of harm a child can pose to others

DCYJS's action plan in response to these recommendations was accepted by HMI Probation in February 2023. The inspection report also identified 'areas for improvement' which are addressed in a more detailed action plan, with progress monitored by the DCYJS Partnership Board.

#### DCYJS Priorities and Plans for 2023/24

The following table shows the priorities and plans for DCYJS in 2023/24. Actions which link to our inspection report are marked 'HMIP'. This is a dynamic plan which will continue to be updated, recognising that other priorities will arise during the year.

<b>DCYJS Partnership Priority</b>	<b>Area for Development</b>	<b>Partners and Staff Providing Support</b>	<b>Benefits</b>	<b>Success Indicators</b>
Reducing First-Time Entrants	Develop the implementation of the 'Turnaround' programme	Local Authority Early Help Services Dorset Police Dorset HealthCare Ministry of Justice	Children diverted from the justice system	Reduction in FTEs Successful Turnaround completions
Reducing First-Time Entrants	Early identification of children at risk of offending	Local Authority Business Intelligence Local Authority Early Help Services	Prevention of future offending	Reduction in FTEs Children at risk of offending receiving support
Serious Violence and Child Exploitation	Contribute to Serious Violence Duty needs assessments and action plans	Local Authority Community Safety Partnerships	Strategic, coordinated response to serious youth violence	Needs assessment completed Action Plan agreed and implemented
Serious Violence and Child Exploitation	Case audit of DCYJS work on weapon offences	DCYJS team members Children and families	Improved DCYJS work with children who carry weapons	Case audit completed Action Plan agreed and implemented
Serious Violence and Child Exploitation	Extension of DCYJS Trauma Champion role	DCYJS Trauma Champion DCYJS Psychologist	Development of trauma informed practice with children	Actions agreed and implemented to show trauma informed work

		DCYJS team members		with wider caseload
Serious Violence and Child Exploitation	Local partnerships agree new CE tools, processes and training (HMIP)	Pan-Dorset Safeguarding Children Partnership	Clear and effective processes for identifying and responding to CE	New CE documents and processes being used by YJS staff
Serious Violence and Child Exploitation	Improve the analysis and quality of DCYJS risk of harm assessments (HMIP)	DCYJS operational managers and case managers	Improved risk assessments leading to better risk management for harm to others	Case audits evidence good quality risk of harm assessments, addressing HMIP findings
Reducing over-representation	YJS Partners share disproportionality data from their services	BCP Council, Dorset Council, Dorset Police, Probation Service, NHS Dorset	Improved understanding of and response to over-representation	YJS Board receiving and reviewing disproportionality data from partners
Reducing over-representation	Create a DCYJS diversity and disproportionality policy (HMIP)	YJS Head of Service	Clarity about YJS work on diversity issues	New Diversity Policy completed and shared with YJS staff
Improving education outcomes	Allocate additional YJS resources to improve education for children with EHCPs, SEN Support	YJS Head of Service Local authority education services	Timely, suitable placements for children with EHCPs, SEN Support and other specific needs	Better education outcomes Reduction in fixed term and permanent exclusions on YJS caseload
DCYJS practice improvement	Use the Identity Lens approach to underpin DCYJS work with children	YJS managers and practitioners; YJB and other Youth Justice Services	Improved outcomes for children focusing on their positive identity	Evidence on assessments, plans and case records of the Identity Lens model being applied
DCYJS practice improvement	Implement the use of AQA awards for children doing YJS activities	DCYJS ETE and reparation workers; BCP and Dorset EET and Virtual School teams	Improved access to ETE options for YJS children	Completed AQA awards
DCYJS practice improvement	Use the HMIP ETE thematic report and the new KPI ETE information to continue to improve work on education outcomes	DCYJS ETE and information staff. BCP and Dorset ETE and information staff. Schools.	Improved knowledge and targeting of specific ETE issues leading to better ETE outcomes for YJS children	Accurate, up to date, detailed ETE case records on YJS system

Board development	Develop partnership effectiveness and confirm future chairing arrangements (HMIP)	YJS Board Partners, BCP and Dorset Chief Executives	Improved local YJS strategic and operational partnership	Decision taken on future Board chairing. Board partners actively contributing to Board meetings and work
Develop the collection and use of performance information	Implement the new national youth justice Key Performance Indicators	YJS head of service and management information staff. Partner information staff. YJB	Improved understanding of local YJ partnership performance and actions needed	Successful quarterly reporting of new KPIs
Develop the collection and use of performance information	Analyse the reoffending of children subject to out of court disposals (HMIP)	YJS Performance and Information Manager. Dorset Police	Better understanding of OOCOD impact to guide decision-making	Report to YJS Board of reoffending by different out of court disposal types
Compliance with YJB requirements	Audit compliance with national standards and implement the new national OOCOD assessment tool when directed	YJS managers. YJB	YJS meeting national standards for youth justice work	Audit of national standard compliance submitted on time to YJB. YJS using new assessment tool for OOCOD work.

## 14. Challenges, risks and issues

Like other youth justice services, DCYJS operates in a context of system challenges and resource pressures. Achievement of the service's priorities in 2022/23 could be affected by a number of risks and issues, including:

- Funding and resources –the DCYJS partnership budget has seen little growth in cash terms since the service formed in 2015, without allowing for inflation and pay increases during that period. In 2022/23 the national Youth Justice Grant increased, returning to 2014/15 levels, and local partners increased their contributions. Continuing budget pressures on all partners and inflation risks make resources an ongoing challenge.
- Children's Services face a number of challenges, nationally and locally, with the shortage of suitable placements for children in care being of particular relevance to youth justice services. Without suitable placements it is difficult to establish the building blocks to help children build positive futures, such as education, health care and positive peer networks, and to propose credible bail packages and community sentences for children at risk of custody.



- Children's Services are also responding to the independent review of children's social care
- Delays in the youth justice system, linked to pressures in the wider criminal justice system, make it harder to work effectively with young people to prevent future offending to engage victims in Restorative Justice.
- The impact of Covid on young people is still emerging, including setbacks to young people's education and their mental health.

DCYJS will continue to address these issues on a partnership basis in 2023/24, making best use of resources, working with partners to mitigate the impact of placement shortages, developing plans to improve timeliness in our local youth court system and responding to the education and mental health needs of children following the pandemic.

## 15. Sign off, submission and approval

This Youth Justice Plan has been approved by the YJS Partnership Board in April 2023.

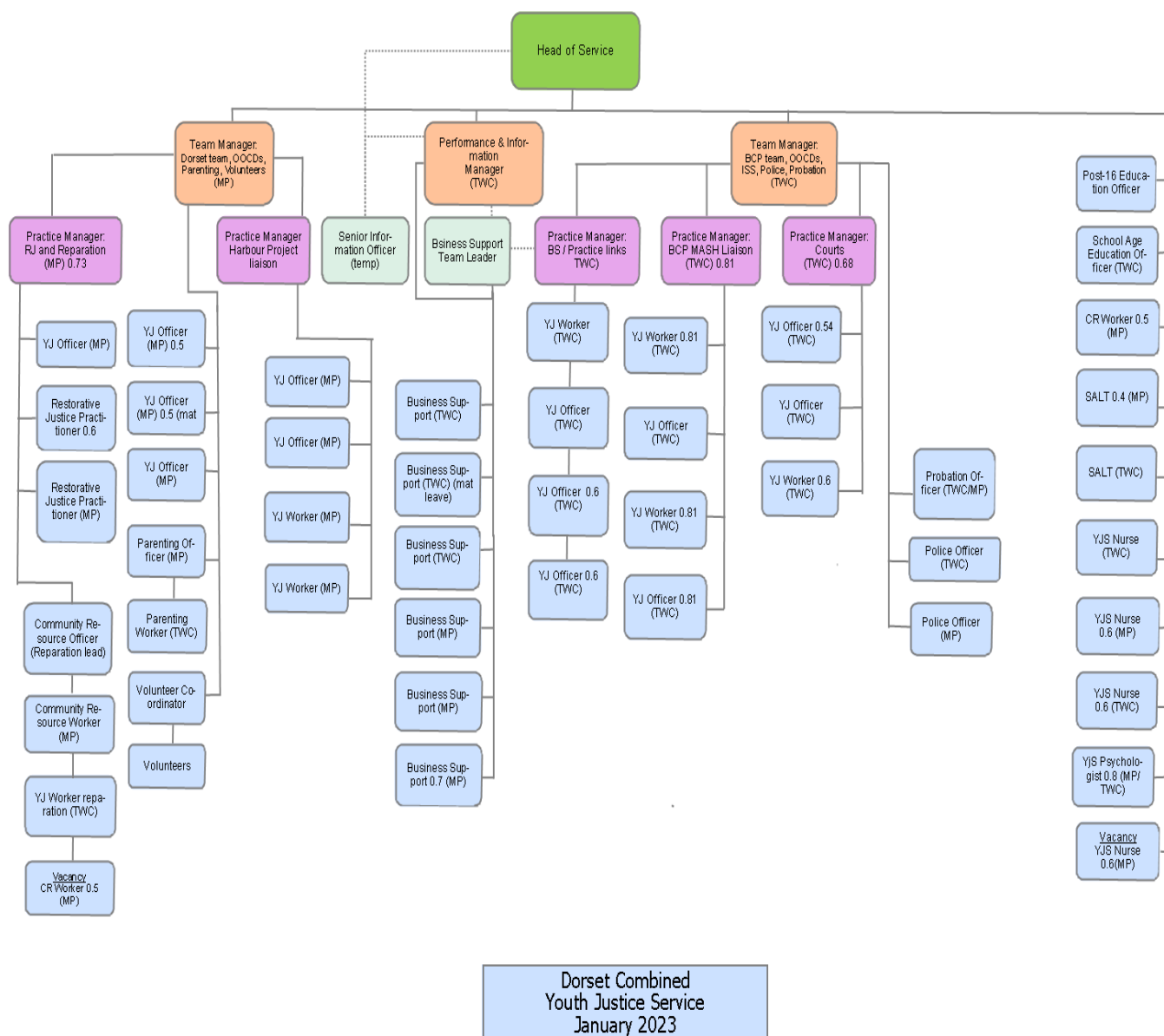
In accordance with 'Regulation 4 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000', Youth Justice Plans must be approved by the full council of the local authority. This Youth Justice Plan is subject to the scrutiny and approval processes of our two local authorities. It will be considered for approval by the full council of Dorset Council on 13/07/2023 and by the full council of Bournemouth, Christchurch and Poole Council on YYYY.

Chair of YJS Board - name	Theresa Leavy
Signature	
Date	

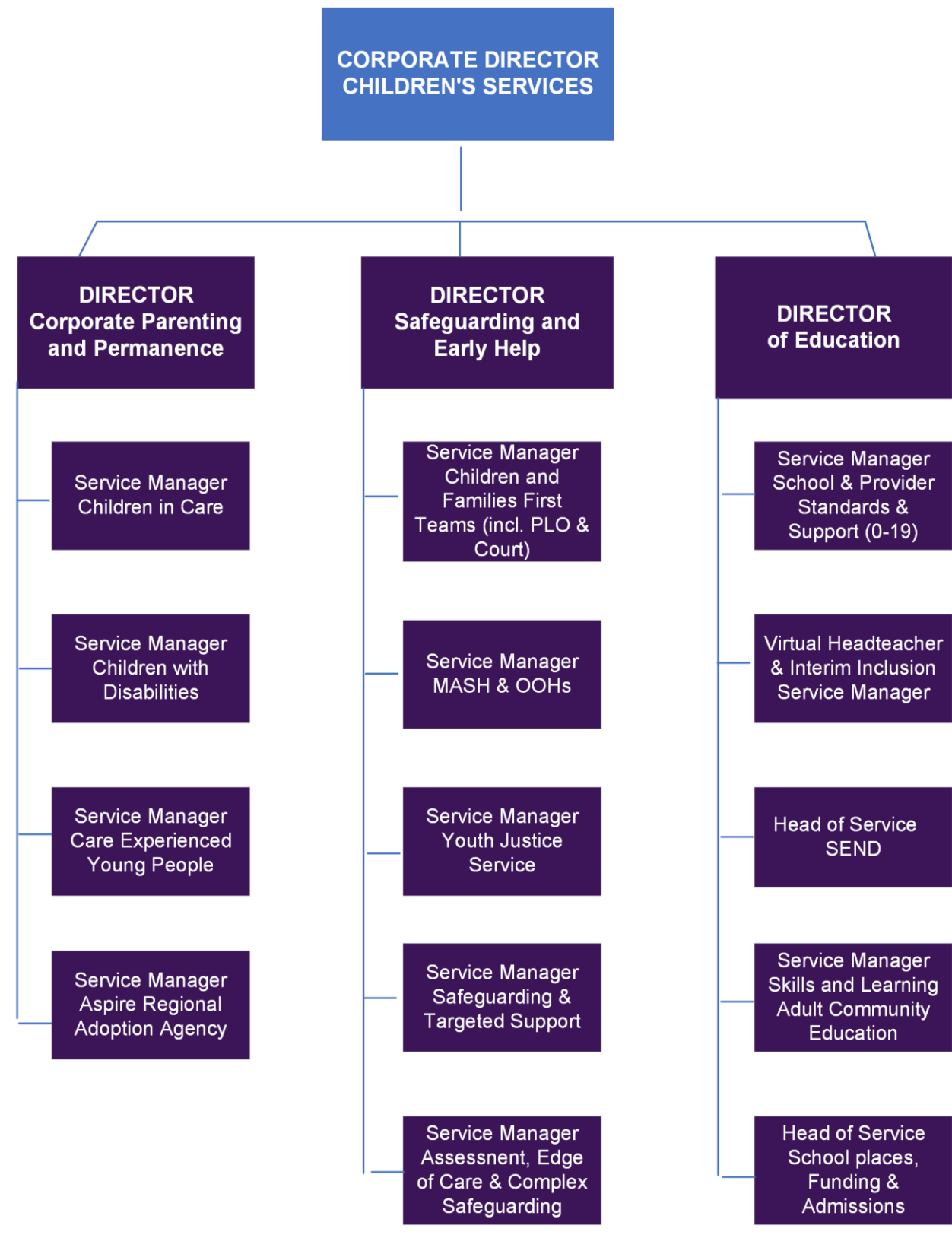


## 16. Appendix 1 – Service Structure Chart

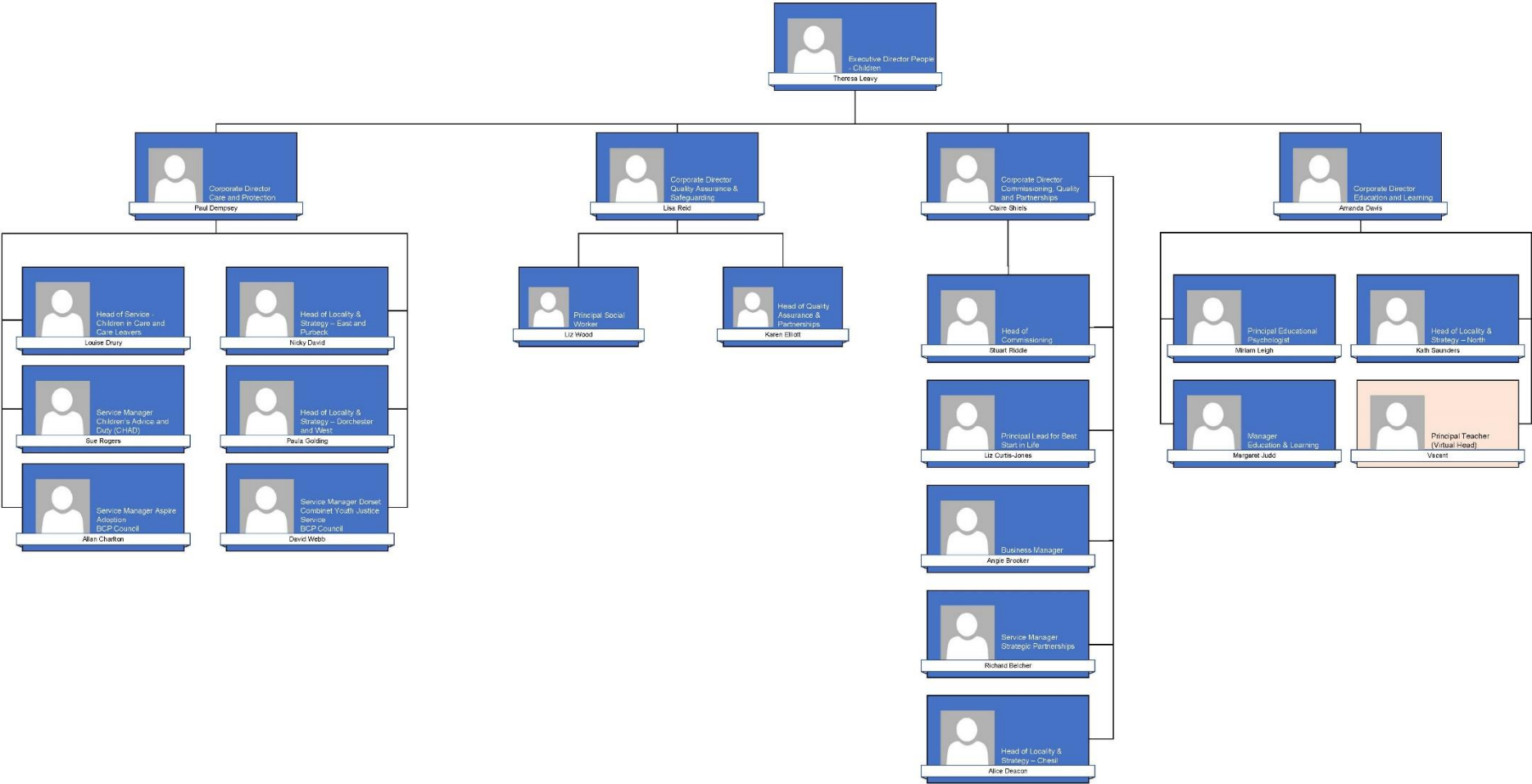
The following structure charts show the staffing structure of Dorset Combined Youth Justice Service and where the service sits in the two local authorities.



BCP Council Children's Services Extended Leadership Team



Dorset Council Extended Leadership Team



## DCYJS Staff and Volunteers:

### UPDATE THIS

The following table shows the gender, ethnicity and disability status of DCYJS staff members and volunteers:

<b>Ethnicity</b>	<b>Female staff members</b>	<b>Male staff members</b>	<b>Female volunteers</b>	<b>Male volunteers</b>	<b>Total</b>
White British	42	10	10	6	68
White Other	1		3	1	5
Mixed Heritage	1		0	0	1
Disability	4				4

Five staff members in DCYJS are recorded as having a disability.

## 17. Appendix 2 – Budget Costs and Contributions 2023/24

<b>Partner Agency</b>	<b>22/23 Revenue (excluding recharges)</b>	<b>Staff</b>
Dorset Council	£536,164	
Bournemouth, Christchurch and Poole Council	£628,529	
Dorset Police and Crime Commissioner	£81,927	2.0 Police Officers
The Probation Service (Dorset)	£5,000	1.0 Probation Officer
NHS Dorset Clinical Commissioning Group	£22,487	2.8 FTE Nurses, 0.8 Psychologist, 1.4 Speech and Language Therapists
Youth Justice Grant	£794,915 (2022/23 figure)	
<b>Total</b>	<b>£2,069,022</b> (assuming standstill contributions from all partners)	

## Common youth justice terms – national glossary

<b>ACE</b>	Adverse Childhood Experience. Events in the child's life that can have negative, long lasting impact on the child's health and life outcomes
<b>AIM 2 and 3</b>	Assessment, Intervention and Moving on; an assessment tool and framework for children who have instigated harmful sexual behaviour
<b>ASB</b>	Anti-social behaviour
<b>AssetPlus</b>	Assessment tool to be used for children who have been involved in offending behaviour
<b>CAMHS</b>	Child and adolescent mental health services
<b>CCE</b>	Child Criminal exploitation, where a child is forced, through threats of violence, or manipulated to take part in criminal activity
<b>Children</b>	We define a child as anyone who has not yet reached their 18th birthday. This is in line with the United Nations Convention on the Rights of the Child and civil legislation in England and Wales. The fact that a child has reached 16 years of age, is living independently or is in further education, is a member of the armed forces, is in hospital or in custody in the secure estate, does not change their status or entitlements to services or protection.
<b>Child First</b>	A system wide approach to working with children in the youth justice system. There are four tenets to this approach which should be: developmentally informed, strength based, promote participation, and encourage diversion
<b>Child looked-after, also Child in Care</b>	Child Looked After/Child in Care; where a child is looked after by the local authority
<b>CME</b>	Child Missing Education
<b>Constructive resettlement</b>	The principle of encouraging and supporting a child's positive identity development from pro-offending to pro-social
<b>Contextual safeguarding</b>	An approach to safeguarding children which considers the wider community and peer influences on a child's safety
<b>Community resolution</b>	Community resolution; an informal disposal, administered by the police, for

	low level offending where there has been an admission of guilt
<b>EHCP</b>	Education and health care plan; a plan outlining the education, health and social care needs of a child with additional needs
<b>ETE</b>	Education, training or employment
<b>EHE</b>	Electively home educated; children who are formally recorded as being educated at home and do not attend school
<b>EOTAS</b>	Education other than at school; children who receive their education away from a mainstream school setting
<b>FTE</b>	First Time Entrant. A child who receives a statutory criminal justice outcome for the first time (youth caution, youth conditional caution, or court disposal)
<b>HMIP</b>	Her Majesty Inspectorate of Probation. An independent arms-length body who inspect Youth Justice services and probation services
<b>HSB</b>	Harmful sexual behaviour, developmentally inappropriate sexual behaviour by children, which is harmful to another child or adult, or themselves
<b>JAC</b>	Junior Attendance Centre
<b>MAPPA</b>	Multi agency public protection arrangements
<b>MFH</b>	Missing from Home
<b>NRM</b>	National Referral Mechanism. The national framework for identifying and referring potential victims of modern slavery in order to gain help to support and protect them
<b>OOCD</b>	Out-of-court disposal. All recorded disposals where a crime is recorded, an outcome delivered but the matter is not sent to court
<b>Outcome 22/21</b>	An informal disposal, available where the child does not admit the offence, but they undertake intervention to build strengths to minimise the possibility of further offending
<b>Over-represented children</b>	Appearing in higher numbers than the local or national average
<b>RHI</b>	Return home Interviews. These are interviews completed after a child has been reported missing
<b>SLCN</b>	Speech, Language and communication needs
<b>STC</b>	Secure training centre

<b>SCH</b>	Secure children's home
<b>Young adult</b>	We define a young adult as someone who is 18 or over. For example, when a young adult is transferring to the adult probation service.
<b>YJS</b>	Youth Justice Service. This is now the preferred title for services working with children in the youth justice system. This reflects the move to a child first approach
<b>YOI</b>	Young offender institution

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## CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>Children's Services Improvement Plan – MV3 Feedback and DfE Advisers Feedback</b>
Meeting date	6 June 2023
Status	Public Report
Executive summary	<p>BCP Children's Services was inspected, under the Inspection of Local Authority Children's Services (ILACs) framework in December 2021. The outcome was an overall inadequate judgement.</p> <p>As a result the Secretary of State of Education issued a Statutory Direction and appointed a DfE Improvement Adviser to support the Council in their improvement of Children's Social Care Services.</p> <p>The Children's Services Improvement Plan is in place to ensure progress is made at pace in Children's Social Care in line with the recommendations of the December inspection and in accordance with the statutory direction notice received by the Council in March 2022.</p> <p>The DfE Adviser in their role is required to review the pace and progress of improvement at regular intervals to ensure it is sufficient and report on this to the Secretary of State.</p> <p>Overview and Scrutiny require regular updates on themes regarding improvement. In March 2023 Children's Services had their third Monitoring Visit. The focus of the visit was on children who have recently come into care, including Unaccompanied Asylum Seeking Children (UASC) placed in hotels in recent months within Bournemouth. The letter published by Ofsted is presented for scrutiny.</p>
<b>Recommendations</b>	<b>For information and scrutiny</b>
Reason for recommendations	<p>Children's Overview and Scrutiny have statutory powers to scrutinise decisions and plans for the service. The outcome of the Monitoring Visit 3 which focussed on children who have recently come into care, including Unaccompanied Asylum Seeking Children (UASC) placed in hotels in recent months within Bournemouth, is presented for scrutiny so the committee can offer constructive challenge, share any voices of concern and support in order to contribute to the improvement journey.</p>

Portfolio Holder(s):	Councillor Richard Burton, Portfolio Holder for Children and Young People
Corporate Director	Cathi Hadley, Corporate Director for Children's Services
Report Authors	Rachel Gravett, Director of Quality, Performance Improvement and Governance
Wards	Council-wide
Classification	For Update

## Background

### Monitoring Visit 3 - Children recently coming in to Care and UASC.

1. Ofsted visited Children's Services on the 21 & 22 March 2023 to carry out their third Monitoring Visit.
2. Monitoring visits are part of the regular improvement journey inspections. Ofsted will carry out 2 or 3 per year and usually up to 6 before re inspecting under the Inspection of Local Authority Children's Services (ILACS)
3. Two inspectors visited, one who was the lead inspector in the December ILACS visit. Whenever possible, the same inspector will lead all the monitoring visits in the same local authority.
4. Monitoring visits focus on where improvement is needed the most and this visit concentrated on children who have recently come into care, including Unaccompanied Asylum Seeking Children (UASC) placed in hotels in recent months within Bournemouth. Inspectors will also check that performance in other areas has not declined since the inspection.
5. Ofsted published their report on the local authority's progress following the inspection. It was published on 9th May 2023.
6. The presentation accompanying this report details the findings of the Monitoring Visit.

