

## Performance Member Reference Group

The process for establishing a task and finish group is:

1. The Select Committee identifies a potential topic for a task and finish group
2. The Select Committee Chairman and the Scrutiny Officer complete the scoping template.
3. The Overview and Budget Scrutiny Committee reviews the scoping document
4. The Select Committee agrees membership of the group.

<p><b>Review Topic:</b> Children, Schools and Families Performance Monitoring</p>
<p><b>Select Committee(s)</b> Children and Education Select Committee</p>
<p><b>Relevant background</b></p> <p>During this year's Committee induction, Members of Children and Education Select Committee recognised the importance of using performance monitoring to drive required improvements in Children's Services. Improved performance monitoring and scrutiny is a key part of the Council's improvement plan.</p> <p>During the previous Council the predecessors to the Children and Education Select Committee, the Social Care Services Board and the Education and Skills Board, both convened performance sub groups which focussed on school improvement reports and the performance of Children's Services.</p> <p>It is proposed that the Children and Education Select Committee constitutes a group to continue to monitor the performance of school improvement, school attainment and Children's Services to ensure that reasonable quality of service is maintained.</p>
<p><b>Why this is a scrutiny item</b></p> <p>Members recognise that some services have been found to not be providing a good enough service for children and young people in Surrey. Many of these services help the Council deliver its statutory responsibilities across the county. Throughout the Committee induction process Officers outlined some of the improvement plans in place for these priority areas for the Council. This induction work, along with previous scrutiny work, have highlighted some specific areas Members wish to focus on, such as:</p> <ul style="list-style-type: none"> <li>• Levels of high demand on Children's Services which can lead to a backlog of casework.</li> <li>• Educational attainment, and in particular, attainment for disadvantaged groups such as looked after children who, in Surrey, are not achieving as high outcomes than their counterparts in other areas of the country.</li> <li>• SEND services; which are subject to some major improvement also following an inspection from Ofsted and the Care Quality Commission in 2016.</li> </ul>

### **What questions are the group aiming to answer?**

- How well is the council doing for children and young people?
- How well is the council improving its services for children and young people?
  - Does our data show the directorate's strengths and weaknesses?
  - What is the directorate doing to identify and improve upon these?
- How well do we understand our improvement against the standards our regulators use and expect?
- What is needed to achieve further required improvements across the Council's services?
- What is the quality of work in the delivery of the Council's statutory responsibilities?

### **Aim**

That the Member Reference Group has a clear understanding of performance within the key areas of the Children, Schools and Families Directorate and is in a position to identify future areas of scrutiny based on this data. In turn, this will help support an improvement of service for children and their families across Surrey.

### **Objectives**

Meeting bi-monthly with Officers to receive and analyse the most up-to-date strategic level performance data from across the directorate.

To understand how well the Council is doing for children and young people, based on performance data and insight on quality of practice.

To test trends and themes highlighted from the data analysis and take appropriate further action as necessary. This could include:

- Providing regular findings reports to the main committee, outlining:
  - The work completed at each MRG meeting
  - What are the MRG's concerns? (future risks and dangers to council services)
  - What's working well? (existing strengths)
  - What do the MRG still needs to know? (grey areas, unknown information, expanded detail)
  - What needs to happen?
- Suggesting recommendations back to the main committee to establish further areas for formal scrutiny and focussed work for the Member Reference Group.
- Where appropriate, suggest recommendations for the main committee to escalate urgent concerns to Cabinet, or the relevant Cabinet portfolio holder.

<p><b>Scope (within / out of)</b></p> <p><b>In scope:</b></p> <ul style="list-style-type: none"> <li>• Children’s Service’s performance</li> <li>• Schools and Learning performance</li> <li>• Commissioning and