### DfE Improvement Adviser

7. The DfE Improvement Adviser supports the Council in continuing to develop and implement robust, realistic, and achievable plans to improve its children's social care functions, in particular those areas which have been judged by Ofsted to be inadequate or where other serious concerns have been identified. They:
  - 7.1. Provide effective oversight to ensure the pace of improvement is appropriate and that improvements to children's social care are sustainable.
  - 7.2. Provide support and advice as necessary when assessing and driving progress, taking account of the weaknesses identified by Ofsted and of other diagnostic work.

7.3. Apply their expertise and experience to support and challenge the Council's Director of Children's Services, Chief Executive, Members, and wider corporate leadership team in addressing areas of weakness and system/ strategic blockages to improvement; this may also include working with practitioners of different levels to:

7.3.1. to develop competence and improve performance.

7.3.2. and to help foster a culture of reflection, challenge, and support.

7.4. Make use of wider contacts to support and advise the Council on potential solutions to issues and signpost examples of good practice where possible.

7.5. To Chair the Council's Children's Services Improvement Board.

7.6. Work closely with any other local authority improvement partners to maximise impact of work and avoid unnecessary duplication.

7.7. Engage with the wider partnership.

7.8. Identify key deliverables and produce a plan detailing the outputs and KPIs which the Improvement Adviser will meet over the duration of their appointment and agree this with the Department for Education ("DfE") within 6 weeks of appointment.

7.9. Participate in any DfE-led review of the Council's progress; and

7.10. To deliver quarterly written updates on the Council's progress to the Parliamentary Under Secretary of State for Children and Families, which is to include a six-month review on whether the pace of progress of improvement is sufficient.

8. The first report was made available on the BCP website on 8th November 2022.

### **Options Appraisal**

9. Not applicable

### **Summary of financial implications**

10. Not applicable

### **Summary of legal implications**

11. Not applicable

### **Summary of human resources implications**

12. Not applicable

### **Summary of sustainability impact**

13. Not applicable

### **Summary of public health implications**

14. Not applicable

### **Summary of equality implications**

15. Not applicable

### **Summary of risk assessment**

16. Not applicable

### **Appendices**

Appendix 1 - Ofsted Monitoring Visit 3 - Published May 2023 - Letter of Findings

9 May 2023

Cathi Hadley  
Corporate Director, Children's Services  
Bournemouth, Christchurch and Poole Council  
Town Hall  
Bourne Avenue  
Bournemouth  
BH2 6DY

Dear Cathi

### **Monitoring visit to Bournemouth, Christchurch and Poole children's services**

This letter summarises the findings of the monitoring visit to Bournemouth, Christchurch and Poole (BCP) children's services on 21 and 22 March 2023. This was the third monitoring visit since the local authority was judged inadequate in December 2021. His Majesty's inspectors for this visit were Steve Lowe and John Roughton.

### **Areas covered by the visit**

Inspectors reviewed the progress made in the following areas of concern identified at the last inspection:

- The recruitment and retention of a workforce that is experienced, competent and confident to deliver improvements, so that children no longer have multiple changes of social worker or personal adviser.
- The quality of practice, in particular, assessment, planning, emotional support to children in care and the recording of children's views.
- The impact of quality assurance and management oversight on the standard of social work practice and progressing work effectively to avoid delay for children.
- The overview of children's attainment and progress by the virtual school.
- The consideration, and securing, of permanence for children in care.

This visit was carried out in line with the inspection of local authority children's services (ILACS) framework.

### **Headline findings**

This is the third monitoring visit since the last inspection, when BCP children's social care was found to be inadequate in all areas, except for children in care and care

leavers. The focus of this visit was on children who have recently come into care, including the significant number of unaccompanied asylum-seeking children (UASC) initially placed as adults in hotels in Bournemouth in recent months.

The majority of children in care have too many changes of social worker because of staff turnover. As a result, they are not always visited with a clear purpose and securing a permanent home for them takes too long. This is starting to improve following changes in senior personnel, but only in very recent months. The quality of social work still varies too much, but UASC in particular receive a quick and sensitive service. Senior leaders know the strengths and weaknesses in the service well and have taken immediate steps to improve children's experiences, and positive steps to increase the number of permanent staff are starting to gain traction.

## **Findings and evaluation of progress**

Senior leaders have given additional scrutiny to the experiences of children in care since the last monitoring visit. Previously, high staff turnover, sickness and poor management oversight led to many children in care being seen by several different social workers. A small but significant number of children had no allocated social worker for several months. Since bringing in an experienced interim director for children in care and permanence at the end of 2022, a focus on practice fundamentals and improved visibility has increased staff morale and confidence. Additional capacity was provided quickly, and the situation is recovering with increasing adherence to the basics of good social work. Children are being visited more regularly and with more purpose, and reviews are now timely. However, this is yet to translate into consistent, effective planning with a focus on permanence for children.

Because of a high turnover of staff, the support children receive relies too heavily on the quality of individual social workers and frontline managers, rather than a consistent response based on a well understood model of practice. In better examples of social work practice, which are mainly found in more settled specialist teams such as the court and children with a disability teams, children's views inform well-thought out plans that are centred on the child. In children in care teams, there are pockets of better practice but this is inconsistent, with large gaps in recording and supervision resulting in poor planning.

Weekly review and tracking of children's progress by a service manager is starting to focus social workers' practice on the importance of permanence for children. Permanence is now routinely considered at or before the child's second review, which is an improvement. However, too many children have a permanence plan that is unrealistic or vague. Beyond the child's second review, these plans are not routinely reviewed or updated. Although there has been a small improvement, the council's own performance reports show that only 40% of over 500 children in care have achieved permanence. While the number of children being adopted compares

well with other local authorities, the use of special guardianship orders (SGOs) and other routes out of care is low.

A substantial increase in the number of UASC being placed in BCP undoubtedly adds pressure to a service already under strain. The response to those young people has been timely and sensitive. Managers at all levels have made themselves available to secure safe transfers from hotels to supported accommodation, which is scrutinised by commissioners and independent reviewing officers (IROs), among others. Interpreters are used consistently, and religious practice is prioritised when necessary. However, safety assessments are not routine when moving children to new settings as the volume is so high, resulting in unassessed risk when children move into their new accommodation. Although there are some gaps, the records when completed are personalised and help young people make sense of the situation they find themselves in.

Since the ILACS inspection, the virtual school has improved the mapping and analysis of attainment for children at all stages of their education. Quarterly reports now clearly map out the areas of concern, with corresponding strategies to support children. The addition of a new deputy headteacher has supported more regular oversight of children's progress, including weekly oversight of children living in unregistered children's homes, those in need of planned and unplanned moves and children on the verge of exclusion. The influx of UASC has been an undoubted additional pressure, with a largely successful response to finding education beyond English for speakers of other languages.

When all other options have been exhausted, senior leaders authorise the use of unregistered children's homes for a small number of children. Such placements are clearly not appropriate for children. However, there are now effective monitoring and scrutiny arrangements in place to ensure that children's circumstances are carefully overseen. Weekly meetings review progress, and these both support providers to register with Ofsted and galvanise the search for suitable alternatives, and minimise the length of time children remain in these settings. These children are visited by their social workers and IROs in line with their needs, risk assessments are undertaken and reviewed, and commissioners visit the settings monthly to review contractual compliance.

Following a dip at the end of 2022, eight out of 10 children in care now have their reviews on time and almost all of them participate in some way. Children have contact with their IROs between reviews. When they have a long-term relationship, IROs are also strong advocates for children. Use of the dispute resolution process is increasing where IROs recognise poor practice, and this leads to positive change for children. However, high levels of staff turnover in the IRO service means that this level of challenge is inconsistent.

The quality assurance of social work practice continues to improve. Practice learning reviews (PLRs) are having an increasingly positive impact on practice. Compared to the last monitoring visit, PLRs continue to identify the majority of gaps in practice,

and auditor confidence is improving. Increasingly, this translates into actions for social workers and their supervisors which are completed within set timescales, but the direct impact on children's lives in their time frame is yet to be fully realised.

I am copying this letter to the Department for Education.

Yours sincerely

Steve Lowe  
**His Majesty's Inspector**



# CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>Update to SEND Mainstream Banding</b>
Meeting date	6 June 2023
Status	Public Report
Executive summary	<p>The purpose of this paper is to update members on the implementation of the changes of the mainstream SEND banding descriptors and banding values.</p> <p>This paper reminds Members of the process that was taken to arrive at the options and outlines the implementation process and gives an outline of the spend so far.</p>
Recommendations	<p><b>It is RECOMMENDED that:</b></p> <ol style="list-style-type: none"> <li>1. Members note the updates.</li> </ol>
Reason for recommendations	<p>The mainstream banding review was in response to the recommendations in the Appreciative Inquiry, the deficit in the High Needs Block, and Children's Services Transformation Programme. They also form a key component of the Inclusion Strategy.</p> <p>The revision of the SEND mainstream banding descriptors and the adoptions of new banding values emphasised the need for BCP Council to provide suitable financial support to mainstream schools to enable them to meet the needs of children and young people with SEND who reside in the local area and are attending BCP mainstream schools.</p>

Portfolio Holder(s):	
Corporate Director	Cathi Hadley, Corporate Director of Children's Services
Report Authors	Rina Mistry, Head of Performance (Interim) Helen Becker, Head of SEND Service Sarah Rempel, Director of Education & Skills
Wards	Council-wide
Classification	Information

## Background

1. The review of SEND mainstream banding was part of Children's Services Transformation Programme, a response to the recommendations in the Appreciative Inquiry, a key component of the Inclusion Strategy and contributes to addressing the deficit in the High Needs Block.
2. The main purpose of the review was to work in partnership to support BCP Council to:
  - Deliver its commitment and aspiration of BCP being an inclusive place for children and young people with SEND to thrive.
  - Reduce the overall overspend in the High Needs Block Budget long-term.
  - Provide better support to mainstream schools to meet the needs of children and young people with SEND.
  - Increase the numbers of children and young people attending mainstream schools.
  - Reduce growth of children and young people attending Alternative Provision.
  - Reduce growth of children and young people attending Independent Non-Maintained Special Schools (INMSS).
3. The number of children and young people who require help and support because they have special educational needs and/or disabilities continues to grow. Covid-19 has also been a contributor to this growth. BCP has seen a 14.6% increase in the numbers of children and young people with an Education, Health and Care Plan (EHCP) in March 2022 compared to March 2021 and then an 8.4% increase in March 2023 compared to March 2022.
4. Savings were required to be made within the High Needs Block due to increased use of INMSS and lower than average maintained school placement of EHCPs. Predecessor authorities agreed that the savings would come from the 'top-up' banding funding provided to mainstream schools; this decision led to a funding reduction of 45%. This reduction in funding meant that mainstream schools are unable to provide the required and relevant support and services to children and young people with an EHCP.

5. A consequence of insufficient funding being provided to mainstream schools, was that much higher numbers of children with an EHCP who could and should attend a mainstream setting are attending special schools. Spaces in special schools are therefore limited for children and young people with more complex needs resulting in these individuals attending independent maintained provision which is costly for BCP Council.
6. In BCP, as at March 2023 there were a total of 3,386 children and young people with an EHCP, of which 35% were attending mainstream schools and 11.3% were in independent and non-maintained provision. Compared to national and statistical neighbour averages (January 22) the proportion of children and young people in BCP attending independent and non-maintained provision is significantly higher – national 5.2% and statistical neighbour 6.8%.

### Previous Options Appraisal

7. The previous banding and values are detailed in the table below:

Band Z	Band A	Band B	Band C	Band D
£0	£1,000	£2,300	£3,600	£5,000

8. During April and May 2022, several schools volunteered to be part of a pilot exercise which trialled the revised banding descriptors with new and existing EHCPs. During the pilot exercise a total of 198 EHCPs were reviewed (equating to 22% of the total number of EHCPs maintained by BCP) against the existing banding descriptors and the proposed descriptors. The outcome of the pilot exercise then informed the financial modelling of the banding values for consideration.
9. In July 2022, three banding options were presented to Council, having been calculated and finalised based on the findings from a pilot exercise and the savings that BCP Council need to make over the next three years. After a month-long consultation exercise with residents and stakeholders, Children's Senior Leadership Team and the High Needs Block Recovery Board selected and approved option 1 as the most viable for schools and BCP Council.

Options	Band 1	Band 2	Band 3	Band 4	Band 5
Option 1	£0	£2,500	£4,200	£6,000	£12,000
Option 2	£0	£2,000	£4,000	£6,000	£14,000
Option 3	£0	£2,000	£4,000	£8,000	£16,000

### Summary of financial implications

10. Before banding options were explored, it was important to understand the financial savings BCP could have potentially incurred if the proportion of BCP children and young people with an EHCP attending a particular provision had met national proportions. The table below details the by provision type the

proportions of children and young people considered in budget figures compared to the national proportions as at January 2022:

Provision Type	BCP %	National % (January 22)
INMSS	14.9%	5.2%
Special Schools	28.0%	29.6%
Mainstream Schools	29.3%	40.5%
Alternative Provision	10.8%	2.0%

11. If BCP had mirrored national proportions of children and young people by each provision type in 2022/23, BCP could have potentially saved an estimated £12,290,000 – see table below. This would have meant that out of the 552 children and young people with an EHCP that attended an INMSS at the time of the options paper, 432 would attend a mainstream school and 120 into a special school.

Current Provision	Provision to be located to	Numbers of CYP
INMSS & AP	Mainstream School	432
INMSS & AP	Special School	120
<b>Estimated Saving for BCP</b>		<b>£12,290,000</b>

12. Net savings per year for each option were projected at the amounts detailed below:

	Option 1
Year 1 net saving/(cost) - £	5,680
Year 2 net saving/(cost) - £	365,135
Year 3 (full year) net saving/(cost) - £	<b>1,897,933</b>

## Progress update

13. The revised banding options were due to be implemented in October 2022. However, due to demands on the SEND Service this was pushed back until the end of November 2022. A staged approach was planned with the first changes to be made to plans for children and young people in mainstream schools that were due an Annual Review between this academic year. At the time of the options paper, this was a total of **1022** EHCPs.
14. As at May 2023<sup>1</sup>, a total of **153 (15%)** of EHCPs have been reviewed, out of which:
- **143** EHCPs now have the new banding values
  - **10** children or young people have moved to a specialist or INNMS setting (#N/A column in table below)
15. The table below details the movement of the 153 EHCPs from the old banding values to the new banding values.

<sup>1</sup> As at 3<sup>rd</sup> May 2023, data source: MainstreamBanding Monitoring Spreadsheet

		New Banding Value						Total
		1	2	3	4	5	#N/A	
Previous Band Value	Band Value	0.00	2,500.00	4,200.00	6,000.00	12,000.00		
0	n/a				1	1	1	3
A	1,000.00		4	2	4	2		12
B	2,300.00	2	15	4	3	4	2	30
C	3,600.00	1	4	7	7	7		26
D	5,000.00	8	1	5	12	20	3	49
Z	0.00	2			1			3
Bespoke				1	2		2	5
#N/A		1	7	5	6	4	2	25
<b>Total EHCPs</b>		<b>14</b>	<b>31</b>	<b>24</b>	<b>36</b>	<b>38</b>	<b>10</b>	<b>153</b>

16. As mentioned above, 15% (153) EHCPs from the 1,022 EHCPs that were due to be reviewed this academic year have been reviewed (these have either been allocated a new banding value or the child/young person is moving out of the Mainstream School setting), leaving a total sum of 869 EHCPs that are yet to be reviewed.
17. Since November 2022, a total of 128 new EHCPs<sup>2</sup> have been issued, for children and young people in Mainstream Schools. The table below provides a banding allocation overview for the 128 new EHCPs:

Allocated Band	Banding Value	No. of EHCPs	Total Spend
1	£0.00	5	£0.00
2	£2,500.00	24	£60,000.00
3	£4,200.00	36	£151,200.00
4	£6,000.00	33	£198,000.00
5	£12,000.00	30	£360,000.00
<b>Total</b>	<b>£24,700.00</b>	<b>128</b>	<b>£769,200.00</b>

18. To summarise, as at May 2023 there are a total of 1,150 EHCPs in Mainstream Schools (1,022 due an annual review in 22/23 and 128 newly issued EHCPs since November 2022). Out of the 1,150 EHCPs a total of 271 (24%) EHCPs have a new banding value allocated.
19. From July 2022, BCP Council engaged in the DfE's Delivering Better Value project. This project aims to support local authorities to improve delivery of SEND services for children and young people while ensuring services are sustainable. BCP was one of 55 local authorities taking part – chosen based on those with the highest deficits as at 2020- 21. BCP Council worked with Newton Europe, in collaboration with the Chartered Institute of

<sup>2</sup> Data Source: Synergy Case Management System – May 2023

Public Finance and Accountancy (CIPFA) to identify the most impactful changes that could be made to improve outcomes for children and young people with SEND. A key part of this work was a clear trajectory showing how a more sustainable financial position can be achieved while meeting the needs of children and young people with SEND.

20. In March 2023, BCP received £1m funding from the DfE to deliver the plan to realise these opportunities to improve. This plan includes recruiting a team of case officers to reduce the current backlog of Annual Reviews.

### **Summary of legal implications**

21. The support for children and young people with SEND is covered under the Children and Families Act 2014 and SEN Code of Practice. The starting point for the legal position is the right to request an Education Health and Care needs assessment.
22. If a request is made for assessment the local authority has a legal responsibility to determine whether it may be necessary for special educational provision to be made for the child or young person in accordance with an EHC plan. Section 26(8) of the Children's and Families Act 2014 states: (8) The local authority must secure an EHC needs assessment for the child or young person if, after having regard to any views expressed and evidence submitted under subsection (7), the authority is of the opinion that:
- a) the child or young person has or may have special educational needs, and
  - b) it may be necessary for special educational provision to be made for the child or young person in accordance with an EHC plan.

### **Summary of human resources implications**

23. Training on the understanding and application of the revised descriptors and adoption of the new banding values was provided to all Case Officers, school SENCOs and all other professionals that contribute to the EHCP and Annual Review process.
24. Resource and support is required from the Children's Performance Team to monitor and evaluate the impact of the revisions made to the Mainstream Banding.
25. Resource and support is required from the Children's Finance Team to monitor and evaluate the financial impact of the revisions made to the Mainstream Banding.
26. Resource and support is required from the Data and Analytics Team to make necessary changes to the systems to facilitate monitoring and evaluation.

### **Summary of sustainability impact**

27. No impact

### **Summary of public health implications**

28. The reviewed bandings should enable mainstream schools to be more inclusive by providing the resource required by schools to retain children and young people with SEND in mainstream provision by support and meeting needs.

### **Summary of equality implications**

29. None

### **Summary of risk assessment**

30. Implementation of the revised banding means that there will be a percentage of pupils on existing plans who may receive a reduced funding amount depending on their level of need on the revised descriptors. However, they will be receiving funding that meets their individual needs.

### **Background papers**

31. None

### **Appendices**

#### **Appendix 1: How SEN is funded in Mainstream Schools**

## **Appendix 1: How SEN is funded in Mainstream Schools**

All mainstream schools receive money for special education needs support and resources and decide how this is spent. This funding is divided into three sections:

**Element 1:** 'Age Weighted Pupil Unit' which schools receive for every child whether or not they have SEN. This funding is based on actual pupil numbers.

**Element 2:** 'Notional' or 'delegated' SEN budget to provide SEN support for children who need it. This funding is not based on the school's actual number of pupils with special needs but on a locally determined formula. Element 2 funding amounts to *up to* £6,000 per child identified as having SEN and for those with an EHC Plan will fund the first £6,000 of additional provision for pupils in receipt of 'top up funding'.

**Element 3:** The 'High Needs Block' – sometimes called 'Top up funding' – paid by the council in addition to Element 1 and Element 2 funding to 'top up' support within the school for individual pupils whose required support costs more than £6,000. This funding is determined by an Education Health and Care needs assessment.



## CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>Brighter Futures Children's Services Key Performance Indicators (Q4)</b>
Meeting date	6 June 2023
Status	Public Report
Executive summary	This report provides a performance update for the period January to March 2023 (Quarter 4 2022-23) for the key performance indicators relating to Children's Services as detailed in the Corporate Performance Scorecard.
<b>Recommendations</b>	<b>It is RECOMMENDED that:</b>  <b>Performance Update</b>
Reason for recommendations	n/a

Portfolio Holder(s):	Juliette Blake, Director of Safeguarding and Early Help Sara Scholey, Director of Corporate Parenting and Permanence Sarah Rempel, Director of Education and Skills
Corporate Director	Cathi Hadley, Corporate Director – Children’s Services
Report Authors	Rina Mistry, Head of Performance, Children’s Services
Wards	Council-wide
Classification	For Information

## Background

1. This report provides a performance update for the period January to March 2023 (Quarter 4 2022-23) for the key performance indicators (KPI) relating to Children’s Services as detailed in the Corporate Performance Scorecard.
2. The key performance indicators for Children’s Services are reported under the following 3 categories:

2.1 Permanency and Corporate Parenting

2.2 Front Door and Early Help

2.3 Education

### 3. Permanency and Corporate Parenting:

- 3.1 **Number of approved fostering households** – The number of approved fostering households has remained stable at 279 (no change from Q3). in Q4 from 279 in Q3. The service continues to provide family-based care for older children and teenagers with addition complex behavioural and emotional needs. The service also provides Alternative to BnB carers and Always there Carers to strengthen the support offer to Care Leavers as part of Prevention of Homelessness for Care Leavers project.
- 3.2 **Percentage of children with permanence plans by their second CIC Review** – 100% in Q4 and **Percentage of children in care with a plan for permanence** – 93% in Q4. Both indicators show that performance remains significantly above the target of 95% and 90% respectively. This high performance is reflective of the continued focus on achieving timely and early permanence planning for children in care.

- 3.3 **Percentage of children in care with attendance at a 'Good' or 'Outstanding' school above 95%** - the Q4 figure was 62% an increase from 58% in Q3. The number of changes in care placements particularly being placed outside of BCP impacts on attendance figures for our young people - 23 CIC have had placement breakdowns or moves which has disrupted their education which has affected their ability to attend. See exception report for further information.
- 3.4 **Percentage of children in care who are NEET** – there has been a 9-percentage point increase in Q4 22/23 - 29% compared to 20% in Q3 22/23 and the figure remains above the 16% intervention level. The increase in the number of UASC has impacted upon the NEET figures - 55.6% of our young people in year 12 and 13 that are in care and are NEET are unaccompanied asylum-seeking children. See exception report for further details.

#### 4. Front Door and Early Help:

- 4.1 **Timeliness of assessments** – Q4 22/23 has seen an increase in the timeliness of assessments from 75% in Q3 to 83% in Q4. Although performance remains below the target level, it is on an upward trajectory and heading in the right direction. Staff retention and turnover is one of the factors that has impacted the performance of the assessment team and whilst this is still quite fragile new locum and permanent staff are beginning to join the service and the wider directorate which is expected to have a positive impact and bring more stability. Improvements are expected to be seen within 2 months [end Q1 23/24]. See exception report for further information.
- 4.2 **Percentage of repeat referrals in 12 months** - In Q4 22/23 re-referrals saw a decrease from 29% in Q3 to 23% in Q4. Performance is remains slightly higher than national however it is now below BCPs tolerance level.

#### 5. Education:

- 5.1 **Children missing out on Education** – the number of children missing out on education (CMOE) has increased to 285 in Q4 from 210 in Q3 – increase of 75 pupils. The increase in the use of part-time timetables appears to be a national trend. Schools and Academies (input from Local Authorities is not required) can decide whether to place a child on a part-time timetable and there is statutory guidance on the appropriate use of part-time tables. See exception report for further information.

## 5.2 **Exclusions:**

5.2.1 **Primary School aged children** – When looking at proportions Q4 saw no change from Q3 - 0.01%, and performance mirrors that of Q4 2021/22 (0.01%). However, when looking at numbers, the number of children excluded has increased to 4 children from 2 in Q3 (also 2 children in Q4 21/22). Although there has been a slight increase, the Council's intervention as reported in the Q2 report has continued to prevent a significant rise in the number of permanently excluded primary aged children.

5.2.2 **Secondary School aged children** – Q4 0.32%, equating to 62 exclusions, a 51% increase from 41 exclusions in Q3. A number of reasons have been suggested for this increase and they include; Schools stating that they are struggling to access good quality Alternative Provision (AP) to support young people at risk of permanent exclusion, the length of time that it is taking for children to have an EHCP (Education, Health and Care Plan) agreed, increased complexity of cases schools are facing/dealing with, and a perceived lack of easily accessible support services that address pupil behaviour and issues within the family and community that cause challenging behaviour. The following actions are being taken:

5.2.2.1 Educational Psychologists/SEND/Inclusion Teams to work with schools to ensure early identification of need, especially of children and young people with Social, Emotional and Mental Health needs (SEMH).

5.2.2.2 An AP review including both the 'As is position' and 'What new is going to look like'.

5.2.2.3 Working alongside Head Teachers to understand what needs to happen and ensure that they are part of the solution.

## 5.3 **Good / Outstanding Schools:**

5.3.1 **Primary and Secondary Schools:** The percentage of children in both primary and secondary schools that are rated as Good/Outstanding continues to remain excellent and above target at 98% and 93% respectively.

5.3.2 **Special Schools:** All Special Schools in BCP are rated as either Good/Outstanding – no change since Q4 21/22.

## 5.4 **Reduce Attainment gap and improve learning outcomes for all vulnerable groups across all key stages**

– attainment gap in BCP decreased from 14.5 to 13.5 between 2019 and 2023. The gap is based on Key Stage 4 Attainment 8 data and looks at the difference between BCP disadvantaged students and national all other students (non-disadvantaged). The Attainment 8 score for BCP disadvantaged students saw a greater improvement than national non-disadvantaged students (Nationally the equivalent gap increased in the same time-period).

- 5.5 **Percentage of 16-17 year olds not in education, employment or training (NEETs) and percentage of not knowns** – 3.4% in Q4 22/23, a slight decrease from 3.6% in Q3 22/23. BCP are considerably below the National and South West averages in Q4 - 4.8% and 5.6% respectively. This decrease is largely due to the Youth Team continuing to track NEET/NK young people and provide the required support and assistance to get them back into some sort of education, employment or training. In addition to this, Bournemouth & Poole College are now in a much more stable position and have good NEET re-engagement programmes and courses on offer. The Careers and pathways work continually undertaken by the Education Improvement Team is now also reaping benefits and this is evident in the data.

### **Summary of financial implications**

- 6 Local authorities have a statutory duty arrange education for children that are permanently excluded. If children cannot be placed in a mainstream school they will be in alternative provision. An alternative provision place will cost between £20,000 and £50,000 per year. Places are funded from the Schools High Needs Block funding, which is currently in deficit.

### **Summary of legal implications**

7. The 45 day assessment timeframe is a legal requirement. A safe and effective front door service is essential for Children's Services to fulfil our statutory duty to safeguard and promote the welfare of children in the area who are in need, as set out in the Children Act 1989. Local authorities have a statutory duty arrange education for children that are permanently excluded.

### **Summary of human resources implications**

8. The prevention of permanent exclusion and the placement, monitoring and safeguarding of permanently excluded children requires significant staffing resources.

### **Summary of sustainability impact**

9. Evidence indicates that children and adults that were permanently excluded will require greater support from services during their lifetime.

### **Summary of public health implications**

10. It has been evidenced that children that have been permanently excluded achieve less well against a wide range of health and wellbeing outcomes, both through childhood and later life.

### **Summary of equality implications**

11. Children and young people who are disadvantaged, vulnerable, have additional needs and have BAME heritage could be disproportionately affected by permanent exclusion.

12. Some groups of children are more likely than others to be referred to social care services. For example, disabled children have been found to be at greater risk of abuse and neglect, and recognition and assessment can be delayed for this group, as signs of neglect and abuse may be confused with the underlying disability or condition. Disabled parents, and parents with a learning disability, may require additional support to engage with children's services.
13. Unaccompanied asylum seeking children are without parental protection and may face language barriers.<sup>1</sup>

## Summary & Recommendations

14. Actions taken or planned to be noted for the key performance indicators that are emerging areas of concern:

**14.1 Percentage of children in care with attendance at a 'Good' or 'Outstanding' school above 95%** - Continued close monitoring of those children attending provisions rated as RI or with no rating. Liaison with school standards team to provide overview of improvement journeys and general trajectory of those schools without an Ofsted rating.

**14.2 Percentage of children in care who are NEET** – Actions to improve performance include exploration of transport options to allow students to continue at B&P College, the introduction of a lead for KS5 to closely monitor those at risk of NEET and work with local partners to increase options for those CIC in year 12 and 13, and a member of the Virtual School to work on site at B&P college each week, providing both support for our CIC but also to college staff.

**14.3 Timeliness of assessments** – Continued work with teams/services re: compliance with the timeliness indicator.

**14.4 Permanent Exclusions** – continue to work closely with Schools and Teams/Services to address the issue and collectively establish a way forward.

**14.5 Re-Referrals** - continued work in relation to application of thresholds. **Children missing out on education** – At present there is no direct work with schools, however going forward the team are considering how reducing the number of CMOE could become part of the work undertaken by the attendance support team, working with schools to identify the reasons behind the need to reduce a child's education and generate individual plans on how professionals will work with the family and young person to improve attendance.

## Background papers

n/a

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<sup>1</sup> NICE Social Care Guideline Equality Impact Assessment

## **Appendices**

**Appendix 1:** Children's Services Corporate Performance Indicators Scorecard (Children's Services Indicators only)

**Appendix 2:** Exception Reports for Percentage of children in care with attendance at a 'Good' or 'Outstanding' school above 95%, Percentage of children in care who are NEET, Assessment Timeliness, Re-referrals and children missing out on education

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## Appendix 1: Children's Services Corporate Performance Indicators Scorecard (Children's Services Indicators only)

Measure	Q4 Outturn 2021/22	Q1 Outturn 2022/23	Q2 Outturn 2022/23	Q3 Outturn 2022/23	Q4 Outturn 2022/23	Reason for level of Performance	Actions taken or planned
Social Care: Number of approved fostering households	n/a	177	277	279	279	No change from Q3. The service continues to provide family based care for older children and teenagers with addition complex behavioural and emotional needs and Alternative to BnB carers and Always there Carers to strengthen the support offer to Care Leavers as part of Prevention of Homelessness for Care Leavers project.	
Social Care: Percentage of children with permanence plans by their second LAC Review	99	98	98	98	100%	A continued focus on achieving permanence for children in care has resulted in continued high performance. Weekly performance meetings within the Children in Care service have ensured a focus on timeliness and the importance of early permanence planning.	Continue with current processes.
Social Care: Percentage of children in care with attendance at a 'Good' or 'Outstanding' school above 95%	n/a	90.37	64.00%	58.00%	62%	Exception Report	
Social Care: Percentage of children in care who are NEET	12.6	14.20%	15% (14% Oct)	20.00%	29%	Exception Report	

Social Care: Number of additional homes provided for care experienced young people reaching 16				work in progress to obtain data	work in progress to obtain data		
Percentage of children in care with a plan for permanence	94%	92%	92%	92	93%	Continues to remain steady and above target	

Measure	Q4 Outturn 2021/22	Q1 Outturn 2022/23	Q2 Outturn 2022/23	Q3 Outturn 2022/23	Q4 Outturn 2022/23	Reason for level of Performance	Actions taken or planned
Early Help: Percentage of good and outstanding assessments for children and families in crisis				Data collection and availability to be reviewed	Data collection and availability to be reviewed		
Social Care: Timeliness of assessments (%)	61	70	83.5	75	83	Upward trajectory and heading in the right direction. Staff retention and turnover is one of the factors that has impacted the performance of the assessment team.	
Social Care: Percentage of repeat referrals in 12 months (%)	22.7	27.6	26.5	29	23	Reduced and now below tolerance level.	

Measure	Q4 Outturn 2021/22	Q1 Outturn 2022/23	Q2 Outturn 2022/23	Q3 Outturn 2022/23	Q4 Outturn 2022/23	Reason for level of Performance	Actions taken or planned	Additional Comments
Education: Number of children who are missing out on education	189	263	179	210	285	exception report		
Education: Permanent exclusions as a percentage of all primary school age children	0.01	0.01	0	0.01	0.01	Increased to 4 children in Q4 compared to 2 children in Q3. Council's intervention as reported in Q2 continues to prevent a significant increase.		
Education: Permanent exclusions as a percentage of all secondary school age children	0.21	0.3	0.04	0.16	0.32	exception report		
Education: Early Years: percentage of children attending a setting rated Good or Outstanding by Ofsted	98	Will be available from 1st Sept 2022	99.1	99.1	94.3	Has decreased slightly, however continues to remain above target level. Early Years Team are working closely with settings to turn around Inadequate/RI rating into Good within 6 months.		
Education: Primary: percentage of children attending Good/Outstanding Schools	95	97.2	97.9	95.70	97.9	Has increased and continues to remain above target level		
Education: Secondary: percentage of children attending Good/Outstanding schools	93.9	93.9	93.3	93.30	93.3	Continues to remain steady and above target level		
Education: Special Schools: percentage rated Good/Outstanding	100	100	100	100	100	Continues to remain steady and above target level		

Education: Reduce attainment gap and improve learning outcomes for vulnerable groups at all key stages	-14.50	-14.50	-14.50	-14.50	-13.50	<p>This gap is based on Key Stage 4 Attainment 8 data and looks at the difference between BCP disadvantaged students and national all other students (non disadvantaged).</p> <p>The Attainment 8 score for BCP disadvantaged students saw a greater improvement that national non-disadvantaged students therefore the gap decreased from 14.5 to 13.5 between 2019 and 2023. Nationally the equivalent gap increased in the same time period.</p>		
Education: Percentage all providers in BCP signed up to an inclusive education standard by September 2023	n/a	tbc		Not available until Sept 23	Not available until Sept 23			
Education: Average weekly number of live apprenticeship vacancies.	n/a		not available until December 22/January 23	not available until December 22/January 23	93	Data taken from ESFA South weekly live vacancies.		
Education: Percentage of 16-17 year olds not in education, employment or training (NEETs) and percentage of not knowns	n/a	4.1	25.30%	3.60%	3.40%	Improved in Q4 and remains below both target and intervention levels.		

**Appendix 2:** Exception Reports for Permanent Exclusions – Secondary Education, Percentage of children in care with attendance at a ‘Good’ or ‘Outstanding’ school above 95%, CIC- NEETs, and children missing out on education

## Exception Performance Report

Please use this report explain the reasons for performance not meeting target, the risks this presents in each of the sections and the actions and intervention planned or in place to improve performance and mitigate the risks identified.  
This report will make up part of the overall corporate performance report presented to Cabinet.

### Indicator Description (taken from performance scorecard):

**Permanent exclusions as a percentage of all secondary school age children**

**2022/23 Q4 outturn: 0.32**

**Quarterly Target: 0.18**

### Reason for level of performance:

The number of permanent exclusions will increase throughout the year but our aim is to reduce the increase as we are twice the national average for secondary PEX. Schools have stated that they are struggling to access good quality AP to support young people at risk of PEX. The AP places we have for those children who have been PEX are almost full so we are unable to offer them as turnaround places.

The length of time that it is taking for children to have EHCP agreed is impacting of the length of time that schools remain in schools without required funding or moving to a suitable provision. In many cases this is resulting in PEX

Increase in complexity of young people's needs. Schools are struggling with offering Early Help that is more than what they can provide and not targeted family support where the threshold may be too high.


The behavioural approach that many academy trusts use prioritises the majority of pupils in a class and therefore those that may need a more relational approach are less of a focus and may not have their needs met resulting in permanent exclusions.

### Summary of financial implications:

Local authorities have a statutory duty arrange education for children that are permanently excluded. If they cannot be placed in a mainstream school this will be in alternative provision. An alternative provision place will cost between £20,000 and £50,000 per year. Places are funded from the Schools High Needs Block funding, which is currently in deficit.

### Summary of legal implications:

Local Authorities have a statutory duty arrange education for children that are permanently excluded from the 6<sup>th</sup> day after they are permanently excluded. The high number of permanent exclusions and limited alternative provision capacity can result in the Council failing to arrange appropriate education within statutory timescales which could result in legal challenge.

<b>Summary of human resources implications:</b>
The prevention of permanent exclusion and the placement, monitoring and safeguarding of permanently excluded children requires significant staffing resources. Presently there is insufficient capacity to perform all of these functions adequately.
<b>Summary of sustainability impact:</b>
Evidence indicates that children and adults that were permanently excluded will require greater support from services during their lifetime.
<b>Summary of public health implications:</b>
It has been evidenced that children that have been permanently excluded achieve less well against a wide range of health and wellbeing outcomes, both through childhood and later life.
<b>Summary of equality implications:</b>
It has been evidenced that children who are disadvantaged, vulnerable, have additional needs and have BAME heritage are disproportionately affected by permanent exclusion.
<b>Actions taken or planned to improve performance:</b>
<ul style="list-style-type: none"> <li>• EPS/SEND/Inclusion to work with schools to ensure early identification of need, especially of SEMH</li> <li>• AP review including both the 'As is position' and 'What new is going to look like'.</li> <li>• Working alongside HTs to understand what needs to happen and ensure that they are part of the solution.</li> </ul>
<b>Completed by: Kelly Twitchen</b>
<b>Service Unit Head approval with date:</b>
 05/05/23

## Exception Performance Report

Please use this report explain the reasons for performance not meeting target, the risks this presents in each of the sections and the actions and intervention planned or in place to improve performance and mitigate the risks identified.

This report will make up part of the overall corporate performance report presented to Cabinet.

### Indicator Description (taken from performance scorecard):

Percentage of children in care with attendance at a 'Good' or 'Outstanding' school above 95%

**2022/23 Q3 outturn: 62%**

**Quarterly Target: 100%**

### Reason for level of performance:

#### % of CIC attending schools by OFSTED rating

Inadequate 0%

Requires Improvement 3.4%

Good 60.6%

Outstanding 21.4%

No rating 10.4 %

There has been a 4% increase from last term on the number of children attending a good or outstanding school with attendance above 95%.

#### Overall Attendance % according to OFSTED rating end of Autumn Term 2022/2023

RI 86.3%

Good 85.3%

Outstanding 79.7%

No rating 86.5%

#### Overall Attendance % according to school stage end of Autumn Term 2022/2023

EYFS 100%

KS1 94.9%

KS2 92.6%

KS3 79.8%

KS4 75.3%

The number of changes in care placements especially those to outside of BCP impact on attendance figures for our young people. 23 CIC have had placement breakdowns or moves which has disrupted their education which has affected their ability to attend. Of this group 12 have an EHCP further increasing the time taken to find a suitable school and impacting on their attendance. 7 of the 21 have an application for an ECHP in place waiting for an assessment.

2 CIC that have been new into care during this period have been placed outside of BCP which has resulted in a school move, 1 of these young people have an EHCP which in increase the amount of time taken to start at a school.

Care placement moves, especially as many are outside of BCP are impacting on the attendance of our young people. When a CIC moves care placement we work with the BCP to keep them on roll until another school is found. The BCP school then works with the alternative provision that is put in place whilst a new school is applied for, ensuring an appropriate curriculum and safeguarding measures are in place. This then impacts on the young person's overall attendance

figure and with the majority of our young people attending good or outstanding schools this is where the impact of the move is mostly seen.
<b>Summary of financial implications:</b>
N/A
<b>Summary of legal implications:</b>
N/A
<b>Summary of human resources implications:</b>
N/A
<b>Summary of sustainability impact:</b>
n/A
<b>Summary of public health implications:</b>
N/a
<b>Summary of equality implications:</b>
N/A
<b>Actions taken or planned to improve performance:</b>
<ul style="list-style-type: none"> <li>• Attendance targets are in place for CIC with a % under 95% at each PEP NB due to the fewer number of days that a young person can attend earlier in the school year the Autumn term target is 90%. Attendance data is mandatory on the PEP document prior to the meeting, ensuring it is discussed at each meeting with all professionals and the young person if necessary.</li> <li>• Working closely with social workers to ensure applications for schools are made as soon as a care placement move is agreed to avoid drift and delay.</li> <li>• Placement Approval forms completed by either Head Teacher or Deputy Head Teacher of the VS to explain the impact of the care placement move on the child's education</li> <li>• The Virtual School has an Offer for schools that are Requires improvement that includes closer monitoring of attendance.</li> </ul>



- VS continue to part fund an Officer within the SEND team to work specifically with CIC who are placed out of BCP to ensure there is a reduction on drift and delay in securing education and therefore improving attendance for CIC

**Completed by: Kelly Twitchen**

**Service Unit Head approval with date:**

*Stampel*

05/05/23

### Exception Performance Report

Please use this report explain the reasons for performance not meeting target, the risks this presents in each of the sections and the actions and intervention planned or in place to improve performance and mitigate the risks identified.

This report will make up part of the overall corporate performance report presented to Cabinet.

#### Indicator Description (taken from performance scorecard):

CIC - NEETs

**2022/23 Q4 outturn: 29%**


**Quarterly Target: 12%**

#### Reason for level of performance:

The increase in the number of UASC has impacted upon our NEET figures when the young people come into BCP in the middle of an academic year. The care placements for some UASC have needed to move to out of BCP which has led to some young people who were on roll at B&P College coming off roll due to the distance they have moved or refusing to attend due to the distance. 55.6% of our young people in year 12 and 13 that are in care and are NEET are unaccompanied asylum seeking children.

#### Summary of financial implications:

VS have worked with B&P College to allow ESOL students to enrol in January and April as well as September to ensure that young people can attend college as quickly as possible. Prior to this students are offered online ESOL provision and if living in the BCP area additional face to face lessons with ICN. This is funded by the Virtual School.

<b>Summary of legal implications:</b>
N/A
<b>Summary of human resources implications:</b>
The increase in UASC numbers has increased the size of caseloads in the Virtual School.
<b>Summary of sustainability impact:</b>
The introduction of PPG for all post 16 students will support funding education packages for UASC when the first arrive.
<b>Summary of public health implications:</b>
N/A
<b>Summary of equality implications:</b>
A suitable education is arranged and offered as quickly as possible to all young people in care in year 12 and 13.
<b>Actions taken or planned to improve performance:</b>
<ul style="list-style-type: none"> <li>• Transport options are being explored to allow students to continue at B&amp;P College</li> <li>• Other alternative provisions to be explored locally to care placements</li> <li>• Discussions with other Colleges regarding ESOL courses available.</li> <li>• Due to a large number of UASC moving to Southampton we have used PPG to fund a bespoke course for the cohort in Southampton including ESOL, Maths and enrichment activities for the Summer term.</li> <li>• The introduction of a lead for KS5 to closely monitor those at risk of NEET and work with local partners to increase options for those CIC in year 12 and 13.</li> <li>• A member of the VS works on site at B&amp;P college each week, providing both support for our CIC but also to college staff.</li> <li>• Welfare Call Analytics to now show Post 16 data for analysis and monitoring.</li> </ul>
<b>Completed by: Kelly Twitchen</b>
<b>Service Unit Head approval with date:</b>
 05/05/23

## Exception Performance Report

Please use this report explain the reasons for performance not meeting target, the risks this presents in each of the sections and the actions and intervention planned or in place to improve performance and mitigate the risks identified.

This report will make up part of the overall corporate performance report presented to Cabinet.

**Indicator Description (taken from performance scorecard): Education:  
Number of children who are missing out on education**

**2022/23 Q4 outturn: 285**

**Quarterly Target:**

**Reason for level of performance:**

This cohort is the number of children reported to the council by schools in BCP. There is not a statutory duty for schools to return this data to us as a council but we are requested by OFSTED to have this data but also it is important to have an understanding of the trends in BCP of chn who are not receiving a full time education. Not all schools make us aware of children who are not attending fulltime and unfortunately due to capacity the Inclusion team do not have time to analysis this data, identify trends or ensure that the data is accurate. we ask schools to inform us if a young person is not receiving a full-time timetable at a mainstream or special school for the following reasons:

- Reduced timetable
- Accessing AP
- Blended offer with another school
- Hospital Education
- Remote learning
- Awaiting EHCP and school can no longer meet need
- Mental Health and school can no longer meet need
- Work experience (outside the year 10 work experience for the whole cohort
- 14-16 college programme

**Summary of financial implications:**

N/A


**Summary of legal implications:**

N/A

**Summary of human resources implications:**

N/A

**Summary of sustainability impact:**

N/A
<b>Summary of public health implications:</b>
N/A
<b>Summary of equality implications:</b>
N/A
<b>Actions taken or planned to improve performance:</b>
<p>There is currently no direct working being undertaken to reduce this number by the council due to capacity and officers needing to be deployed to work on ensuring alternative provision is being provided and monitored with children returning to mainstream school.</p> <p>Looking to the future we are considering how reducing the number of CMOE could become part of the work undertaken by the attendance support team, working with schools to identify the reasons behind the need to reduce a child's education and generate individual plans on how professionals will work with the family and young person to improve attendance. Currently the Attendance team only have enough staff to undertake legal duties. Adverts are being published to recruit this month. This will need to be included as part of BCP Council's Early Help offer and further discussions are to be had on what this will look like and who and what will be provided on our continuum of need.</p> <p>We are working with the DFE to introduce 'Working Together' the recent DFE guidance for attendance.</p>
<b>Completed by:</b>
Kelly Twitchen
<b>Service Unit Head approval with date:</b>
 05/05/23

# Children's Services Overview and Scrutiny Committee



Report subject	<b>Overview and Scrutiny Annual Report</b>
Meeting date	31 March 2023
Status	Public Report
Executive summary	<p>Overview and Scrutiny (O&amp;S) is a statutory function of all councils operating an executive model of decision making. In BCP Council, O&amp;S activity is carried out by four O&amp;S committees formed of councillors and co-opted members. There is a requirement to report on the work of O&amp;S to Council, to ensure good visibility of the function and Council ownership of any improvements required.</p> <p>The annual report contains a summary of O&amp;S activity undertaken over 2019-23, reflections on working practices and an action plan identifying strategic improvements to the O&amp;S function.</p> <p>All O&amp;S Committees will receive the annual report for consideration, providing opportunity for comment prior to the supply of the final report to Council.</p>
Recommendations	<p><b>It is RECOMMENDED that:</b></p> <p><b>The Overview and Scrutiny Committee consider and comment on the annual report and associated action plan.</b></p>
Reason for recommendations	<p>The Constitution requires the Statutory Scrutiny Officer to report to Council on an annual basis on the work of Overview and Scrutiny, including recommendations for any changes that may be required to ensure the function remains fit for purpose. The report must be informed by consultation with the Chairs and Vice-Chairs of the O&amp;S Committees and referred to the four O&amp;S Committees for comment.</p> <p>Consideration and comment on the annual report by the O&amp;S Committees also upholds principle b) of good scrutiny, as outlined in the Constitution, that O&amp;S shall 'be a Councillor led and owned function that seeks to continuously improve through self-reflection and development'.</p>

Portfolio Holder(s):	Not applicable – Overview and Scrutiny is a non-executive function.
Corporate Director	Graham Farrant - Chief Executive
Report Authors	Lindsay Marshall – Overview and Scrutiny Specialist
Wards	Council-wide
Classification	For Decision

## Background

### What is Overview and Scrutiny?

1. Overview and Scrutiny (O&S) is an integral part of the Council's governance structure and is a statutory requirement for BCP Council. All councils operating executive arrangements must have at least one O&S committee, which holds powers to obtain information, require attendance from council officers and members and to make recommendations.
2. Additional powers to scrutinise NHS services and review the work of the local community safety partnership mean that O&S committees have an important role in acting as a 'check and balance' to decisions made both within the council and in external organisations.
3. Under the Local Government Act 2000, O&S committees are uniquely placed with powers to bring multiple stakeholders and members of the public together to find solutions to matters affecting the locality and have the right to scrutinise 'any matter affecting the local authority area or the inhabitants of the area.'
4. The majority of councils base their O&S arrangements on commonly held principles of good scrutiny. These are set out in the BCP Constitution, which states that the O&S Committees shall:
  - a) contribute to sound decision making in a timely way by holding decision makers to account as a 'critical friend';
  - b) be a Councillor led and owned function that seeks to continuously improve through self-reflection and development;
  - c) enable the voice and concerns of the public to be heard and reflected in the Council's decision-making process;
  - d) engage in decision making and policy development at an appropriate time to be able to have influence;
  - e) contribute to and reflect the vision and priorities of the Council; and
  - f) be agile and be able to respond to changing and emerging priorities at the right time with flexible working methods.

5. O&S work aligns to all principles of the Council's Corporate Strategy - Sustainable Environment; Dynamic Places; Connected Communities; Brighter Futures; and Fulfilled Lives. O&S activity over the last four years has focussed on matters as wide ranging as:
  - revitalising and reinventing our high streets and local centres,
  - tackling the climate and ecological emergency, and
  - enabling people to live well through quality social care.

The breadth of work undertaken highlights the impact that O&S can have on the Council and its communities when used effectively to enhance decision making.

6. The Ministerial foreword of 'Overview and Scrutiny: statutory guidance for councils and combined authorities' by the Department of Levelling Up, Housing and Communities (DLUHC) states:

*"The role that overview and scrutiny can play in holding an authority's decision-makers to account makes it fundamentally important to the successful functioning of local democracy.*

*Effective scrutiny helps secure the efficient delivery of public services and drives improvements within the authority itself. Conversely, poor scrutiny can be indicative of wider governance, leadership, and service failure."*

### **The Overview and Scrutiny Annual Report**

7. The purpose of the O&S annual report is to outline the activity and output of the O&S function over the previous year, and to set out suggested improvements for the function to ensure it remains fit for purpose.
8. The report will be received at a meeting of Council but is aimed at all stakeholders of O&S – this includes those within the Council, external partners, and the public and communities served by the O&S function. Owing to the pandemic, a full review of the O&S committee structure and staff absence within the Democratic Services team this report has been delayed and now covers a four-year period from the vesting of the new BCP authority in April 2019 to May 2023. Future reports will be delivered annually.
9. This is the report of the Statutory Scrutiny Officer, who is responsible for supporting and promoting O&S activity. Contribution has been made by the previous Chairs of O&S Committees, and the wider Democratic Services team, members of which support the individual O&S committees on a day-to-day basis.

### **Summary of Overview and Scrutiny 2019-2023 – activity and challenges**

10. O&S in BCP Council has operated within a uniquely challenging environment since April 2019, when BCP Council was established replacing Bournemouth, Christchurch and Poole Councils and part of Dorset County Council. O&S arrangements for the new authority were designed in the lead up to this date by the BCP Shadow Authority, comprised of members of the preceding authorities. The Shadow Authority therefore had the challenge of designing an O&S function for an entirely new council of unknown members and political balance.
11. At time of design, the priorities of the new council were unknown, and O&S design was based on good practice, led by the advice and guidance of the Centre

for Governance and Scrutiny (CfGS). The aim was to ensure robust governance was in place for the new authority by establishing a day one operating structure for O&S that could offer support and challenge to the significant volume of critical decisions that were anticipated for a brand-new authority.

12. Further challenges presented by the pandemic came within a year of the new Council's life, and inevitably shaped the ways that O&S work was undertaken, and the topics focussed upon. By necessity, BCP Council swiftly moved to holding virtual O&S meetings, which became the default mechanism for all council meetings for 12 months.
13. The significant organisational change required to transform three preceding councils into one was by no means completed on day one. For most areas of council operation, creation of the new authority marked the start of the transformation journey, which has remained a priority of the Council to date. This has meant that O&S has had to establish the best way of using its resources to support the authority through these changes, along with providing input to significant 'business as usual' decisions as well as establishing work priorities of its own. Work planning for O&S has consequently been highly challenging as members try to balance these priorities and understand where they can make the most impact, with workloads for all committees high. Diverse ways of working were trialled to support this, such as rapporteurs, working groups, inquiries, and portfolio holder challenge sessions.
14. The Council had no single party with a majority after the May 2019 elections and so operated under an alliance of multiple political parties for 17 months and then saw changes in political balance and leadership which resulted in a new administration, new Cabinet portfolios, changes in O&S memberships and chairmanships, and a shift in work priorities.
15. O&S committees adapted to these political changes and used this opportunity to reflect on working practices and try new ones, but inevitably took longer to establish working practices that were both effective and embedded. The organic challenge that comes with a finely balanced political makeup has meant that many of the decisions made by the Cabinet over the period covered by this report have been subject to significant levels of scrutiny under both political leaderships and this style of pre-decision scrutiny has dominated the work programmes of some committees over this period.
16. The Council undertook a full review of the O&S function in 2021-22, to reflect on its operation to date and make improvements where required. The number and remit of O&S committees was changed as a result, with implementation in May 2022. This report includes an overview of activities of the O&S committees before and after the structure was changed. This is discussed in further detail in paragraphs 20-27 below.
17. In 2019 the Government published statutory guidance for Overview and Scrutiny based on the first full review of O&S in local government since its introduction. The emerging themes of the guidance were taken account of in the design of the day one operating model for O&S for BCP.
18. To identify areas of weakness and improvement O&S arrangements have now been reviewed against the guidance to produce an action plan for O&S. The action plan accompanies this report at Appendix 2 and sets out a one-year plan for changes to O&S to ensure that BCP is taking appropriate steps to align O&S



working practices to the good practice standards set out in the guidance. The Action Plan is discussed in more detail in paragraphs 34 to 42 below.

### **Scrutiny activity 2019-2023**

19. In 2019-2022 the Council operated with three O&S committees – the Overview and Scrutiny Board, Children’s Services Overview and Scrutiny Committee and Health and Adult Social Care Overview and Scrutiny Committee. Changes to the structure were implemented in the 2022/23 municipal year with changes to the number of O&S committees and their respective remits. A summary of work undertaken in all committees is set out in Appendix 1 accompanying this report.

### **2022 – A new model for Overview and Scrutiny**

20. In 2021, a review of existing O&S arrangements was commissioned by the Audit and Governance Committee. Input was provided by a variety of O&S stakeholders, with the work led by the Audit and Governance Committee which provided a space for detailed independent review that took account of all political views. Through the O&S review, proposals were tested and challenged on multiple occasions by representatives of all political groups, Audit and Governance Committee members and Council.
21. The aim of the O&S review was to ensure that the O&S Committee structure remained fit for purpose prior to and beyond the next Council elections in 2023. This was in line with the recommendations of the Centre for Governance and Scrutiny (CfGS) for arrangements to be reviewed two years post vesting. It was recognised that the O&S structure and ways of working established in 2019 may need modification to remain fit for purpose when the Council and its priorities had been established.
22. A range of stakeholders were involved in the review and some clear cross-party messages gathered included:
- a concern that the balance of scrutiny responsibilities across the three committees was not aiding effective in-depth understanding of scrutiny topics or effective outputs;
  - Overview and Scrutiny Board meetings were too long and numerous – 33 additional meetings were held by the Board during 2019-21;
  - a wish to undertake more ‘overview’ work on topics established directly by O&S members or other backbench councillors, which may not necessarily relate directly to Cabinet decisions.
23. Changes to the O&S committee structure were made to remove the O&S Board and establish four O&S committees of equal standing based on the themes of Place; Corporate and Community; Children’s Services, and Health and Adult Social Care. The revised structure including the remit of each committee is outlined in Figure 1 below.



Figure 1 –Overview and Scrutiny Committees, membership and meeting frequency, established May 2022

24. The resulting model agreed by Council changed the O&S structure with the aim of responding to concerns around meeting duration and high levels of workload by establishing two new committees in place of the previous O&S Board. A reduction in the frequency of meetings across all committees was also agreed, to release capacity for committees to explore other scrutiny mechanisms available besides Cabinet scrutiny, including working groups, longer term task and finish groups, evidence sessions and the Councillor Call for Action, all of which are set out in the Constitution in more detail. It was also hoped that a change in meeting numbers would release the necessary officer capacity to support more effective O&S outcomes.
25. Regular discussions between all O&S chairs were held over 2019-23, which provided an opportunity for sharing of common challenges, solutions and joint working opportunities. Continuation of these is an action highlighted within the O&S Action Plan, to maintain oversight of the effectiveness of O&S, as the removal of the O&S Board also removed the responsibility from a designated O&S committee for resource monitoring and development of the whole function. This responsibility now sits with O&S chairs collectively, with the opportunity for issues to be raised to Council as necessary through the O&S annual report.
26. The remit of the O&S Committees as outlined in Figure 1 is based on the division of Portfolio Holder responsibilities. Portfolio Holder responsibilities are changeable and from time to time it may be necessary to modify the designation of functions across the four O&S Committees to maintain efficient fit and clear lines of accountability. Changes will be included as required within the annual report of the Statutory Scrutiny Officer to Council.
27. At this time, no changes to the remit of committees are recommended as Cabinet portfolios and priorities may change owing to the Council elections in May 2023 and were not known at time of writing. Modifications to the remit of O&S Committees may be required after these are known, and to reflect the new balance between the political groups and will be included in a future report to Council as required.

### **LGA Peer Challenge and Capitalisation Directive**

28. In April 2022, the findings of an LGA Corporate Peer Challenge for BCP were published which provided comment on some aspects of O&S. Effective governance within the Health and Adult Social Care O&S Committee was highlighted:  
  
*'Health scrutiny is working well and there are developing links with Dorset Council to join up across the ICS footprint. Partners engage well, and the committee's work on the pressures faced across the system, particularly in adult social care regarding hospital discharge and enabling people to remain at home is a strength.'*
29. The impact and effectiveness of the O&S Board, (in its current format as of inspection in November 2021), was questioned, and the report highlighted that:  
  
*'political tensions continue to be played out in a way that is not always constructive and risks damaging the reputation of BCP. This risks distracting the Council from its ability to unify and move forward in the best interests of the residents and councillors themselves.'*

30. Overall, reviewers concluded that:

*‘Overview and Scrutiny is not consistently adding value and needs to be reset to deliver on its purpose of ensuring that the Council is open, transparent, accountable and delivers improved policy and services.’*

31. Councillors were able to take account of these findings towards the end of the review of the O&S structure in 2022, which provided basis for altering the committee structure from an O&S Board and committees to the structure set out in Figure 1.

32. In September 2022, the Department for Levelling Up, Housing and Communities issued a ‘minded to’ offer of financial support to BCP Council in the form of a capitalisation direction for the financial year 2022/23. Accompanying this offer was the condition that:

*‘the Council undergoes an external assurance review of its finances and governance arrangements. This review will advise on the amount of support required, help to ensure that the Council is on a sustainable footing going forwards, and ensure that policies and procedures are in place for robust decision making and accountability.’*

33. Actions to improve O&S have been set out with this in mind, to ensure that practices are strengthened and are as closely aligned to the Government’s view of good practice for O&S as possible. The Council’s Chief Executive has also carried out an assurance review which includes some suggested changes within Overview and Scrutiny which will be discussed with the new Council.

### **Statutory Scrutiny Guidance and Action Plan**

34. Changes made to the O&S committee structure in 2022 provided some reset to O&S. The election of a new Council in 2023 provides an ideal opportunity for a full reset of O&S and its working practice and to address the reflections made about O&S in the LGA Peer Challenge.

35. An O&S Action Plan has been developed to capture areas for development. To establish actions, all practices within the O&S function have been assessed against the Government guidance *‘Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities’* (2019) in a desktop exercise undertaken by the Statutory Scrutiny Officer. The guidance provides a benchmark for good working practices in O&S and is statutory, meaning that guidance should be followed unless there is a good reason not to.

36. Much of the statutory guidance relates to ways of working and the Council-wide approach to O&S. The clearest message is the need for a strong organisational culture in which there is collective ownership of Overview and Scrutiny, parity of esteem for O&S and value placed on the challenge that O&S can provide. The guidance highlights that:

*‘the prevailing organisational culture, behaviours and attitudes of an authority will largely determine whether its scrutiny function succeeds or fails.’*

37. The guidance is themed as follows:

- Culture
- Resourcing
- Selecting Committee Members

- Power to Access Information
- Planning Work
- Evidence Sessions

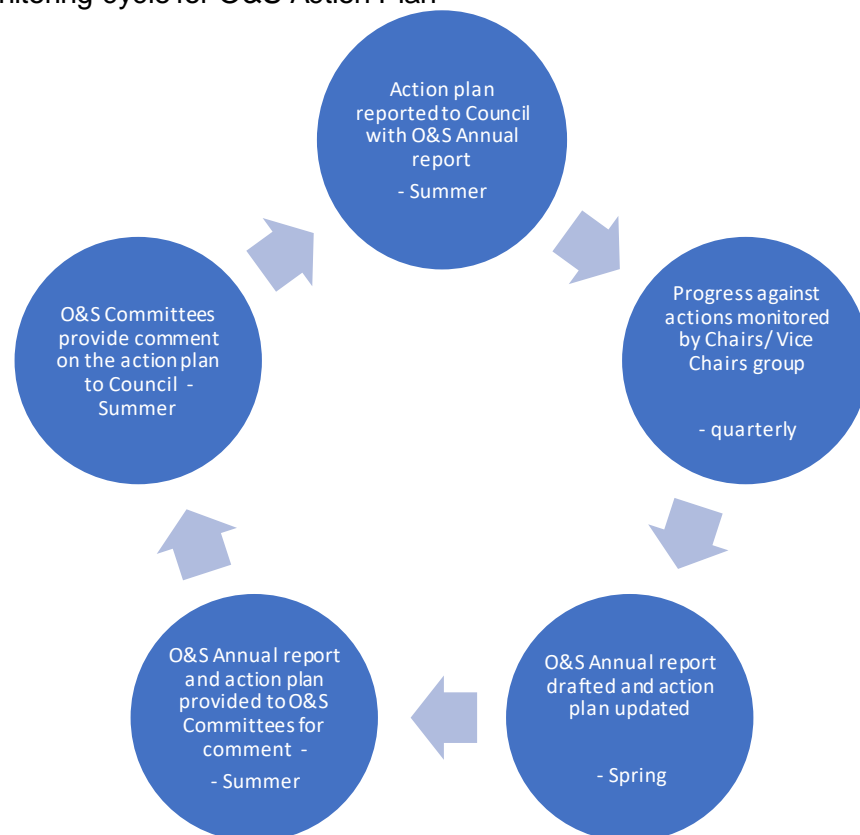
38. The O&S Action Plan follows the themes of the guidance. All relevant paragraphs of the guidance have been included within the action plan, to aid readers' understanding of why actions have been identified. Actions contained are set over one year and will provide a mechanism to measure improvements that are made to O&S.

39. Priority areas for actions include:

- member and officer training
- identification of a clear focus for O&S work, communicated to the organisation
- annual work programming for O&S committees
- strengthening the O&S/ Cabinet relationship
- development of working methods which make the most effective use of committee time
- O&S function ownership by O&S Chairs
- role descriptions for leading O&S positions
- the development of tools and protocols to support O&S work

40. Accountability for improvements to O&S ultimately sits with Council, through the receipt of the O&S annual report, although O&S Chairs and Vice Chairs will take an active role in monitoring progress throughout the year. The monitoring cycle for the O&S Action Plan is outlined in Figure 2 below.

Figure 2 – monitoring cycle for O&S Action Plan



41. It must be stressed that delivery of the action plan within one municipal year is ambitious. Direct officer support to O&S is split between core functions (the servicing of meetings and production of minutes and agendas) and proactive support to assist councillors in the planning of effective scrutiny sessions, and making improvements to the O&S function.
42. All actions not yet completed are currently on track to complete without slippage. However, there is a risk that timescales for improvement will not be met if officer resources to support the O&S function are diverted elsewhere - for example in frequent revisions to work programmes or the establishment and servicing of additional meetings significantly beyond the level currently identified for O&S committees.

## **Resourcing O&S**

43. An action of particular importance is the need for committees to carefully assess the resource available to them and plan their annual work programmes. Work programming sessions are planned for all O&S committees in summer 2023 and will provide the opportunity to select the majority of the year's O&S work.
44. A planned programme of O&S work for each committee, leaving sufficient capacity for some arising issues to be accommodated throughout the year, will ensure that all work can be completed within the programme of meetings (five meetings per municipal year) and officers within the Council can prepare O&S reports in a timely way to ensure that they are responding fully to the requests of committees.
45. Over 2019-23 86 O&S meetings were programmed as able to be resourced within existing budgets. 40 additional O&S meetings were called, which represents an increase of 47%. Many of these meetings were held by the O&S Board, with the review of the O&S structure in 2021 seeking to remedy this. However, in 2022/23 a total of 26 meetings of O&S committees were held representing a continued increase from the level programmed, by 30%. The level of additional O&S business undertaken post the review of the O&S committee structure therefore remains some way beyond that which can be accommodated effectively within existing resources. Committee agendas also frequently included more than the recommended two items of substantive business leading to long meetings over the 2019-23 period.
46. Although O&S councillors have the right to request that almost any item of council business be scrutinised, the effect of calling many additional meetings and scrutinising multiple items on a frequent basis is a reduction in the quality of O&S outputs.
47. This can result from both a reduction in the level of officer support that can be provided to O&S work (diverted from proactive advice and assistance in the planning of effective scrutiny sessions to the core business of servicing meetings, agendas and minute production) and a tendency to take a 'broad brush' approach to scrutiny topics - rather than a 'deep dive', which is more likely to lead to valuable outcomes.
48. The review of O&S in 2021 highlighted a clear cross-party wish to undertake more in-depth review work, however the summary of work for 2022-23 at Appendix 1 shows a continued high level of update reports, Cabinet scrutiny and limited in-depth reviews by comparison.

49. In order to realise councillors' aspirations to undertake more 'deep dive' work and to maximise the value of O&S outputs a determined focus to select the most high priority and high value work will be required for all committees in 2023/24. Diversifying working methods to include more than standard committee reports will assist with this, as will strengthening relationships with executive members and officers to aid the selection of value – added topics. For context, the statutory guidance states in this respect:

*'Scrutiny members should accept that shortlisting can be difficult; scrutiny committees have finite resources and deciding how these are best allocated is tough. They should understand that, if work programming is robust and effective, there might well be issues that they want to look at that nonetheless are not selected.'*

50. In 2023 the Constitution Review Working Group was asked to again review the meeting numbers for O&S Committees owing to a concern that five meetings per year was insufficient. In March 2023, Council considered this and agreed that meeting numbers should remain at five per year, subject to subsequent review by Council after the May 2023 local elections.

51. It is strongly advised that any further consideration by Council of O&S meeting numbers take account of the comments of the statutory guidance on resourcing scrutiny, as follows:

*'The resource an authority allocates to the scrutiny function plays a pivotal role in determining how successful that function is and therefore the value it can add to the work of the authority. Ultimately it is up to each authority to decide on the resource it provides, but every authority should recognise that creating and sustaining an effective scrutiny function requires them to allocate resources to it.'*

52. It is notable that O&S meetings have consistently over-reached the level planned for over the 2019-23 period. If it is considered that additional O&S meetings are required on a long-term basis to accommodate the priorities of O&S, and the authority, it is strongly advised that this be accompanied by an increase in officer resource to provide direct support for these meetings.

53. There is a risk that without an increase in resource to match an increase in O&S meeting numbers the improvements identified within the O&S Action Plan will not be realised and the statutory guidance will consequently not be properly upheld by the Council. The value of O&S outputs will also be limited for the reasons identified in paragraphs 46-47 above. The FTE cost of a Democratic and Overview and Scrutiny Officer to support O&S work including on-costs would be in the region of £40k.

54. The benefit of effectively resourcing scrutiny is explored in detail within the guidance and set out more fully in the Action Plan at Appendix 2.

## **Options Appraisal**

55. The Overview and Scrutiny Annual Report is for information and comment.

## **Summary of financial implications**

56. There are no direct financial implications related with the production of this report. The report explores the implications of resourcing O&S in paragraphs 43 to 54 above, and highlights that the demands on resource associated with the O&S

function may have implications in terms of additional staff requirements to support. Any direct implications relating to this will be outlined in subsequent reports to Council relating to O&S meeting numbers, if required.

### **Summary of legal implications**

57. Overview and Scrutiny is a statutory function of all councils operating an executive model of decision making. Improvements to the function, outlined in the report, will ensure that the work of O&S Committees in BCP Council complies with relevant legislation and upholds statutory guidance.

### **Summary of human resources implications**

58. There are no human resources implications from this report.

### **Summary of sustainability impact**

59. There are no sustainability implications arising from this report.

### **Summary of public health implications**

60. There are no public health implications arising from this report.

### **Summary of equality implications**

61. The Constitution of BCP Council sets out the rights of public access to the democratic process.

### **Summary of risk assessment**

62. The improvements identified for O&S, as set out in the O&S Action Plan at Appendix 2, will ensure that statutory Government guidance is upheld. There is a risk that the guidance will not be properly upheld by the Council if actions identified are not taken.

### **Background papers**

Published works:

['Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities'](#)

[LGA Corporate Peer Challenge: BCP Council Feedback report: 16-19 November 2021](#)

[Department for Levelling Up, Housing & Communities - Letter Paul Scully 2 September 2022](#)

### **Appendices**

Appendix 1– Summary of O&S Activity 2019-2023

Appendix 2 – Overview and Scrutiny Action Plan 2023-24



## BCP Council Overview and Scrutiny Annual Report 2023

### Appendix 1 – Summary of O&S Activity 2019-2023

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#### Overview and Scrutiny Board - 2019-2022

##### Key Stats –

- **Board members – 15**
- **Scheduled meetings per year – 10**
- **Additional meetings held – 33**
- **Working Groups – 1**
- **Call-In considerations - 3**

The O&S Board met monthly throughout 2019-2022. Meetings were aligned to those of Cabinet, in order that O&S could engage as required in the anticipated level of Cabinet decisions that would be made in the early months of BCP Council. Councillors were keen to closely track the work of Cabinet and many Cabinet decisions were scrutinised, which quickly led to the establishment of an additional meeting per month to accommodate workload. In addition, the Board undertook work of its own that did not relate directly to Cabinet decisions and held the responsibility for consideration of all 'call-in' matters. Chairmanship and membership of the Board changed during this period, as a result of a change in the Administration of the Council. This influenced the style of work undertaken and prompted a drive to try new ways of working.

Activity highlights for the O&S Board are outlined below:

#### 2019-20

- O&S Board established, with training provided in the basics of scrutiny, questioning skills and budget scrutiny skills.
- Strong focus on pre-decision scrutiny, with multiple Cabinet reports scrutinised and resulting recommendations made to Cabinet.
- Call for Evidence on 5G Connectivity - multiple partners and residents invited to provide views on the implementation of 5G in the BCP area. Recommendations were made to Cabinet and a body of evidence passed to Public Health England.
- Pokesdown Train Station – an inquiry triggered by community concerns, with representatives of South West Rail, ward Councillors and members of the public invited to a committee meeting to discuss the reasons why accessibility at Pokesdown Station was insufficient. Representations were made to Cabinet Members and the Ministry of Transport as a result.
- Budget scrutiny meetings.
- Business Improvement Districts – discussions held with Portfolio Holder and representatives of BIDS in BCP area to understand aims and issues.
- Response to the pandemic – meetings of the Council took place via skype, and focus shifted to scrutinise the Council's response to the pandemic and its recovery and reset plans. Scrutiny usually undertaken in other O&S committees was carried out at O&S Board meetings to ensure that all necessary scrutiny could continue whilst the Council focussed its resources on essential pandemic related activity.

## 2020-21

- Continuation of pandemic related scrutiny - themed monthly impact inquiries for economy and tourism, transport and infrastructure, and community and people involving Portfolio Holders, key officers, and community involvement such as BIDS.
- Annual Crime and Disorder scrutiny meeting.
- Budget scrutiny meeting.
- Cabinet Portfolio Holder challenge sessions introduced, themed across monthly meetings.
- Call- In of Whitecliff Road ETRO – no recommendations made to Cabinet.
- Local Plan Working Group established – cross party working group to consider the issues and options consultation document. This group met frequently throughout 2021, with effective cross party working and detailed consideration and consultation provided to the developing document.
- Sale of Christchurch by-pass car park - unanimous recommendation made to Council that the car park not be sold.
- Strong focus on pre-decision scrutiny, with multiple Cabinet reports scrutinised and resulting recommendations made to Cabinet.

## 2021-22

- Return to face to face/hybrid meetings.
- Cross-party aim from the committee to try different forms of scrutiny –including greater level of ‘overview’ work driven by non-executive Councillors to assist in earlier policy development within the Council.
- Scrutiny requests accepted from Councillors on tree management across BCP Area and highway maintenance – a committee report on highway maintenance was considered by the committee and a working group on tree management was commissioned to commence at the appropriate time (note – this was since passed to and agreed for inclusion on the work plan for Place O&S Committee which was established in April 2022).
- Transformation inquiry session – to monitor progress on the Council’s transformation programme, with attendance from the Leader of the Council, relevant officers, a union representative, and the Council’s Strategic Implementation Partner KPMG. This led to agreement for annual monitoring by the committee.
- Complaints and Local Government and Social Care Ombudsman (LGSCO) annual report monitoring.
- Seasonal response review – to monitor the effectiveness of the Council’s seasonal response 2021.
- Scrutiny of Pokesdown Railway Station improvements – to scrutinise the funding implications to the Council associated with planned improvements to the station.
- Scrutiny of BCP Council’s Planning Committee structure following request from member of the public, including representatives from Parish Councils along with ward Councillors.
- Annual Crime and Disorder scrutiny meeting.
- Call – In - Tatnam Road Experimental Traffic Regulation Order, with recommendation made to Cabinet that the decision be reconsidered.

### **2021-22 (continued)**

- Climate Change Inquiry - to test and challenge the Council's role in tackling climate change with recommendation made to Cabinet for the development of a BCP Climate Emergency Strategic Policy and Risk Assessment with associated implementation plan.
- Budget scrutiny meeting.
- Call-In – Homeless Health Hub – no recommendation to Cabinet made for reconsideration of the decision.
- Scrutiny of the Council's response to the emergency in Ukraine.
- Scrutiny of the Corporate Peer Challenge Feedback Report and Action Plan.

### **2022-2023**

- The O&S Board was disbanded in April 2022 following a review of the O&S structure. Activity previously within the remit of the Board was split between two newly formed committees – Place O&S Committee and Corporate and Community O&S Committee. With the introduction of the new committees the number of ordinary meetings per year for all O&S Committees was reduced to five. The revised structure is outlined at Figure 1 below.

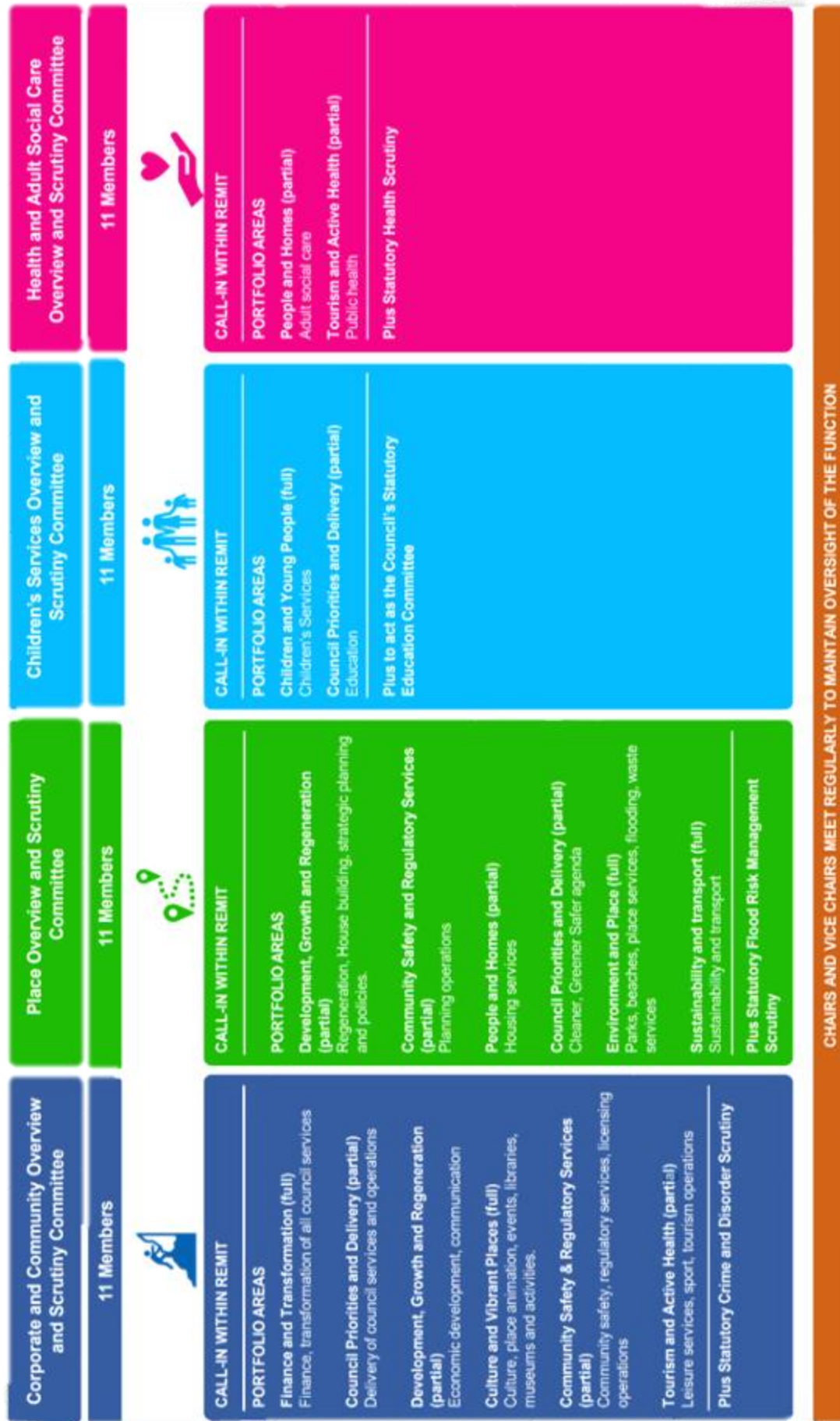


Figure 1 – revised Overview and Scrutiny Committee Structure, 2022-23.

## **Corporate & Community Overview and Scrutiny Committee – 2022-23**

### **Key Stats –**

- **Committee members – 11**
- **Scheduled meetings per year – 5**
- **Additional meetings held – 4**
- **Working Groups – 0**
- **Call-In considerations - 0**

This committee met five times per year, with four additional meetings in 2022/23. The remit of the committee covered half of those previously scrutinised by the O&S Board, including finance, transformation, economic development, culture, community safety, tourism, and leisure services. The committee was also designated to undertake statutory annual crime and disorder scrutiny. Much of the workload in 2022/23 was focussed on scrutinising the Council's finance strategy, with three of the four special meetings held for this purpose.

Activity highlights for the Corporate & Community O&S Committee are outlined below:

### **2022-23**

- Corporate and Community O&S Committee established, and work programme priorities identified for 2022-23.
- Scrutiny of Fly-Tipping and Fly-Posting Enforcement Pilot Cabinet Report with community related insight provided by committee members, and endorsement of the extension of the pilot.
- Update on BCP transformation programme in May 2022 and February 2023 to ensure this important area of Council activity had O&S oversight.
- Finance related scrutiny at regular intervals throughout the year, including updates on Medium Term Financial Plan; Budget Monitoring Reports; scrutiny of Outturn Report 2021/22 and scrutiny of the 2023/24 Budget Report.
- Scrutiny of the commercialisation of beach hut assets through Special Purpose Vehicle (SPV).
- Scrutiny of the Council's finance strategy in monthly meetings from September 2022 to mirror regular updates to Cabinet – three special meetings were held during September 2022 – April 2023 for this purpose. This additional level of scrutiny on the Council's finances supplemented regular budget monitoring undertaken by the committee. This followed the Council's decision not to pursue funding of its transformation programme through the commercialisation of beach hut assets, and in response to the Government's minded to offer of exceptional financial support to the Council in the form of a £20m capitalisation direction in September 2022.
- Seasonal response review – to monitor the effectiveness of the Council's seasonal response 2022.

## 2022-23 (continued)

- Scrutiny of the Cost of Living Pressures Cabinet Report- an overview provided to the committee on the Council's responses to cost of living pressures and work with public and private sector partners to support communities; along with the impact of the pressures on the Council itself.
- Themed Statutory Crime and Disorder Scrutiny meeting, including scrutiny of the BCP Community Safety Partnership Annual Report, update from the Police and Crime Commissioner and briefing report on mobile CCTV deployment and policy in BCP.
- Harmonising the management of BCP leisure centres – early opportunity to contribute to the forthcoming Cabinet report.

## Place Overview and Scrutiny Committee - 2022-23

### Key Stats –

- **Committee members – 11**
- **Scheduled meetings per year – 5**
- **Additional meetings held – 1**
- **Working Groups– 1**
- **Call-In considerations - 0**

This committee met five times per year, with one additional meeting. The remit of the committee covered half of those previously scrutinised by the O&S Board, including planning, regeneration, housing, environment, sustainability, and transport. A particular focus of the committee was close scrutiny of the work of Future Places, a Council wholly owned urban regeneration company. This included detailed scrutiny of business cases when available.

Activity highlights for the Place O&S Committee are outlined below:

- Place O&S Committee established, and work programme priorities identified for 2022-23.
- Planning Service improvement - follow up report on progress since previous reporting to the O&S Board in 2021.
- Overview of the play provision in BCP and the development of a BCP Play Strategy.
- BCP Future Places Ltd – scrutiny of the business plan and funding mechanism to be proposed to Cabinet.
- Project update on Bournemouth Development Company LLP Winter Gardens scheme.
- Update on Bournemouth Development Company LLP to provide an update on all current BDC project activity and outline the actions which flowed from an independent review of the BDC governance structure in March 2021.
- Update on bus services within the Bournemouth, Christchurch and Poole area to monitor the impact on bus services following the cease in operations of Yellow Buses.
- Briefing requested by committee on SWEP (Severe Weather Emergency Protocol), including the wider offer in place all year round for those verified as rough sleeping in the BCP area.
- Bereavement Services business plan 2020-26 progress update; and options appraisal for the future Poole Crematorium facility. This resulted in a recommendation that Cabinet aim for a reopening of cremators at the Poole Crematorium facility by 2025/56, and a decision made by Cabinet for a report detailing options for the replacement of cremator(s) to be brought to Cabinet within 6 months, with the aim of working towards new cremator(s) being installed in the next 18 months.

## 2022-23 (continued)

- Future Places – introduction from new Independent Chairman and discussion with committee on community and Councillor engagement aspirations in Future Places proposals.
- Impact of budget on services within the remit of Place O&S Committee
- Fire Breaks – report request by committee to consider the current policy on wildfires following a large heathland fire on Canford Heath nature reserve, and other wildfire events across BCP.
- WISE Fly Tipping Enforcement Review Cabinet report with endorsement of recommendations.
- Future Places special meeting – scrutiny of outline business cases relating to Chapel Lane; Constitution Hill; Christchurch Civic Centre; Poole Civic Centre, and project outline case for Poole Quay providing opportunity for input to the onward shaping of the projects.
- Poole Crematorium – consideration of Cabinet report containing detailed options for the replacement of cremators, following review and recommendations made by the committee earlier in the year.
- Climate Programme – scrutiny of the annual report and opportunity for review and comment on the draft Climate Strategy and Action Plan.
- Levelling Up and Regeneration Bill – overview of reforms to national planning policy and implications for the emerging BCP Local Plan.
- Tree Strategy Working Group established (ongoing as of Spring 2023) to provide overview and Councillor engagement on the developing Tree Strategy for BCP.



## Children's Services Overview and Scrutiny Committee -2019-2023

### Key Stats –

- **Committee members** – 11, plus 4 parent governor/ Diocesan co- opted members and 4 Youth Parliament representatives
- **Scheduled meetings per year** – 6 (reduced to 5 in 2022/23)
- **Additional meetings held** – 2
- **Working Groups** – 3
- **Call-In considerations** - 0

This committee met six times a year until 2022/23 when the meetings were reduced to five per year. Workload included a mix of Cabinet decision scrutiny, partnership and external agency scrutiny and review of the committee's own established topics. In addition to test and challenge of decisions, the committee fulfilled an oversight role of activity in the children's services area and relied on effective working relationships with key officers within the children's services directorate to ensure that scrutiny dialogue was open and transparent, and O&S resources were targeted in the most meaningful areas.

Activity highlights for the Children's Services O&S Committee are outlined below:

### 2019-20

- Formation of BCP's Children's Services Overview and Scrutiny Committee.
- Training provided to the committee by the CfGS, and peer mentoring provided to the Chair and Vice Chair.
- Consideration and election of co-opted members, in addition to the statutory requirements, to include an Academy Governor representative and the elected Members of Youth Parliament for BCP.
- Introduction of an action sheet appended to the minutes to track decisions, actions and outcomes.
- Consideration and scrutiny of new BCP strategies, policies and arrangements relating to children's services such as the Corporate Safeguarding Strategy, Corporate Parenting Strategy and Pan-Dorset Safeguarding Partnership.
- Annual monitoring of the Youth Justice Plan.
- Monitoring BCP's response to child exploitation.
- Monitoring data and outcomes from schools.
- Children's Services budget review.
- Engagement in the improvement journey following a Peer Review of BCP Front Door and Children's Services Self-Assessment and Improvement Plan.
- Monitoring of the workforce strategy for Children's Services and Children's Services restructure following the formation of BCP Council.
- Working Group on the Family Support Strategy held to provide detailed input into the Strategy prior to consideration by the full committee and recommendation on to Cabinet.

## 2020-21

- Annual Monitoring of Youth Justice Plan.
- Successful move to online meetings in June following the start of the Covid19 Pandemic.
- Introduction of a standing item to consider the impact of Covid19 on children and young people and the Children's Services response, including children's mental health and the impact of returning to school post 'stay at home' phase of pandemic.
- Regular scrutiny and monitoring of Ofsted visits, action plan and improvement journey.
- Establishment of the Children's Services Learning and Improvement Working Group – this group met once, with its work then superseded by the formation Children and Young People's Partnership Plan which was scrutinised by the full committee.
- Contribution to the establishment of the Children and Young People's Partnership Board, and the Plan developed by the newly formed Board.
- Monitoring BCP's Response to Child Exploitation including child exploitation improvement plan.
- Monitoring the progress of harmonisation in early help services.
- Monitoring CAMHS (children and young people's mental health) Transformation.
- Reporting participation from Youth Parliament Representatives, outlining their priorities for the year, and later reporting to reflect on progress.
- Introduction of 'information only' items to be circulated outside of committee to free up agenda time for value added scrutiny.
- Introduction of a verbal Portfolio Holder update to provide the committee with direct dialogue opportunity with Portfolio Holders and update on work.

## 2021-22

- Return to face to face/hybrid meetings.
- Annual Monitoring of Youth Justice Plan.
- Continued regular scrutiny of improvement journey and full ILACS (Inspecting local authority children's services) report outcomes and actions, including committee requests for performance information to substantiate progress being reported.
- Briefing on the Covid impact on Pupil Premium use by schools, and support to vulnerable children and families during pandemic; the Covid 'summer offer' to address gaps in learning and other support needs following the impact of the pandemic.
- Scrutiny and monitoring of the SEND written statement of action and improvement journey.
- Scrutiny of the sufficiency strategy for Children in Care and Care Experienced Young People.
- Scrutiny of the Virtual School Annual Report.
- Monitoring the development of the Children's Services Partnership Academy and its outputs.
- Monitoring the Capital Programme of funding for Children's Services projects.
- Monitoring the Children's Social Care improvement journey.
- Consideration of the School Place Planning Strategy and school admissions arrangements.
- Reporting participation from Youth Parliament Representatives.
- Continuation of 'information only' items circulated outside of committee.
- Continuation of Portfolio Holder Updates established in 2020/21

- Scrutiny of the Children's Services Improvement Plan following the December 2021 inspection, to monitor improvements in Children's Social Care functions. Scrutiny of the Improvement Plan formed a substantive part of the committee work plan over the year including monitoring of progress in relation to the Quality Assurance Framework; workforce stability and resource management; updates following monitoring visits from Ofsted and an update on the overall outcomes following the first year of improvement actions.
- Annual Monitoring of Youth Justice Plan
- Child exploitation, including County Lines and knife crime – an update report on the actions and progress in identifying and supporting children and young people who are the victims of child exploitation. This led to the committee commissioning in depth scrutiny on this area in the form of a working group (ongoing as of Spring 2023).
- Home to School Transport – review of the draft policy to replace previous legacy Council policies and consideration of consultation responses.
- Scrutiny of the SEND Improvement Plan following the Council's submission of a Written Statement of Action (WSoA). This included themed SEND related agenda items to consider exclusions from schools in BCP; expansion of specialist school places across BCP and monitoring of progress against the main areas of significant weakness.
- Covid update – briefing on the lasting impact including academic progress and mental health, two years after the start of the pandemic.
- Review of options for SEND Mainstream Banding and related financial implications, with the committee recommending an option to Cabinet.
- Update from Members of Youth Parliament on their work to date and their national and local priorities and plans.
- Progress update report on the improvement work within the Care Experienced Young People's Service
- Update on the impact of the newly created specialist school places at Longspee Ensbury Park Campus, including an overview of the teaching and learning opportunities, lessons learned and mitigations for future schemes.
- Review and recommendation to Council of the new RE syllabus from BCP SACRE
- Scrutiny and recommendation to Cabinet of the annual School Admission Arrangements 2024/25
- Regular updates on key performance indicators for Quarter 1-3.
- Update on SEND Programme of Expansion – Broadstone Middle School.
- Pan-Dorset Safeguarding Children Partnership – review of annual report.
- Briefing report on school attainment and progress in 2022.
- Briefing on the Joint Inspection of Dorset Combined Youth Justice Service by HMI Probation.
- Scrutiny of the Virtual School Annual Report.
- Update on SEND Capital Programme and the Council's progress in the Department for Education's Delivering Better Value (DBV) programme.
- Continuation of 'information only' items circulated outside of committee.
- Continuation of Portfolio Holder Updates established in 2020/21

## Health & Adult Social Care Overview and Scrutiny Committee -2019-2023

### Key Stats –

- **Committee members** – 11, plus Healthwatch representative
- **Scheduled meetings per year** – 6 (reduced to 5 in 2022/23)
- **Additional meetings held** – 0
- **Working Groups** – 4, including 1 informal joint working group with Dorset Council.
- **Call-In considerations** - 0

This committee met six times a year until 2022/23 when the meetings were reduced to five per year. Workload included a mix of Cabinet decision scrutiny, partnership and external agency scrutiny and review of its own established topics. In addition to test and challenge of decisions, the committee fulfilled an oversight role of activity related to Adult Social Care, Public Health, and external agency scrutiny such as NHS Trusts, and fulfilled the Council's statutory health scrutiny obligations. Effective scrutiny of external agencies relied upon strong relationships and the building of a knowledge base regarding a complex subject matter to enable appreciative yet robust scrutiny where required. These skills were particularly important since 2020 when Public Health took on an unprecedented role in all our lives with the management of local measures relating to the pandemic. In this respect, the committee provided another means of public assurance that covid related measures led by Public Health were being tested and challenged.

Activity highlights for the Health & Adult Social Care O&S Committee are outlined below:

### 2019-20

- Formation of BCP's Health and Adult Social Care Overview and Scrutiny Committee
- Training provided to the committee by the CfGS.
- Judicial Review and Secretary of State/ Independent Reconfiguration Panel (IRP) review of Dorset Clinical Commissioning Groups (CCG) 'Clinical Services Review' project. The committee tracked the progress of both the Judicial Review challenging the changes to the delivery of local health services in Dorset proposed by the Clinical Commissioning Group, and the subsequent IRP review as requested by the Secretary of State.
- Overview of the Dorset Integrated Care System.
- Scrutiny of the Safeguarding Adults Board Annual Report and oversight of a review and proposals to improve the Board.
- Mental Health Rehabilitation Services – oversight of proposals from the CCG
- Dementia Services Review and proposed new model of care – oversight of proposals from the CCG.
- Review and comment on the BCP Safeguarding Strategy prior to Cabinet decision.
- Scrutiny of Quality Accounts for NHS organisations.
- Scrutiny of the Annual report on Complaints and Customer Feedback relating to Adult Social Care.

## 2019-20 (continued)

- Scrutiny of the Health and Social Care elements of the Cabinet Performance Report
- Update on the Out of Hours Service for Adult Social Care following its launch in November 2019.
- Update on the Adult Social Care current points of first contact for BCP residents and the proposed new single model.
- Budget and MTFP scrutiny relating to the Health and Adult Social Care remit.
- The Big Plan 2018-21 Commissioning Strategy for Adults with Learning Disabilities- update on progress in delivering the actions contained within The Big Plan.
- Healthwatch and O&S Committee relationship established, with an introduction to the contract and priorities of Healthwatch.
- Update on the Better Care Fund and scrutiny of delivery and performance.
- Introduction of 'information only' items to be circulated outside of committee to free up agenda time for value added scrutiny.
- Introduction of Portfolio Holder updates to committee.
- Monitoring of issues using 'rapporteur' method of individual committee members monitoring progress and reporting back to committee.
- Adult Social Care Charging Strategy Working Group – the committee commissioned a Working Group to collaborate with officers in the Adult Social Care department to act as a test and challenge function in the development of the new Charging Policy for Adult Social Care (ASC) for the Council. The group met three times between September 2019 and July 2020 before subsequent approval by Cabinet.

## 2020-21

- Successful move to online meetings in June following the start of the Covid19 Pandemic.
- Update on the merger, services and estates programme for University Hospitals Dorset.
- Scrutiny of the Annual report on Complaints and Customer Feedback relating to Adult Social Care.
- Consideration and comment on the Adult Social Care Strategy ahead of its approval by Cabinet.
- Monitoring and scrutiny of Public Health and the Council's response to Covid19. The committee tracked the pandemic and scrutinised the Public Health Dorset and BCP Council response to the Covid19 pandemic over an extended period of time (2020-2022).
- Update from the CCG on the delivery of the Health Check Programme for people with a learning disability.
- Scrutiny of the Safeguarding Adults Board Annual Report.
- Completion of the Adult Social Care Charging Strategy Working Group, and consideration of the proposed policy by the committee, for onward recommendation to Cabinet.
- Update on the Dorset NHS and Public Health Dorset Covid19 Winter Response.
- Update on the development and performance of Tricuro.
- Scrutiny of the local response to the national Hospital Discharge Policy and the Home First approach.
- Update and early input into the development of the Council's Suicide Prevention Plan.
- Oversight and input into the health aspects of the Draft Homelessness Strategy.
- Update on the Strategic Outline Case for the University Hospitals Dorset Foundation Trust (UHDFT) New Hospitals Programme, following the clinical services review in 2017.
- Consideration of the Healthwatch Dorset Draft Workplan 2021/22.
- Continuation of 'information only' items circulated outside of committee.
- Continuation of Portfolio Holder Updates established in 2020/2.

## 2021-22

- Return to face to face/hybrid meetings.
- Continued monitoring and scrutinising of Public Health and the Council's ongoing response to Covid19, including a focussed report to the committee of the impact of the pandemic on Adult Social Care and a summary of the financial impact.
- Update on the Adult Social Care point of first contact service design and implementation plan.
- The Big Plan 2018-21 Commissioning Strategy for Adults with Learning Disabilities – update on progress in delivering the actions contained within The Big Plan.
- BCP and Dorset Joint Health Scrutiny Protocol - Members considered and approved a Joint Health Scrutiny Protocol that would enable joint scrutiny between BCP and Dorset Councils on issues affecting all residents across both conurbations; where the NHS may propose significant variation in local health services across the geographical area as a whole; or where overlap also exists in the Clinical Commissioning Group, the Hospital Trusts, Dorset Healthcare Community Trusts and Healthwatch Dorset.
- Overview of the development of a Market Position Statement for Adults, to assist with effective engagement and communication with providers of Adult Social Care and support effective commissioning.
- Review of the commissioning strategies regarding care home placements for older people and extra care housing for vulnerable adults with recommendations proposed and accepted by Cabinet.
- Review of the Disabled Facilities Grant Policy prior to its consideration by Cabinet.
- Working Group established to track and input into the development of the strategy relating to BCP Carers. The committee agreed to hold informal sessions involving members and external consultees, to allow input during the development of the BCP Carers' Review strategy. Sessions were held between July – November 2021, including a full committee update in November. The committee made recommendations including lobbying MPs for a review of a Carer's Allowance especially in relation to the level of care required and promotion of care as a career.
- Update on the implementation of the Adult Social Care Charging Policy – this followed the working group on the policy led by the committee in 2019/20.
- Scrutiny of the Annual report on Complaints and Customer Feedback relating to Adult Social Care.
- Scrutiny of the Safeguarding Adults Board Annual Report.
- Update on the progress of the Healthwatch Dorset Draft Workplan 2021/22.
- Update on progress following the BCP Dementia Services Review.
- Update on the implementation of the Home First approach across the Dorset Integrated Care System.
- Update on the performance of the Adult Social Care Emergency Duty Service.
- Update on the Health Infrastructure Plan from University Hospitals Dorset.
- Continuation of 'information only' items circulated outside of committee.
- Continuation of Portfolio Holder Updates established in 2020/2.

## 2022-23

- Continued monitoring and scrutinising of Public Health and the Council's ongoing response to Covid19.
- Update on the Outpatient Assessment Centre at Dorset Health Village, which became operational in November 2021.
- Progress report on the multi-agency Pan Dorset suicide prevention programme, along with an update on progress of BCP Council's own Suicide Prevention Plan.
- Update on the Integrated Care Strategy providing opportunity for committee involvement in the principles, approach, and timelines for the developing strategy.
- Update on the establishment of a Combating Drugs Partnership Board to oversee the delivery of the Government's Drugs Strategy and its three main aims of treatment/ recovery, enforcement, and prevention.
- Update on the Dorset Integrated Urgent Care Service, including an overview of performance, challenges, and future developments.
- Update in summer 2022 on the findings of the Carers Services Review, undertaken in collaboration with carers and key stakeholders to inform the new BCP Carers Strategy, with later review and recommendation to Cabinet of the full BCP Carers Strategy in September.
- Updates on the development of a new BCP Council Day Opportunities Strategy and the related case for change.
- Updates on Tricuro, including governance arrangements following the exit of Dorset Council from the Tricuro agreement.
- Update on the Clinical Services Review, including building works at Poole Hospital and Royal Bournemouth Hospital, and the Maternity Service.
- Overview of the diagnostic review and options appraisal carried out on the future of care technology within Adult Social Care at BCP Council, with the committee recommending to Cabinet the full-service transformation of care technology within adult social care to maximise benefits for both the public and the Council.
- Update on the latest CQC Assurance Process.
- Overview of the BCP Health and Wellbeing Board and update on the priority areas of work contained within the Health and Wellbeing Strategy.
- Scrutiny of the Safeguarding Adults Board Annual Report.
- Scrutiny of the Annual report on Complaints and Customer Feedback relating to Adult Social Care.
- Update on the transformation of the Adult Social Care Contact Centre.
- Update from Healthwatch on the Young Listeners Project that supported young volunteers to carry out a peer-led engagement project to identify improvements to health services for young people.
- Update on the position on the national introduction of Liberty Protection Safeguards and its impact on the Council.
- Scrutiny of the draft BCP Council Adult Social Care Market Sustainability Plan
- Informal joint scrutiny held with Dorset on the South West Ambulance Trust, with more joint scrutiny planned for 2023/24.
- Continuation of 'information only' items circulated outside of committee.
- Continuation of Portfolio Holder Updates established in 2020/21.

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## Overview and Scrutiny Action Plan 2023-24

Key		
Code	Description	Action Lead
	Member Training – induction and refresher	Democratic Services Team
	Member Training – Chairs	
	Member Training – ongoing programme of training	
	Officer Training	
	Role Descriptions for O&S leads	
	Chairs' Meetings	
	Work Selection and Scoping	
	Community Insight	
	Web Presence	
	Working Methods	
	Terms of Reference for O&S Committees	
	Constitution Review	
	Library of O&S Resources	
	Protocol and Tool Development	
	Annual Reporting on O&S	
	Resourcing	
	Communications	
	Corporate Management Team Action	Corporate Management Team
	Cabinet Action	Cabinet
RAG Rating		
	Significant delay likely to affect action completion	
	Some delay likely to affect action completion	
	Action on track to complete as planned	
	Action completed	

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<b>Culture</b>				
<b>Scrutiny is Member Led</b>				
<i>The prevailing organisational culture, behaviours and attitudes of an authority will largely determine whether its scrutiny function succeeds or fails. While everyone in an authority can play a role in creating an environment conducive to effective scrutiny, it is important that this is led and owned by members, given their role in setting and maintaining the culture of an authority.</i>	1a	New Councillor and refresher training to be provided to include – O&S in BCP is Member led	Summer 2023	MT1
	1b	Role descriptions to be developed for Councillors in leading O&S roles to clarify expectations for this role	Summer 2023	RD1
	1c	Establish calendar of meeting dates for O&S chairs for collective leadership and oversight of the effectiveness of the O&S function.	Summer 2023	CM1
<b>Scrutiny is understood and recognised across the organisation</b>				
<i>Recognising scrutiny's legal and democratic legitimacy – all members and officers should recognise and appreciate the importance and legitimacy the scrutiny function is afforded by the law. It was created to act as a check and balance on the executive and is a statutory requirement for all authorities operating executive arrangements and for combined authorities.</i>	2a	New Councillor and refresher training to be provided to include – Background and statutory powers of O&S, to raise the profile and importance of the scrutiny function within the organisation	Summer 2023	MT1
	2b	Officer refresher training to be provided to include – Background and statutory powers of O&S, to raise the profile and importance of the scrutiny function within the organisation	Autumn 2023	OT1
<b>Scrutiny draws on community insight and selects topics of community relevance</b>				
<i>Councillors have a unique legitimacy derived from their being democratically elected. The insights that they can bring by having this close connection to local people are part of what gives scrutiny its value.</i>	3a	New Councillor and refresher training to be provided to include – Councillors bring community insight to their scrutiny work	Summer 2023	MT1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
	3b	Strengthen O&S work selection criteria, as set out in the constitution, to include consideration of the impact and value to the public when selecting work programme topics.  Review for use in annual work programming for O&S Committees	Summer 2023	WS1
	3c	Use is made of community insight through the selection of work topics that are driven by community need, evidence sessions, use of subject experts and data providing the view of residents and community groups.	In annual work programming for O&S Committees - Summer 2023	CI1
	3d	Develop O&S web pages to clarify public role in O&S, ways to engage and improve ease of access for topic suggestion	Spring 2024	WP1
<b>Scrutiny has a clear role and focus</b>				
<i>Identifying a clear role and focus – authorities should take steps to ensure scrutiny has a clear role and focus within the organisation, i.e. a niche within which it can clearly demonstrate it adds value. Therefore, prioritisation is necessary to ensure the scrutiny function concentrates on delivering work that is of genuine value and relevance to the work of the wider authority – this is one of the most challenging parts of scrutiny, and a critical element to get right if it is to be recognised as a strategic function of the authority</i>	4a	Scrutiny committees agree a clear communicable role or focus for the year when planning their work programme in order to assist in topic selection and in ensuring that stakeholders can anticipate which topics are likely to be of interest to scrutiny, and plan accordingly for engagement. This may be in the form of a 'lens' (eg. risk) through which to scrutinise topics, or a key priority or set of priorities for a committee (eg. 'budget' or 'ofsted improvement plan')	In annual work programming for O&S Committees – Summer 2023	WS1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
	4b	Committees carefully consider the type and balance of work undertaken to ensure that work aims can be met within the meeting capacity available. This will require a determined focus to undertake work in diverse ways eg. <ul style="list-style-type: none"> <li>receiving information based reports outside of meetings,</li> <li>establishing O&amp;S rapporteurs (topic champions) to maintain oversight of an issue and report back to committee on exceptions</li> <li>reducing the level of Cabinet decision scrutiny to free up capacity for more overview work.</li> </ul>	In annual work programming for O&S Committees – Summer 2023	WM1
	4c	Develop user friendly terms of reference documents for each O&S committee based on split of responsibility set out in constitution.	Summer 2023	TOR1
<b><i>There is a clear distinction between scrutiny and audit</i></b>				
<i>Authorities should ensure a clear division of responsibilities between the scrutiny function and the audit function. While it is appropriate for scrutiny to pay due regard to the authority's financial position, this will need to happen in the context of the formal audit role. The authority's section 151 officer should advise scrutiny on how to manage this dynamic</i>	5a	Division of responsibility already established within the Articles of the Constitution.	Complete	CR1
	5b	A&G chair invitation to be scheduled into annual programme of O&S Chairs meetings	Summer 2023	CM1
<i>While scrutiny has no role in the investigation or oversight of the authority's whistleblowing arrangements, the findings of independent whistleblowing investigations might be of interest to scrutiny committees as they consider their wider implications.</i>	6	Develop a library of O&S oversight information, provided in an online format for Councillors to access independently, to include – The findings of independent whistleblowing investigations	Winter 23/ Spring 24	L1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<b><i>The relationship between scrutiny and the executive is effective</i></b>				
<i>Ensuring early and regular engagement between the executive and scrutiny – authorities should ensure early and regular discussion takes place between scrutiny and the executive, especially regarding the latter's future work programme.</i>	7a	Portfolio Holders attend O&S meetings when requested, or send deputies	Immediate and ongoing request to Cabinet	C1
	7b	The Cabinet Forward Plan is regularly updated with sufficient notice of forthcoming priorities to enable O&S to engage effectively at an early stage in policy shaping	Immediate and ongoing request to Cabinet	C1
	7c	The Constitution sets out that it is good practice for there to be regular, informal dialogue between O&S leads and Portfolio Holders in order that O&S can understand developing Cabinet priorities, discuss and assess the value that Overview and Scrutiny can provide and contribute in a timely way to policy development (O&S Procedure Rule 8.3).	Complete	CR1
	7d	Role descriptions to be developed for Councillors in leading O&S roles to clarify expectation that scrutiny chairs establish informal working arrangements with relevant Portfolio Holders.	Summer 2023	RD1
	7e	Lines of accountability between scrutiny committees and Portfolio Holders were agreed by Council in April 2022- review after election when any change to Cabinet portfolios are known and document these in a more granular way than is captured within the constitution to aid transparency.	Summer 2023	TOR1
	7f	Maintain a review of the Portfolio/ O&S Committee alignment to ensure that it is fit for purpose, with amendments to be suggested via O&S annual report to Council, as required.	Summer 2024	AR1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>The executive should not try to exercise control over the work of the scrutiny committee. This could be direct, e.g. by purporting to 'order' scrutiny to look at, or not look at, certain issues, or indirect, e.g. through the use of the whip or as a tool of political patronage, and the committee itself should remember its statutory purpose when carrying out its work. All members and officers should consider the role the scrutiny committee plays to be that of a 'critical friend' not a de facto 'opposition'. Scrutiny chairs have a particular role to play in establishing the profile and nature of their committee</i>	8a	O&S considers work requested by Cabinet or Council using the criteria written into the constitution - Criteria already exists in constitution and is used to assess requests.	Complete	WS1
	8b	New Councillor and refresher training to be provided to include – All Political Groups be reminded of the incompatibility of the whip with O&S, and the forms that this may take.	Summer 2023	MT1
	8c	O&S chairs to be opposition members, where practicable, to reduce risk of executive control being exercised over O&S – referral to Constitution Review Working Group for consideration prior to May 2024 O&S Chairs elections.	Autumn/ Winter 2023	CR1
	8d	Role descriptions to be developed for Councillors in leading roles to clarify expectation that scrutiny chairs establish informal committee pre-meetings, to assist the committee in working towards its aims and taking a cross-party approach to scrutiny.	Summer 2023	RD1
	8e	O&S Chairing skills training to be delivered to include the benefit of pre-meetings, and management of political dynamics in scrutiny to avoid a de facto opposition approach.	Autumn 2023	MT2
<i>The chair of the scrutiny committee should determine the nature and extent of an executive member's participation in a scrutiny committee meeting, and in any informal scrutiny task group meeting</i>	9a	Clarity of O&S powers in determining attendees and participation already written into constitution at O&S Procedure Rule 9.1	Complete	CR1
	9b	New Councillor and refresher training to be provided to include – Clarity of scrutiny's powers in determining attendees and participation in O&S.	Summer 2023	MT1
	9c	Scrutiny committees to be asked to consider appropriate invitees when scoping a piece of work and to consider where	Summer 2023	WS1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
		more value may be added by an officer/ scrutiny session as opposed to a Cabinet member scrutiny  – In annual work programming for O&S Committees and ongoing, during work programming discussions at each meeting.		
<b>Managing disagreement</b>				
<i>Effective scrutiny involves looking at issues that can be politically contentious. It is therefore inevitable that, at times, an executive will disagree with the findings or recommendations of a scrutiny committee. It is the job of both the executive and scrutiny to work together to reduce the risk of this happening, and authorities should take steps to predict, identify and act on disagreement. One way in which this can be done is via an 'executive-scrutiny protocol' which can help define the relationship between the two and mitigate any differences of opinion before they manifest themselves in unhelpful and unproductive ways. The benefit of this approach is that it provides a framework for disagreement and debate, and a way to manage it when it happens. Often, the value of such a protocol lies in the dialogue that underpins its preparation. It is important that these protocols are reviewed on a regular basis.</i>	10	Executive members and O&S Chairs group to consider the value for BCP in preparing an executive – scrutiny protocol	Autumn 2023	C1/CM1
<i>Scrutiny committees do have the power to 'call in' decisions, i.e. ask the executive to reconsider them before they are implemented, but should not view it as a substitute for early involvement in the decision-making process or as a party-political tool.</i>	11	Use of call-in be monitored and reflected within annual report to Council.	Summer 2024	AR1
<b>Ensuring impartial advice from officers</b>				
<i>Authorities, particularly senior officers, should ensure all officers are free to provide impartial advice to scrutiny committees. This is fundamental to effective scrutiny. Of particular importance is the role played by 'statutory officers' – the monitoring officer, the section 151 officer and the head of paid service, and where relevant the statutory scrutiny officer. These individuals have a particular role in ensuring that timely, relevant and high-quality advice is provided to scrutiny.</i>	12	Officer refresher training to be provided to include – The importance of impartial advice to O&S	Autumn 2023	OT1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<b>Communicating scrutiny's role and purpose to the wider authority</b>				
<i>The scrutiny function can often lack support and recognition within an authority because there is a lack of awareness among both members and officers about the specific role it plays, which individuals are involved and its relevance to the authority's wider work. Authorities should, therefore, take steps to ensure all members and officers are made aware of the role the scrutiny committee plays in the organisation, its value and the outcomes it can deliver, the powers it has, its membership and, if appropriate, the identity of those providing officer support.</i>	13	Officer refresher training to be provided to include – The identity of those providing officer support to O&S.  See also Action 2b above	Autumn 2023	OT1
<b>Maintaining the interest of full Council in the work of the scrutiny committee</b>				
<i>Part of communicating scrutiny's role and purpose to the wider authority should happen through the formal, public role of full Council – particularly given that scrutiny will undertake valuable work to highlight challenging issues that an authority will be facing and subjects that will be a focus of full Council's work. Authorities should therefore take steps to ensure full Council is informed of the work the scrutiny committee is doing.</i>	14a	Report annually to Council on the work of scrutiny, and progress on actions to improve scrutiny	Summer 2023	AR1
<i>One way in which this can be done is by reports and recommendations being submitted to full Council rather than solely to the executive. Scrutiny should decide when it would be appropriate to submit reports for wider debate in this way, taking into account the relevance of reports to full Council business, as well as full Council's capacity to consider and respond in a timely manner. Such reports would supplement the annual report to full Council on scrutiny's activities and raise awareness of ongoing work.</i>	14b	New Councillor and refresher training to be provided to include – The appropriate route for recommendations to full Council or Cabinet	Summer 2023	MT1
	14c	Consideration be given to any amendments required to constitution to clarify reporting routes from O&S - referral to Constitution Review Working Group for consideration.	Autumn/ Winter 2023	CR1
<b>Communicating scrutiny's role to the public</b>				
<i>Authorities should ensure scrutiny has a profile in the wider community. Consideration should be given to how and when to engage the authority's communications officers, and any other relevant channels, to understand how to get that message across.</i>	15a	Consideration be given to the promotion of outcomes via Communications Team at the scoping stage of O&S work	In annual work programming for O&S Committees	COM1



## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>This will usually require engagement early on in the work programming process</i>			– Summer 2023	
	15b	O&S webpage development - See action 3b above	Spring 2024	WP1
<b>Ensuring scrutiny members are supported in having an independent mindset</b>				
<p><i>Formal committee meetings provide a vital opportunity for scrutiny members to question the executive and officers. Inevitably, some committee members will come from the same political party as a member they are scrutinising and might well have a long-standing personal, or familial, relationship with them.</i></p> <p><i>Scrutiny members should bear in mind, however, that adopting an independent mind-set is fundamental to carrying out their work effectively. In practice, this is likely to require scrutiny chairs working proactively to identify any potentially contentious issues and plan how to manage them.</i></p>	16a	New Councillor and refresher training to be provided to include – The importance of an independent mind-set to O&S	Summer 2023	MT1
	16b	O&S Chairs are supported by Officers to identify and plan for contentious issues through Chairs briefings.	Summer 2023 and ongoing	WS1
	16c	Establish calendar of meeting dates for O&S chairs to include-monitoring the independence of O&S	June/July 2023	CM1
<b>Resourcing scrutiny</b>				
<p><i>The resource an authority allocates to the scrutiny function plays a pivotal role in determining how successful that function is and therefore the value it can add to the work of the authority.</i></p> <p><i>Ultimately it is up to each authority to decide on the resource it provides, but every authority should recognise that creating and sustaining an effective scrutiny function requires them to allocate resources to it.</i></p> <p><i>When deciding on the level of resource to allocate to the scrutiny function, the factors an authority should consider include: • Scrutiny's legal powers and responsibilities; • The particular role and remit scrutiny will play in the authority; • The training requirements of scrutiny members and support officers, particularly the support needed to ask effective questions of the executive and</i></p>	17	Consideration be given to the level of officer resource available to support scrutiny and that this is appropriate to ensure effective outputs that add value to the organisation – discussion with O&S chairs group, with views to be passed to Corporate Management Team.	Autumn/ Winter 2023	R1/ CMT1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>other key partners, and make effective recommendations; • The need for ad hoc external support where expertise does not exist in the council; • Effectively-resourced scrutiny has been shown to add value to the work of authorities, improving their ability to meet the needs of local people; and • Effectively-resourced scrutiny can help policy formulation and so minimise the need for call-in of executive decisions</i>				
<i>Authorities should also recognise that support for scrutiny committees, task groups and other activities is not solely about budgets and provision of officer time, although these are clearly extremely important elements. Effective support is also about the ways in which the wider authority engages with those who carry out the scrutiny function (both members and officers).</i>	18a	New Councillor and refresher training to be provided to include – Use of resource, and effective wider authority engagement in O&S	Summer 2023	MT1
	18b	Officer refresher training to be provided to include – Use of resource, and effective wider authority engagement in O&S	Autumn 2023	OT1
	18c	As required by the constitution, all requests for O&S committees to undertake work are considered by Committees against the current resource levels available to support the request	In annual work programming for O&S Committees – Summer 2023	R1
	18d	Establish calendar of meeting dates for O&S chairs to include-monitoring the total level of resource available across the O&S function	Summer 2023	CM1
<b>Statutory scrutiny officers</b>				
<i>Combined authorities, upper and single tier authorities are required to designate a statutory scrutiny officer, someone whose role is to:</i>  • <i>promote the role of the authority's scrutiny committee;</i> • <i>provide support to the scrutiny committee and its members; and</i>	19a	Statutory scrutiny officer is appointed and sits within the Democratic Services Team.	Complete	R1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<p>• <i>provide support and guidance to members and officers relating to the functions of the scrutiny committee.</i></p>	19b	The Statutory Scrutiny Officer role is set out in the constitution to aid authority wide understanding - referral to Constitution Review Working Group for consideration.	Autumn/ Winter 2023	CR1
	19c	New Councillor and refresher training to be provided to include – The role of the statutory scrutiny officer, to increase visibility	Summer 2023	MT1
	19d	Officer refresher training to be provided to include – The role of the statutory scrutiny officer, to increase visibility	Autumn 2023	OT1
	19e	Consider the interface of the statutory scrutiny officer role with Corporate Management Team to ensure that planning for engagement with scrutiny can be considered for significant forthcoming decisions	Autumn 2023	CMT1
<b>Officer resource models</b>				
<p><i>Authorities should ensure that, whatever model they employ, officers tasked with providing scrutiny support are able to provide impartial advice. This might require consideration of the need to build safeguards into the way that support is provided. The nature of these safeguards will differ according to the specific role scrutiny plays in the organisation.</i></p>	20	Officer refresher training to be provided to include – The importance of impartial advice to O&S	Autumn 2023	OT2
<b>Selecting Committee Members</b>				
<p><i>Selecting the right members to serve on scrutiny committees is essential if those committees are to function effectively. Where a committee is made up of members who have the necessary skills and commitment, it is far more likely to be taken seriously by the wider authority.</i></p> <p><i>When selecting individual members to serve on scrutiny committees, an authority should consider a member's experience, expertise, interests, ability to act impartially, ability to work as part of a group, and capacity to serve.</i></p>	21a	New Councillor and refresher training to be provided to include – Appropriate selection of committee members, in order that this can be taken account of by political groups when establishing their committee representation.	Summer 2023	MT1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<p><i>Authorities should not take into account a member's perceived level of support for or opposition to a particular political party (notwithstanding the wider legal requirement for proportionality)</i></p> <p><i>Members invariably have different skill-sets. What an authority must consider when forming a committee is that, as a group, it possesses the requisite expertise, commitment and ability to act impartially to fulfil its functions.</i></p>	21b	A programme of ongoing scrutiny skills training to be developed for delivery to O&S Councillors throughout municipal year 2023/24.	Summer 2023 – May 2024	MT3
<p><i>Authorities are reminded that members of the executive cannot be members of a scrutiny committee. Authorities should take care to ensure that, as a minimum, members holding less formal executive positions, e.g. as Cabinet assistants, do not sit on scrutinising committees looking at portfolios to which those roles relate. Authorities should articulate in their constitutions how conflicts of interest, including familial links between executive and scrutiny responsibilities should be managed, including where members stand down from the executive and move to a scrutiny role, and vice-versa.</i></p>	22a	Review Constitution rules for clarity on the principle of Executive lead members sitting on O&S referral to Constitution Review Working Group for consideration.	Autumn/ Winter 2023	CR1
	22b	Review constitution to consider providing further clarity on how to manage conflicts of interest, including when Councillors move between roles - referral to Constitution Review Working Group for consideration.	Autumn/ Winter 2023	CR1
<b>Selecting a chair</b>				
<p><i>The Chair plays a leadership role on a scrutiny committee as they are largely responsible for establishing its profile, influence and ways of working.</i></p> <p><i>The attributes authorities should and should not take into account when selecting individual committee members also apply to the selection of the Chair, but the Chair should also possess the ability</i></p>	23a	New Councillor and refresher training to be provided to include – Appropriate selection of committee chairs, in order that this can be taken account of by political groups when establishing their proposed chair nominees	Summer 2023	MT1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>to lead and build a sense of teamwork and consensus among committee members.</i>	23b	O&S Chaining skills training to be delivered to include - leadership skills.	Summer/ Autumn 2023	MT2
<i>Given their pre-eminent role on the scrutiny committee, it is strongly recommended that the Chair not preside over scrutiny of their relatives</i>	24	Review constitution to consider providing further clarity on the Chair not presiding over scrutiny of relatives- referral to Constitution Review Working Group for consideration.	Autumn/ Winter 2023	CR1
<i>The method for selecting a Chair is for each authority to decide for itself, however every authority should consider taking a vote by secret ballot.</i>	25a	Secret ballot method vote for Chair and Vice Chair is already in place within constitution at Meeting Procedure Rule 19.	Complete	CR1
	25b	See 8c above 'opposition chairs'	Autumn/ Winter 2023	CR1
<b>The role of the chair</b>				
<i>Chairs should pay special attention to the need to guard the committee's independence. Importantly, however, they should take care to avoid the committee being, and being viewed as, a de facto opposition to the executive.</i>	26	O&S Chaining skills training to be delivered to include – independence of O&S, and the need to avoid de facto opposition role.	Summer/ Autumn 2023	MT2
<b>Training for committee members</b>				
<i>Authorities should ensure committee members are offered induction when they take up their role and ongoing training so they can carry out their responsibilities effectively. Authorities should pay attention to the need to ensure committee members are aware of their legal powers, and how to prepare for and ask relevant questions at scrutiny sessions.</i>  <i>When deciding on training requirements for committee members, authorities should consider taking advantage of opportunities offered by external providers in the sector.</i>	27a	See action 2a above - new Councillor and refresher training on statutory powers of O&S	Summer 2023	MT1
	27b	A programme of ongoing scrutiny skills training to be developed for delivery to O&S Councillors throughout municipal year 2023/24, to include – questioning skills training.	Summer 2023 – May 2024	MT3

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Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
	27c	Training to be delivered by external facilitators as appropriate and according to budget available	Summer 2023 – May 2024	MT3
<p><i>While members and their support officers will often have significant local insight and an understanding of local people and their needs, the provision of outside expertise can be invaluable. There are two principal ways to procure this:</i></p> <ul style="list-style-type: none"> <li>• <i>Co-option – formal co-option is provided for in legislation. Authorities must establish a co-option scheme to determine how individuals will be co-opted onto committees; and</i></li> <li>• <i>Technical advisers – depending on the subject matter, independent local experts might exist who can provide advice and assistance in evaluating evidence</i></li> </ul>	28a	Facility to use external experts by O&S is already set out in constitution at Article 6, Rule 6.6.	Complete	CR1
	28b	<p>Consideration be given to the appropriate use of external experts at the scoping stage of O&amp;S work.</p> <p>– In annual work programming for O&amp;S Committees and ongoing, during work programming discussions at each meeting.</p>	Summer 2023	WS1
<b>Powers to Access Information</b>				
<p><i>A scrutiny committee needs access to relevant information the authority holds, and to receive it in good time, if it is to do its job effectively.</i></p> <p><i>This need is recognised in law, with members of scrutiny committees enjoying powers to access information. In particular, regulations give enhanced powers to a scrutiny member to access exempt or confidential information. This is in addition to existing rights for councillors to have access to information to perform their duties, including common law rights to request information and rights to request information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004.</i></p> <p><i>When considering what information scrutiny needs in order to carry out its work, scrutiny members and the executive should consider scrutiny's role and the legal rights that committees and their individual members have, as well as their need to receive timely and accurate information to carry out their duties effectively.</i></p>	29a	Enhanced rights of O&S in relation to access to information are already set out in Constitution at Access to Information Procedure Rule 24.	Complete	CR1
	29b	New Councillor and refresher training to be provided to include – enhanced rights of O&S in relation to access to information	Summer 2023	MT1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<p><i>Scrutiny members should have access to a regularly available source of key information about the management of the authority – particularly on performance, management and risk. Where this information exists, and scrutiny members are given support to understand it, the potential for what officers might consider unfocused and unproductive requests is reduced as members will be able to frame their requests from a more informed position.</i></p>	30a	Develop a library of O&S oversight information, provided in an online format for Councillors to access independently, to include - Performance, Management, Finance, Risk, Complaints, Business Cases and Ombudsman information. This will assist in 'horizon scanning' to enhance the effectiveness of O&S work planning.	Winter 23/ Spring 24	L1
	30b	A programme of ongoing scrutiny skills training to be developed for delivery to O&S Councillors throughout municipal year 2023/24, to include – Interpretation performance, management and risk information, and its application to O&S work programming.	Summer 2023 – May 2024	MT3
<p><i>Officers should speak to scrutiny members to ensure they understand the reasons why information is needed, thereby making the authority better able to provide information that is relevant and timely, as well as ensuring that the authority complies with legal requirements.</i></p> <p><i>Regulations already stipulate a timeframe for executives to comply with requests from a scrutiny member. When agreeing to such requests, authorities should:</i></p> <ul style="list-style-type: none"> <li><i>• consider whether seeking clarification from the information requester could help better target the request; and</i></li> <li><i>• Ensure the information is supplied in a format appropriate to the recipient's needs.</i></li> </ul>	31	Support scrutiny committees to be clear in identifying information needs and to scope larger pieces of work effectively so that information expectations can be met by officers and executive members.  – In annual work programming for O&S Committees and ongoing, during work programming discussions at each meeting.	Summer 2023	WS1
<p><i>While each request for information should be judged on its individual merits, authorities should adopt a default position of sharing the information they hold, on request, with scrutiny committee members.</i></p>	32	Officer refresher training to be provided to include – Default position of sharing information with O&S	Autumn 2023	OT1



## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>The law recognises that there might be instances where it is legitimate for an authority to withhold information and places a requirement on the executive to provide the scrutiny committee with a written statement setting out its reasons for that decision. However, members of the executive and senior officers should take particular care to avoid refusing requests, or limiting the information they provide, for reasons of party political or reputational expediency. Before an authority takes a decision not to share information it holds, it should give serious consideration to whether that information could be shared in closed session</i>	33a	Situations where information may be withheld from O&S, and actions to communicate this, are already set out in the Constitution at Access to Information Procedure Rule 24.	Complete	CR1
	33b	New Councillor and refresher training to be provided to include – Default position of sharing information with O&S, and situations where information may be withheld.	Summer 2023	MT1
	33c	Officer refresher training to be provided to include – Default position of sharing information with O&S, and situations where information may be withheld.	Autumn 2023	OT1
<i>Committees should be aware of their legal power to require members of the executive and officers to attend before them to answer questions. It is the duty of members and officers to comply with such requests.</i>	34a	Requirement for Cabinet members and officers to attend O&S when requested is already set out in constitution at O&S Procedure Rule 9.	Complete	CR1
	34b	Identification of attendees and formal requests to Cabinet and officers to attend is required by the constitution and an embedded practice.	Complete	WS1
	34c	Portfolio Holders attend O&S meetings in response to requests, or send deputies.	Ongoing request to Cabinet	C1
	34d	New Councillor and refresher training to be provided to include – Requirement of Cabinet members and officers to attend scrutiny when requested	Summer 2023	MT1
	34e	Officer refresher training to be provided to include –	Autumn 2023	OT1



## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
		Requirement of Cabinet members and officers to attend scrutiny when requested		
<b>Seeking information from external organisations</b>				
<i>Scrutiny members should also consider the need to supplement any authority-held information they receive with information and intelligence that might be available from other sources, and should note in particular their statutory powers to access information from certain external organisations</i>	35	Develop a library of O&S oversight information, provided in an online format for Councillors to access independently, to include - Information from external organisations, as appropriate, to support individual work items and annual work programming	Winter 23/ Spring 24	L1
<i>When asking an external organisation to provide documentation or appear before it, and where that organisation is not legally obliged to do either, scrutiny committees should consider the following:</i>  <i>a) The need to explain the purpose of scrutiny – the organisation being approached might have little or no awareness of the committee's work, or of an authority's scrutiny function more generally, and so might be reluctant to comply with any request;</i>  <i>b) The benefits of an informal approach – individuals from external organisations can have fixed perceptions of what an evidence session entails and may be unwilling to subject themselves to detailed public scrutiny if they believe it could reflect badly on them or their employer. Making an informal approach can help reassure an organisation of the aims of the committee, the type of information being sought and the manner in which the evidence session would be conducted;</i>  <i>c) How to encourage compliance with the request – scrutiny committees will want to frame their approach on a case by case basis. For contentious issues, committees might want to emphasise the opportunity their request gives the organisation to 'set the record straight' in a public setting; and</i>	36a	Guidelines for scrutinising external organisations is already included within the Council's Constitution at O&S Procedure Rule 10.	Complete	CR1
	36b	Develop a user friendly protocol to assist committees with approaching, preparing for and scrutinising external organisations.	Spring 2024	P1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>d) Who to approach – a committee might instinctively want to ask the Chief Executive or Managing Director of an organisation to appear at an evidence session, however it could be more beneficial to engage front-line staff when seeking operational-level detail rather than senior executives who might only be able to talk in more general terms. When making a request to a specific individual, the committee should consider the type of information it is seeking, the nature of the organisation in question and the authority's pre-existing relationship with it.</i>				
<b>Following 'the Council Pound'</b>				
<p><i>Scrutiny committees will often have a keen interest in 'following the council pound', i.e. scrutinising organisations that receive public funding to deliver goods and services.</i></p> <p><i>Authorities should recognise the legitimacy of this interest and, where relevant, consider the need to provide assistance to scrutiny members and their support staff to obtain information from organisations the council has contracted to deliver services. In particular, when agreeing contracts with these bodies, authorities should consider whether it would be appropriate to include a requirement for them to supply information to or appear before scrutiny committees</i></p>	37	Officer refresher training to be provided to include – Support to scrutiny committees in respect of scrutinising organisations that receive public funding to deliver goods and services	Autumn 2023	OT1
<b>Planning Work</b>				
<i>Effective scrutiny should have a defined impact on the ground, with the committee making recommendations that will make a tangible difference to the work of the authority. To have this kind of impact, scrutiny committees need to plan their work programme, i.e. draw up a long-term agenda and consider making it flexible enough to accommodate any urgent, short-term issues that might arise during the year.</i>	38a	O&S committees agree a work programme annually drawing ideas from relevant sources, that enables reports to be prepared and brought to the committee in a timely way.	In annual work programming for O&S Committees – Summer 2023	WS1
	38b	Work programmes are based on realistic assessment of resources available to O&S, also retaining capacity for some arising issues to be accommodated.	In annual work programming for O&S	R1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
			Committees – Summer 2023	
	38c	New Councillor and refresher training to be provided to include – Effective O&S Work programming and best use of resources	Summer 2023	MT1
	38d	Feedback is gathered on O&S outputs and a tool developed to measure the success of O&S.	Spring 2024	P1
<i>Authorities with multiple scrutiny committees sometimes have a separate work programme for each committee. Where this happens, consideration should be given to how to co-ordinate the various committees' work to make best use of the total resources available.</i>	39a	Each O&S committee may establish separate work plans, with responsibility for monitoring use of resource across all work plans sitting with O&S Chairs. This is set out in the Constitution at O&S Procedure Rules 2 and 3.	Complete	CR1
	39b	Establish calendar of meeting dates for O&S chairs to include collective leadership monitoring of O&S resource	Summer 2023	CM1
<b>Being clear about scrutiny's role</b>				
<p><i>Scrutiny works best when it has a clear role and function. This provides focus and direction. While scrutiny has the power to look at anything which affects 'the area, or the area's inhabitants', authorities will often find it difficult to support a scrutiny function that carries out generalised oversight across the wide range of issues experienced by local people, particularly in the context of partnership working. Prioritisation is necessary, which means that there might be things that, despite being important, scrutiny will not be able to look at.</i></p> <p><i>Different overall roles could include having a focus on risk, the authority's finances, or on the way the authority works with its partners.</i></p> <p><i>Applying this focus does not mean that certain subjects are 'off limits'. It is more about looking at topics and deciding whether their</i></p>	40	See actions 4a, b and c above – O&S 'focus', working methods and terms of reference.	Summer 2023	WS1/ WM1/ TOR1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>relative importance justifies the positive impact scrutiny's further involvement could bring.</i>				
<i>When thinking about scrutiny's focus, members should be supported by key senior officers. The statutory scrutiny officer, if an authority has one, will need to take a leading role in supporting members to clarify the role and function of scrutiny, and championing that role once agreed.</i>	41a	Senior officers and the statutory scrutiny officer support committees in selecting priorities that are of relevance and can add value to the organisation.  – In annual work programming for O&S Committees and ongoing, during work programming discussions at each meeting.	Summer 2023	WS1
	41b	Statutory scrutiny officer to ensure that scrutiny priorities are promoted to Executive members and the wider officer corps via Corporate Management Board and information sharing with Cabinet members.	Following annual work programming – Summer 2023	WS1
<b>Who to speak to</b>				
<i>Evidence will need to be gathered to inform the work programming process. This will ensure that it looks at the right topics, in the right way and at the right time. Gathering evidence requires conversations with:</i> <ul style="list-style-type: none"> <li><i>The public -</i></li> </ul> <i>It is likely that formal 'consultation' with the public on the scrutiny work programme will be ineffective. Asking individual scrutiny members to have conversations with individuals and groups in their own local areas can work better. Insights gained from the public through individual pieces of scrutiny work can be fed back into the work programming process. Listening to and participating in conversations in places where local people come together, including in online forums, can help authorities engage people on their own terms and yield more positive results</i>	42a	New Councillor and refresher training to be provided to include – Sources of input to annual work programming, to include community insight to their scrutiny work, partner information and Cabinet forthcoming priorities	Summer 2023	MT1
	42b	See 3C above – use of community insight in O&S work	In annual work programming for O&S Committees - Summer 2023	CI1
	42c	Statutory scrutiny officer to work with communications team to establish how scrutiny can promote its work priorities and gather public insight. To include proactive work with	Spring 2024	COM1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<p><i>Authorities should consider how their communications officers can help scrutiny engage with the public, and how wider internal expertise and local knowledge from both members and officers might make a contribution.</i></p> <ul style="list-style-type: none"> <li><i>The authority's partners –</i></li> </ul> <p><i>relationships with other partners should not be limited to evidence-gathering to support individual reviews or agenda items. A range of partners are likely to have insights that will prove useful:</i></p> <ul style="list-style-type: none"> <li><i>o Public sector partners (like the NHS and community safety partners, over which scrutiny has specific legal powers);</i></li> <li><i>o Voluntary sector partners;</i></li> <li><i>o Contractors and commissioning partners (including partners in joint ventures and authority-owned companies);</i></li> <li><i>o In parished areas, town, community and parish councils;</i></li> <li><i>o Neighbouring principal councils (both in two-tier and unitary areas);</i></li> <li><i>o Cross-authority bodies and organisations, such as Local Enterprise Partnerships; and</i></li> <li><i>o Others with a stake and interest in the local area – large local employers, for example.</i></li> </ul> <ul style="list-style-type: none"> <li><i>The executive –</i></li> </ul> <p><i>a principal partner in discussions on the work programme should be the executive (and senior officers). The executive should not direct scrutiny's work, but conversations will help scrutiny members better understand how their work can be designed to align with</i></p>		communications team in Spring 2024 to gather public insight to inform future annual work programming in Summer 2024.		
	42d	<p>See 35 above:</p> <p>Develop a library of O&amp;S oversight information, provided in an online format for Councillors to access independently, to include -</p> <p>Information from external organisations, as appropriate, to support individual work items and annual work programming</p>	Winter 23/ Spring 24	L1
	42e	Cabinet is asked to provide input to annual O&S work programming to indicate forthcoming areas of work where O&S can add value.	In annual work programming for O&S Committees – Summer 2023	C1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>the best opportunities to influence the authority's wider work.</i>	42f	See 7b above:  The Cabinet Forward Plan is regularly updated with sufficient notice of forthcoming priorities to enable O&S to engage effectively at an early stage in policy shaping	Ongoing request to Cabinet	C1
	42g	See 7c above:  Role descriptions to be developed for Councillors in leading O&S roles to clarify expectation that scrutiny chairs establish informal working arrangements with relevant Portfolio Holders to ensure scrutiny can be informed of Cabinet priorities in a timely way.	Summer 2023	RD1
<b>Information sources</b>				
<p><i>Scrutiny will need access to relevant information to inform its work programme. The type of information will depend on the specific role and function scrutiny plays within the authority, but might include:</i></p> <ul style="list-style-type: none"> <li><i>• Performance information from across the authority and its partners;</i></li> <li><i>• Finance and risk information from across the authority and its partners;</i></li> <li><i>• Corporate complaints information, and aggregated information from political groups about the subject matter of members' surgeries;</i></li> <li><i>• Business cases and options appraisals (and other planning information) for forthcoming major decisions. This information will be of particular use for pre -decision scrutiny; and</i></li> <li><i>• Reports and recommendations issued by relevant ombudsmen, especially the Local Government and Social Care Ombudsman.</i></li> </ul> <p><i>As committees can meet in closed session, commercial confidentiality should not preclude the sharing of information. Authorities should note, however, that the default for meetings should be that they are held in public</i></p>	43a	See 30a above: Develop a library of O&S oversight information, provided in an online format for Councillors to access independently, to include - Performance, Management, Finance, Risk, Complaints, Business Cases and Ombudsman information. This will assist in 'horizon scanning' to enhance the effectiveness of O&S work planning.	Winter 23/ Spring 24	L1
	43b	Presumption is made that library of information for O&S Councillors is public, with non public information shared in appropriate alternative environment to ensure Councillors can remain informed.	Winter 23/ Spring 24	L1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>Scrutiny members should consider keeping this information under regular review. It is likely to be easier to do this outside committee, rather than bringing such information to committee 'to note', or to provide an update, as a matter of course.</i>	44	Support committees to work in more diverse ways to maintain oversight of key information, including circulating information outside of meetings and the use of rapporteurs or champions for particular topics. This will free up committee resource for value added scrutiny.	In annual work programming for O&S Committees – Summer 2023	WM1
<b>Shortlisting topics</b>				
<i>Approaches to shortlisting topics should reflect scrutiny's overall role in the authority. This will require the development of bespoke, local solutions, however when considering whether an item should be included in the work programme, the kind of questions a scrutiny committee should consider might include:</i> <ul style="list-style-type: none"> <li>• Do we understand the benefits scrutiny would bring to this issue?</li> <li>• How could we best carry out work on this subject?</li> <li>• What would be the best outcome of this work?</li> <li>• How would this work engage with the activity of the executive and other decision-makers, including partners?</li> </ul>	45a	Extend the use of the 'scrutiny request form' already in place for commissioned items, to encourage consideration of the value to be added by all reports, such as scrutiny's consideration of Cabinet pre-decision items and officer proposed items.  – In annual work programming for O&S Committees and ongoing, during work programming discussions at each meeting.	Summer 2023	WS1
<i>Some authorities use scoring systems to evaluate and rank work programme proposals. If these are used to provoke discussion and debate, based on evidence, about what priorities should be, they can be a useful tool. Others take a looser approach. Whichever method is adopted, a committee should be able to justify how and why a decision has been taken to include certain issues and not others.</i>				
	45b	Review 'scrutiny request form' and update as appropriate to incorporate all suggested areas referenced in O&S guidance.	Summer 2023	P1
<i>Scrutiny members should accept that shortlisting can be difficult; scrutiny committees have finite resources and deciding how these are best allocated is tough. They should understand that, if work programming is robust and effective, there might well be issues that they want to look at that nonetheless are not selected.</i>	45c	See 18c above:  As required by the constitution, all requests for O&S work are considered by Committees against the current resource levels available to support the request	Immediate, as arising, and in annual work programming for O&S Committees – Summer 2023	R1



## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<b>Carrying out work</b>				
<p><b>Selected topics can be scrutinised in several ways, including:</b></p> <p><i>a) As a single item on a committee agenda – this often presents a limited opportunity for effective scrutiny, but may be appropriate for some issues or where the committee wants to maintain a formal watching brief over a given issue;</i></p> <p><i>b) At a single meeting – which could be a committee meeting or something less formal. This can provide an opportunity to have a single public meeting about a given subject, or to have a meeting at which evidence is taken from a number of witnesses;</i></p> <p><i>c) At a task and finish review of two or three meetings – short, sharp scrutiny review are likely to be most effective even for complex topics. Properly focused, they ensure members can swiftly reach conclusions and make recommendations, perhaps over the course of a couple of months or less;</i></p> <p><i>d) Via a longer-term task and finish review – the ‘traditional’ task and finish model – with perhaps six or seven meetings spread over a number of months – is still appropriate when scrutiny needs to dig into a complex topic in significant detail. However, the resource implications of such work, and its length, can make it unattractive for all but the most complex matters; and</i></p> <p><i>e) By establishing a ‘standing panel’ – this falls short of establishing a whole new committee but may reflect a necessity to keep a watching brief over a critical local issue, especially where members feel they need to convene regularly to carry out that oversight. Again, the resource implications of this approach means that it will be rarely used</i></p>	46a	Methods of carrying out O&S work are set out within the Constitution at Article 6, Rule 6.9.	Complete	CR1
	46b	Support committees to actively consider diverse ways of working other than committee reports to secure most effective outputs	In annual work programming for O&S Committees – Summer 2023	WM1
	46c	Review and develop task and finish/ working group scoping document, protocol and joint working group protocol	Spring 2024	P1



## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<b>Evidence sessions</b>				
<p><i>Evidence sessions are a key way in which scrutiny committees inform their work. They might happen at formal committee, in less formal 'task and finish' groups or at standalone sessions.</i></p> <p><i>Good preparation is a vital part of conducting effective evidence sessions. Members should have a clear idea of what the committee hopes to get out of each session and appreciate that success will depend on their ability to work together on the day.</i></p>	47	Consider the appropriateness of conducting evidence sessions to scrutinise particular topics when planning annual work programmes. These will need proactive planning to ensure that sufficient resource can be made available to support effective sessions.	In annual work programming for O&S Committees – Summer 2023	WM1
<b>How to plan</b>				
<p><i>Effective planning does not necessarily involve a large number of pre-meetings, the development of complex scopes or the drafting of questioning plans. It is more often about setting overall objectives and then considering what type of questions (and the way in which they are asked) can best elicit the information the committee is seeking. This applies as much to individual agenda items as it does for longer evidence sessions – there should always be consideration in advance of what scrutiny is trying to get out of a particular evidence session.</i></p>	48	New Councillor and refresher training to be provided to include – Evidence led approach to O&S, and how to conduct an effective evidence session	Summer 2023	MT1
<p><i>Chairs play a vital role in leading discussions on objective-setting and ensuring all members are aware of the specific role each will play during the evidence session.</i></p> <p><i>As far as possible there should be consensus among scrutiny members about the objective of an evidence session before it starts. It is important to recognise that members have different perspectives on certain issues, and so might not share the objectives for a session that are ultimately adopted. Where this happens, the Chair will need to be aware of this divergence of views and bear it in mind when planning the evidence session.</i></p>	49	O&S Chairing skills training to be delivered to include how to plan for and lead evidence sessions, establish aims and manage different objectives from committee members	Summer/Autumn 2023	MT2
<p><i>Effective planning should mean that at the end of a session it is relatively straightforward for the chair to draw together themes and highlight the key findings. It is unlikely that the committee will be able to develop and agree recommendations immediately, but,</i></p>	50	O&S Chairing skills training to be delivered to include how to draw together themes and highlight key findings at the end of evidence sessions – this approach to be extended to all O&S	Summer/Autumn 2023	MT2

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<p><i>unless the session is part of a wider inquiry, enough evidence should have been gathered to allow the chair to set a clear direction.</i></p> <p><i>After an evidence session, the committee might wish to hold a short 'wash-up' meeting to review whether their objectives were met and lessons could be learned for future sessions</i></p>		work items to ensure Chairs can provide transparent summary of discussions.		
<b>Developing recommendations</b>				
<p><i>The development and agreement of recommendations is often an iterative process. It will usually be appropriate for this to be done only by members, assisted by co-optees where relevant. When deciding on recommendations, however, members should have due regard to advice received from officers, particularly the Monitoring Officer.</i></p> <p><i>The drafting of reports is usually, but not always, carried out by officers, directed by members.</i></p>	51a	Officer refresher training to be provided to include – Officers to provide timely, transparent advice to committees in all areas of O&S work, as appropriate.	Autumn 2023	OT1
	51b	For longer pieces of O&S work, a lead officer to be identified at the scoping stage who will support report drafting - include this within relevant protocols listed at 46c above.	Immediate, as arising (WS1/R1)  Protocol review Spring 2024 (P1)	WS1/R1/P1
<p><i>Authorities draft reports and recommendations in a number of ways, but there are normally three stages:</i></p> <p><i>i. the development of a 'heads of report' – a document setting out general findings that members can then discuss as they consider the overall structure and focus of the report and its recommendations;</i></p> <p><i>ii. The development of those findings, which will set out some areas on which recommendations might be made; and</i></p> <p><i>iii. the drafting of the full report.</i></p> <p><i>Recommendations should be evidence-based and SMART, i.e. specific, measurable, achievable, relevant and timed. Where appropriate, committees may wish to consider sharing them in draft with interested parties.</i></p>	52	New Councillor and refresher training to be provided to include – Consideration of appropriate recommendations and reporting route for O&S work, to include consideration of what SMART recommendations may look like. Consideration of this to take place at the scoping stage of O&S work, to ensure scope is clear enough and to provide an indication of the value that is likely to be added by the work undertaken.	Summer 2023	MT1

## Overview and Scrutiny Action Plan 2023-24

Relevant Extract from Statutory Guidance on O&S	ID	Action for BCP Council	RAG and timescales	Code
<i>Committees should bear in mind that often six to eight recommendations are sufficient to enable the authority to focus its response, although there may be specific circumstances in which more might be appropriate.</i>				
<i>Sharing draft recommendations with executive members should not provide an opportunity for them to revise or block recommendations before they are made. It should, however, provide an opportunity for errors to be identified and corrected, and for a more general sense-check</i>	53	New Councillor and refresher training to be provided to include – The role of executive member consultation during draft reporting stages.	Summer 2023	MT1

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## CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>Forward Plan</b>
Meeting date	6 June 2023
Status	Public Report
Executive summary	The Children's Services Overview and Scrutiny (O&S) Committee is asked to consider and identify work priorities for its next meeting pending a wider review of its Forward Plan in dedicated workshop.
<b>Recommendations</b>	<p><b>It is RECOMMENDED that:</b></p> <p><b>the O&amp;S Committee consider and agree any priorities for its next meeting, for subsequent publication in a Forward Plan.</b></p>
Reason for recommendations	The Council's Constitution requires all Overview and Scrutiny Committees to set out proposed work in a Forward Plan which will be published with each agenda

Portfolio Holder(s):	N/A – O&S is a non-executive function
Corporate Director	Graham Farrant, Chief Executive
Report Authors	Lindsay Marshall, Overview and Scrutiny Specialist
Wards	Council-wide
Classification	For Decision

## Background

1. All Overview and Scrutiny (O&S) Committees are required by the Constitution to consider work priorities and set these out in a Forward Plan. When approved, this should be published with each agenda. It is good practice for the Forward Plan to be kept under regular review by the Committee, and in this report members are asked to discuss and agree work priorities for the next meeting to allow sufficient time for report preparation as appropriate.
2. Forward planning workshops are planned to take place for all O&S Committees between the first and second meetings of the committee meeting cycle, with workshop dates to be determined at time of writing this report. Committee members are therefore advised that minimal Forward Plan review is required at this stage and a more in-depth review, to plan work for the whole municipal year, may take place at the workshops.
3. The Children's Services O&S Committee has a Forward Plan in place, adopted by the previous membership of the Committee prior to the May 2023 elections. Committee members are provided with this for information at Appendix B and may wish to follow or amend this plan pending the forward planning workshop.
4. For guidance, the following documents are appended to this report:
  - Appendix A -Terms of Reference for all O&S Committees
  - Appendix B - Current Children's Services O&S Committee Forward Plan
  - Appendix C – Request for consideration of an issue by Overview and Scrutiny
  - Appendix D - Current Cabinet Forward Plan

## BCP Constitution and process for agreeing Forward Plan items

5. The Constitution requires that the Forward Plan of O&S Committees shall consist of work aligned to the principles of the function. The BCP Council O&S function is based upon six principles:
  - Contributes to sound decision making in a timely way by holding decision makers to account as a 'critical friend';
  - A member led and owned function – seeks to continuously improve through self-reflection and development;
  - Enables the voice and concerns of the public to be heard and reflected in the Council's decision-making process;

- Engages in decision making and policy development at an appropriate time to be able to have influence;
  - Contributes to and reflects the vision and priorities of the Council;
  - Agility – able to respond to changing and emerging priorities at the right time with flexible working methods.
6. The O&S Committee may take suggestions from a variety of sources to form its Forward Plan. This may include suggestions from members of the public, officers of the Council, Portfolio Holders, the Cabinet and Council, members of the O&S Committee, and other Councillors who are not on the Committee.
  7. The Constitution requires that all suggestions for O&S work will be accompanied by detail outlining the background to the issue suggested, the proposed method of undertaking the work and likely timescale associated, and the anticipated outcome and value to be added by the work proposed. No item of work shall join the Forward Plan of the O&S Committee without an assessment of this information.
  8. Any Councillor may request that an item of business be considered by an O&S Committee. Members are asked to complete a form outlining the request, which is appended to this report at Appendix C. The same process will apply to requests for scrutiny from members of the public.
  9. A copy of the most recent Cabinet Forward Plan will be supplied to O&S Committees at each meeting for reference. The latest version was published on 23 May 2023 and is supplied as Appendix D to this report.

### **Resources to support O&S work**

10. The Constitution requires that the O&S Committees take into account the resources available to support their proposals for O&S work. This includes consideration of Councillor availability, Officer time and financial resources. Careful and regular assessment of resources will ensure that there is appropriate resource available to support work across the whole O&S function, and that any work established can be carried out in sufficient depth and completed in a timely way to enable effective outcomes.
11. It is good practice for O&S Committees to agree a maximum of two substantive agenda items per meeting. This will provide sufficient time for Committees to take a 'deep dive' approach to scrutiny work, which is likely to provide more valuable outcomes. A large amount of agenda items can lead to a 'light touch' approach to all items of business, and also limit the officer and Councillor resource available to plan for effective scrutiny of selected items.
12. O&S Committees are advised to carefully select their working methods to ensure that O&S resource is maximised. A variety of methods are available for O&S Committees to undertake work and are not limited to the receipt of reports at Committee meetings. These may include:
  - Working Groups;
  - Sub-Committees;
  - Tak and finish groups;
  - Inquiry Days;

- Rapporteurs (scrutiny member champions);
- Consideration of information outside of meetings – including report circulation/ briefing workshops/ briefing notes.

Further detail on O&S working methods are set out in the Constitution and in Appendix A – Terms of Reference for O&S Committees.

13. Bodies commissioned by an O&S Committee (such as Sub-Committees or Working Groups) may have conferred upon them the power to act on behalf of the parent body in considering issues within the remit of the parent body and making recommendations directly to Portfolio Holders, Cabinet, Council or other bodies or people within the Council or externally as appropriate.

### **Options Appraisal**

14. The Committee is asked to agree work priorities for the next meeting, taking account of the supporting documents provided. This will ensure member ownership of the Committee Forward Plan by newly elected members to the Committee, and that reports can be prepared in a timely way, as appropriate.
15. Should the Committee not agree priorities for its next meeting, reports may not be able to be prepared in a timely way and best use of the meeting resource may not be made.

### **Summary of financial implications**

16. There are no direct financial implications associated with this report. The Committee should note that when establishing a Forward Plan, the Constitution requires that account be taken of the resources available to support proposals for O&S work. Advice on maximising the resource available to O&S Committees is set out in paragraphs 10 to 13 above.

### **Summary of legal implications**

17. The Council's Constitution requires all O&S Committees to set out proposed work in a Forward Plan which will be published with each agenda. The recommendation proposed in this report will fulfil this requirement.

### **Summary of human resources implications**

18. There are no human resources implications arising from this report.

### **Summary of sustainability impact**

19. There are no sustainability resources implications arising from this report.

### **Summary of public health implications**

20. There are no public health implications arising from this report.

### **Summary of equality implications**

21. There are no equality implications arising from this report. Any member of the public may make suggestions for Overview and Scrutiny work. Further detail on this process is included within Part 4 of the Council's Constitution.



**Summary of risk assessment**

22. There is a risk of challenge to the Council if the Constitutional requirement to establish and publish a Forward Plan is not met.

**Background papers**

None

**Appendices**

Appendix A – Overview and Scrutiny Committees Terms of Reference

Appendix B - Current Children's Services O&S Committee Forward Plan

Appendix C – Request for consideration of an issue by Overview and Scrutiny

Appendix D – Current Cabinet Forward Plan

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## **BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL**

### **OVERVIEW AND SCRUTINY COMMITTEES TERMS OF REFERENCE**

Overview and Scrutiny is a statutory role fulfilled by Councillors who are not members of the Cabinet in an authority operating a Leader and Cabinet model. The role of the overview and scrutiny committees is to help develop policy, to carry out reviews of Council and other local services, and to hold decision makers to account.

#### **PRINCIPLES OF OVERVIEW AND SCRUTINY**

The Bournemouth, Christchurch and Poole Overview and Scrutiny function is based upon six principles:

1. Contributes to sound decision making in a timely way by holding decision makers to account as a 'critical friend'.
2. A member led and owned function – seeks to continuously improve through self-reflection and development.
3. Enables the voice and concerns of the public to be heard and reflected in the Council's decision-making process.
4. Engages in decision making and policy development at an appropriate time to be able to have influence.
5. Contributes to and reflects the vision and priorities of the Council.
6. Agile – able to respond to changing and emerging priorities at the right time with flexible working methods.

#### **MEETINGS**

There are four Overview and Scrutiny Committees at BCP Council. Each Committee meets 5 times during the municipal year:

- Corporate and Community Overview and Scrutiny Committee
- Children's Services Overview and Scrutiny Committee
- Health and Adult Social Care Overview and Scrutiny Committee
- Place Overview and Scrutiny Committee

The date and time of meetings will be set by full Council and may only be changed by the Chairman of the relevant Committee in consultation with the Monitoring Officer. Members will adhere to the agreed principles of the Council's Code of Conduct.

Decisions shall be taken by consensus. Where it is not possible to reach consensus, a decision will be reached by a simple majority of those present at the meeting. Where there are equal votes the Chair of the meeting will have the casting vote.

## MEMBERSHIP

The Overview and Scrutiny Committees are appointed by full Council, and each has 11 members. No member of the Cabinet may be a member of the Overview and Scrutiny Committees, or any group established by the Committees. Lead Members of the Cabinet may not be a member of Overview and Scrutiny Committees. The Chair and Vice-Chair of the Audit and Governance Committee may not be a member of any Overview and Scrutiny Committee.

The quorum of the Overview and Scrutiny Committees shall be one third of the total membership (excluding voting and non-voting co-optees).

No member may be involved in scrutinising a decision in which they been directly involved. If a member is unable to attend a meeting their Group may arrange for a substitute to attend in their place in accordance with the procedures as set out in the Council's Constitution.

Members of the public can be invited to attend and contribute to meetings as required, to provide insight to a matter under discussion. This may include but is not limited to subject experts with relevant specialist knowledge or expertise, representatives of stakeholder groups or service users. Members of the public will not have voting rights.

**Children's Services Overview and Scrutiny Committee** - The Committee must statutorily include two church and two parent governor representatives as voting members (on matters related to education) in addition to Councillor members. Parent governor membership shall extend to a maximum period of four years and no less than two years. The Committee may also co-opt one representative from the Academy Trusts within the local authority area, to attend meetings and vote on matters relating to education.

The Committee may also co-opt two representatives of The Youth Parliament and, although they will not be entitled to vote, will ensure that their significant contribution to the work of the Committee is recognised and valued.

## FUNCTIONS OF THE O&S COMMITTEES

Each Overview and Scrutiny Committee is of equal status and has responsibility for:

- Scrutinising decisions of the Cabinet, offering advice or making recommendations, considering decisions that have been called-in,
- Offering any views or advice to the Cabinet or Council in relation to any matter referred to the Committee for consideration;

- General policy reviews, and making recommendations to the Council or the Cabinet to assist in the development of future policies and strategies;
- Assisting the Council in the development of the Budget and Policy Framework by in-depth analysis of policy issues;
- Monitoring the implementation of decisions to examine their effect and outcomes;
- Referring to full Council, the Cabinet or appropriate Committee/Sub-Committee any matter which, following scrutiny a Committee determines should be brought to the attention of the Council, Cabinet or other appropriate Committee;
- Preparation, review and monitoring of a work programme;
- Maintaining oversight of the training needs of the Committee.
- Establishing such commissioned work as appropriate after taking into account the availability of resources, the work programme and the matter under review;

**Figure 1 below provides an outline of the responsibilities of each Committee.**

The remit of the Overview and Scrutiny Committees is based on the division of Portfolio Holder responsibilities. Portfolio Holders may report to more than one Overview and Scrutiny Committee.

Portfolio Holder responsibilities are changeable and from time to time it may be necessary to modify the designation of functions across the four Overview and Scrutiny Committees.

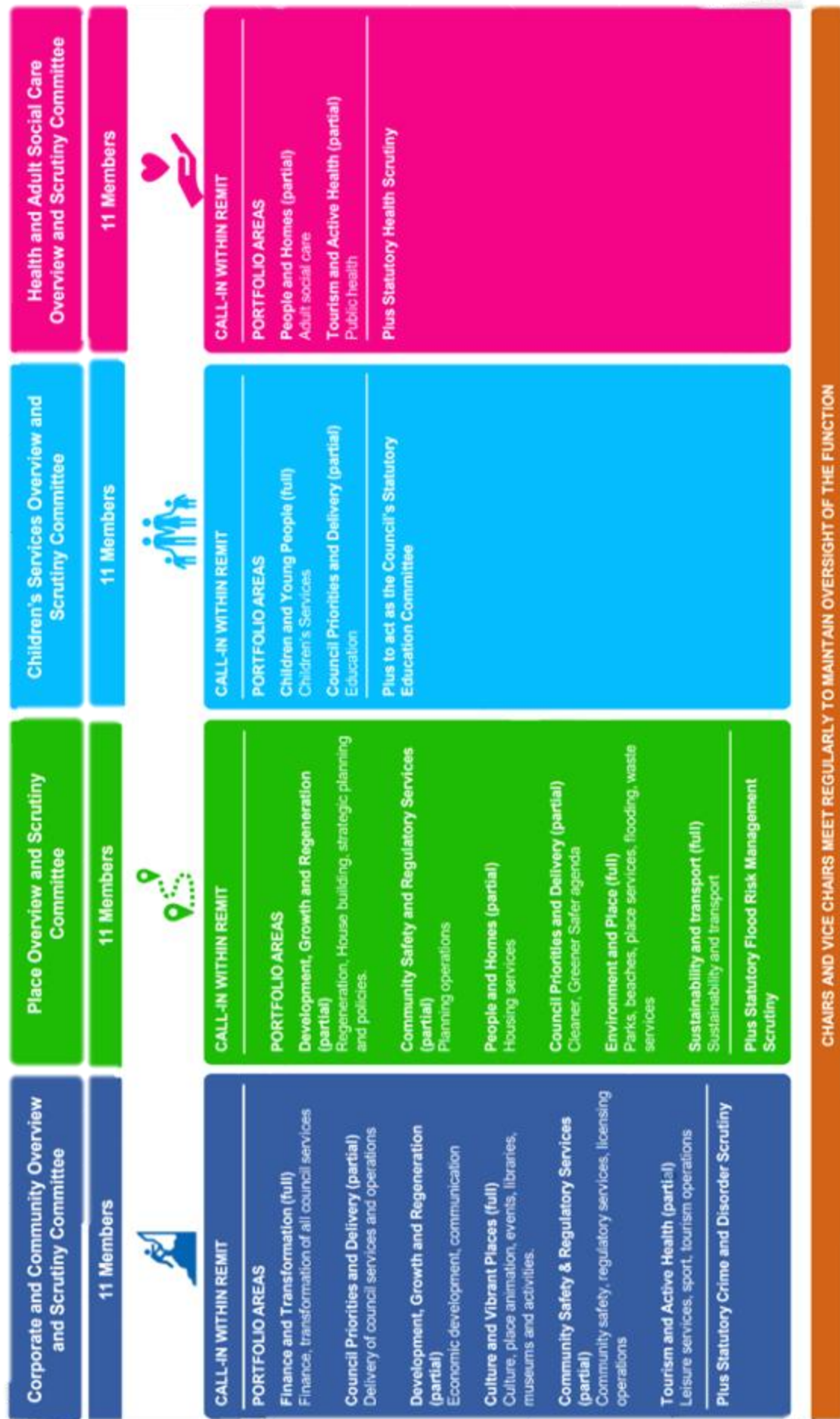


Figure 1 – Overview and Scrutiny Committee Structure, 2023.

## COMMISSIONED WORK

In addition to Committee meetings, the Overview and Scrutiny Committees may commission work to be undertaken as it considers necessary after taking into account the availability of resources, the work programme and the matter under review.

Each Committee is limited to two commissions at a time to ensure availability of resources.

**a) Working Groups** – a small group of Councillors and Officers gathered to consider a specific issue and report back to a full Committee, or make recommendations to Cabinet or Council within a limited timescale. Working Groups usually meet once or twice, and are often non-public;

**b) Sub-Committees** – a group of Councillors delegated a specific aspect of the main Committee's work for ongoing, in-depth monitoring. May be time limited or be required as a long-standing Committee. Sub-Committees are often well suited to considering performance-based matters that require scrutiny oversight. Sub-Committees usually meet in public;

**c) Task and finish groups** – a small group of Councillors tasked with investigating a particular issue and making recommendations on this issue, with the aim of influencing wider Council policy. The area of investigation will be carefully scoped and will culminate in a final report, usually with recommendations to Cabinet or Council. Task and finish groups may work over the course of a number of months and take account of a wide variety of evidence, which can be resource intensive. For this reason, the number of these groups must be carefully prioritised by scrutiny members to ensure the work can progress at an appropriate pace for the final outcome to have influence;

**d) Inquiry Days** – with a similar purpose to task and finish groups, inquiry days seek to understand and make recommendations on an issue by talking to a wide range of stakeholders and considering evidence relating to that issue, within one or two days. Inquiry days have similarities to the work of Government Select Committees. Inquiry days are highly resource intensive but can lead to swift, meaningful outcomes and recommendations that can make a difference to Council policy; and

**e) Rapporteurs or scrutiny member champions** - individual Councillors or pairs of Councillors tasked with investigating or maintaining oversight of a particular issue and reporting back to the main Committee on its findings. A main Committee can use these reports to facilitate its work prioritisation. Rapporteurs will

undertake informal work to understand an issue – such as discussions with Officers and Portfolio Holders, research and data analysis. Rapporteur work enables scrutiny members to collectively stay informed of a wide range of Council activity. This approach to the provision of information to scrutiny members also avoids valuable Committee time being taken up with briefings in favour of more outcome-based scrutiny taking place at Committee.

**These terms of reference should be read in conjunction with the Overview and Scrutiny Procedure Rules outlined in Part 4C of the Council's Constitution.**



## Forward Plan – BCP Children’s Services Overview and Scrutiny Committee

Updated 16 5 23

The following forward plan items are suggested as early priorities to the Children’s Services O&S Committee by the Chair and Vice Chair, following consultation with officers.

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer	Report Information
<b>6 June 2023</b>					
	<b>Youth Justice Plan 2023/24</b>	To enable the Committee to have oversight of the Youth Justice Plan	Committee Report	David Webb, Youth Justice Service Manager	Added by DW on 11/1/23
	<b>Children’s Services Improvement Plan – themed issue – TBC</b>	To enable the Committee to monitor this issue and target scrutiny as required.	Committee Report	TBC	Recurring item
	<b>Brighter Futures Children’s Services Key Performance Indicators (Q4)</b>	To enable the Committee to monitor this issue and target scrutiny as required.	Committee Report	Rina Mistry Head of Performance (Interim) – Children’s Services	Added in consultation with the Chair on 27/6/22
	<b>SEND Mainstream Banding</b>	To enable the Committee to monitor	Committee Report		Added at Committee on 26 July 22

	<b>Subject and background</b>	<b>Anticipated benefits and value to be added by O&amp;S engagement</b>	<b>How will the scrutiny be done?</b>	<b>Lead Officer</b>	<b>Report Information</b>
	<b>Overview and Scrutiny Annual Report</b>	To enable the Committee to consider and comment as required	Committee Report	Lindsay Marshall, Scrutiny Specialist	
<b>19 September 2023</b>					
	<b>SEND Improvement Journey – identify theme – workstream invitation</b>	To enable the Committee to monitor this issue and target scrutiny as required.	Committee Report	Sarah Rempel, Director of Education	Recurring item
	<b>Children’s Services Improvement Plan – themed issue – TBC</b>	To enable the Committee to monitor this issue and target scrutiny as required.	Committee Report	TBC	Recurring item
	<b>Recruitment and retention of BCP Foster Carers</b>	To enable the Committee to monitor this issue and target scrutiny as required.	Committee Report	TBC	Request from Chair – 2/3/23
	<b>Report from the Child Exploitation Working Group</b>	To enable the Committee to receive an update on the work of the working group	Committee Report	Chair of working group and dem services	To report on the work and conclusion of the working group
<b>21 November 2023</b>					
	<b>Childcare Sufficiency Review 23/24</b>	To enable the Committee to monitor this issue and target scrutiny as required.	Committee Report	Darren Buckley, Senior Childcare Sufficiency and Funding Officer	Requested by DB via email on 3/3/23

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer	Report Information
<b>DATE to be allocated</b>					
<b>1.</b>	<b>Safety to and from school</b> <b>ON HOLD</b>	To provide the Committee with an overview	Committee Report	Children's Services and Transportation Services	To be scheduled in 2022.
<b>2.</b>	<b>Annual report from Corporate Parenting Board to include information on Children in Care</b> To include details of any protected characteristics detailed within the Equalities Act	To enable the Committee to maintain oversight of this issue and target scrutiny as required.	Committee Report	Jane White, Director of Children's Services	Delayed at the request of CS Officers due to capacity within Children's Services and the need to prioritise
<b>3.</b>	<b>Child Exploitation</b> To include an update on County Lines and knife crime.	To enable the Committee to maintain oversight of this issue and target scrutiny as required.	Being considered by the CE Working Group	Lynn McIntosh, Strategic Lead Complex Safeguarding and Quality Assurance	

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer	Report Information
4.	<b>All Age Autism Review Project</b>	To enable the Committee to be advised and contribute to this Dorset wide review	TBC	James Greenhalgh, Dorset CCG	Requested by CCG via email on 22/10/21 – chased by dem services on 16/3/22
5.	<b>SEND Mainstream Banding</b>	To enable the Committee to monitor progress	Committee Report in July 2023	TBC	Requested at Committee on 26/7/22
6.	<b>Progress of Harmonisation across Children's Services</b>	To enable the Committee to consider an update on the harmonisation project	Committee Report	Rachel Gravett, Head of QA, Governance and Improvement	Added at meeting with Chair and RG on 15/3/22 – taken of 22 Nov at request of CS
7.	<b>Review of Youth Services</b>	To enable the Committee to scrutinise being consideration by Cabinet	Committee Report	TBC	Requested at Committee on 26/7/22
8.	<b>Progress Report on BMS</b>	To enable the Committee to monitor progress	Committee Report	TBC	Requested at Committee on 20/9/22
9.	<b>Permanent and Fixed Term Exclusions</b>	To enable the Committee to monitor progress	Committee Report	Sarah Rempel, Director of Education	Requested at Committee on 26/7/22 to monitor yearly
10.	<b>Review of alternative Provision</b>	To enable the Committee to consider the outcome of the review	Committee Report	TBC	Requested at Committee on 7/2/23
<b>Information Briefings</b>					

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer	Report Information
	None arranged				
<b>Commissioned Work</b> Work commissioned by the Committee (for example task and finish groups and working groups) is listed below: Note – to provide sufficient resource for effective scrutiny, one item of commissioned work will run at a time. Further commissioned work can commence upon completion of previous work.					
•					
<b>Update Items</b> The following items of information have been requested as updates to the Committee. The Committee may wish to receive these in an alternative to format to Committee updates (e.g. by emailed briefing note outside of the Committee) to reserve capacity in Committee meetings for items of value-added scrutiny.					
•	<b>Child Exploitation</b> To receive updated information at regular intervals on this matter, including how the council has effected positive change in relation to these figures.	To enable the Committee to maintain oversight of this issue and target scrutiny as required.	To be received quarterly. <b>Report to be presented in June 2022</b>	Lynn McIntosh, Strategic Lead Complex Safeguarding and Quality Assurance	
•	<b>Key Performance Indicators (KPIs)</b>	To enable the Committee to maintain oversight of this issue and target scrutiny as required.	To be received quarterly.	Rina Mistry Head of Performance (Interim) –	RG to consider best way to report to CS O&S

	<b>Subject and background</b>	<b>Anticipated benefits and value to be added by O&amp;S engagement</b>	<b>How will the scrutiny be done?</b>	<b>Lead Officer</b>	<b>Report Information</b>
	To receive KPIs to include updates on CMOEs and NEETs			Children's Services	
<b>Annual Reports</b>					
•	<b>Virtual School Head Annual report</b>	To enable the Committee to maintain oversight of this issue and target scrutiny as required.	To be received annually in January.	Kelly Twitchen, Head of Virtual School	
•	<b>School Admissions Arrangements for community and maintained schools</b>	To enable the Committee to maintain oversight of this issue and target scrutiny as required.	To be reported next in Sept or Nov 2022	Sarah Rempel, Director of Education	
•	<b>Youth Offending Service Annual Youth Justice Plan</b>	To enable consideration before approval at Cabinet and Council	June 2023	David Webb, Service Manager, Dorset YJS	
•	<b>Annual Report from CPB to include info on CIC</b>	To provide the Committee with an update on the work being done by the CPB	TBC	TBC	

## Request for consideration of an issue by Overview and Scrutiny

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### **Guidance on the use of this form:**

This form is for use by councillors and members of the public who want to request that an item joins an Overview and Scrutiny agenda. Any issue may be suggested, provided it affects the BCP area or the inhabitants of the area in some way. Scrutiny of the issue can only be requested once in a 12 month period.

The form may also be used for the reporting of a referral item to Overview and Scrutiny by another body of the council, such as Cabinet or Council.

The Overview and Scrutiny Committee receiving the request will make an assessment of the issue using the detail provided in this form and determine whether to add it to its forward plan of work.

They may take a variety of steps to progress the issue, including requesting more information on it from officers of the council, asking for a member of the overview and scrutiny committee to 'champion' the issue and report back, or establishing a small working group of councillors to look at the issue in more detail.

If the Committee does not agree to progress the issue it will set out reasons for this and they will be provided to the person submitting this form.

More information can be found at Part 4.C of the BCP Council Constitution  
<https://democracy.bcpCouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

Please complete all sections as fully as possible

### **1. Issue requested for scrutiny**

### **2. Desired outcome resulting from Overview and Scrutiny engagement, including the value to be added to the Council, the BCP area or its inhabitants.**

**3. Background to the issue**

**4. Proposed method of scrutiny - (for example, a committee report or a working group investigation)**

**5. Key dates and anticipated timescale for the scrutiny work**

**6. Notes/ additional guidance**

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Document last reviewed – January 2022

Contact – [democratic.services@bcpcouncil.gov.uk](mailto:democratic.services@bcpcouncil.gov.uk)



# CABINET FORWARD PLAN – 1 JUNE 2023 TO 30 SEPTEMBER 2023

(PUBLICATION DATE – 23 May 2023)



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What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Outturn Report 2022/23	To provide the financial outturn for 2022/23	No	Cabinet 21 Jun 2023  Council 11 Jul 2023	All Wards			Nicola Webb	Open
Medium Term Financial Plan (MTFP) Update	This report presents the latest medium-term financial plan (MTFP) of the council to reflect government announcements since the February 2022 budget report and updated assumptions.	No	Cabinet 26 Jul 2023  Council 12 Sep 2023	All Wards			Adam Richens	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
End of Year Corporate Performance Report 2022/23	To provide an update on progress delivering the actions set out in the Corporate Strategy and Delivery Plans	No	Cabinet 26 Jul 2023	All Wards			Vicky Edmonds	Open
Award of Gigabit Fibre Neutral Host Operator	Recommendation that Cabinet confirm the appointment of the preferred bidder to the role of BCP Council Gigabit Fibre Neutral Host Operator and to proceed to agreement and formal award.	No	Cabinet 26 Jul 2023	All Wards			Adrian Hale, Chris Shephard	Open
Protecting our Coastal and Open Spaces	to consider recommendations for PSPO following public consultation	No	Cabinet 26 Jul 2023	All Wards			Nananka Randle	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Subsidised Bus Services Review	To consider subsidised bus service reductions required to remain within available budgets.	Yes	Cabinet 6 Sep 2023	All Wards			John McVey	Open
Consultation on the draft Bournemouth, Christchurch and Poole Local Plan	To seek agreement to publish the draft (Pre submission) version of the Bournemouth, Christchurch and Poole Local Plan for consultation prior to the submission of the plan for examination.	Yes	Cabinet 6 Sep 2023  Council 12 Sep 2023	All Wards			Steve Dring, Sam Fox	Open
Housing Strategy - Annual Summary Review		No	Cabinet 25 Oct 2023				Kerry-Marie Ruff	

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Christchurch Bay and Harbour FCERM Strategy	Bournemouth, Christchurch and Poole Council (BCP) and New Forest District Council (NFDC) are working together with the Environment Agency to produce a new strategy to protect coastal communities from tidal flooding and erosion risk. It will guide how the frontage from Hengistbury Head to Hurst Spit, encompassing Christchurch Harbour, will be sustainably managed for the next 100 years.	No	Cabinet 25 Oct 2023	Christchurch Town; East Southbourn e & Tuckton; Highcliffe & Walkford; Mudeford, Stanpit & West Highcliffe	Landowners, BCP residents, businesses, organisations, BCP services	Several levels of public enegagement and consultation throughout the development of the Strategy between 2021 and 2023.	Catherine Corbin, Alan Frampton, Matt Hosey	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Street Naming and Numbering Policy	To secure Cabinet approval for a single BCP policy relating to street naming and numbering decisions.	No	Cabinet Date to be confirmed	All Wards			Matti Raudsepp	Open
Library Strategy	To produce a library strategy across all BCP libraries and the development of libraries as neighbourhood hubs.	No	Cabinet Date to be confirmed					Open
Bournemouth Development Company LLP Business Plan	To seek approval for the Bournemouth Development Company Business Plan, extend some contractual "Option Execution Dates" in relation to specific sites and provide an update in relation to the independent Local Partnerships Review.	No	Cabinet Date to be confirmed	Bournemouth Central			Sarah Longthorpe	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Children's Services Early Help Offer	Summary of findings and recommendations from an ongoing review of our current Early Help services	No	Cabinet Date to be confirmed	All Wards			Zafer Yilkan	Open
Pay & Reward - New Terms and Conditions of Employment	To seek approval for the Council's new terms and conditions of employment, including new pay and grading arrangements.	No	Cabinet Date to be confirmed		Proposals have been developed through a process of collective bargaining with recognised Trade Unions. CMB, directorate leadership teams and employees have also been consulted at various stages during the project and informed the development of proposals		Lucy Eldred, Jon Burrows	Fully exempt

<b>What is the subject?</b>	<b>What is the purpose of the issue?</b>	<b>Is this a Key Decision?</b>	<b>Decision Maker and Due Date</b>	<b>Wards</b>	<b>Who are the key stakeholders to be consulted before the decision is made?</b>	<b>What is the consultation process and period</b>	<b>Officer writing the report</b>	<b>Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?</b>
Poole Regeneration Update	To update Cabinet and the public on projects and activities in Poole Town Centre	No	Cabinet Date to be confirmed	Poole Town	relevant stakeholders to the Poole Regeneration Programme		Chris Shephard	Open

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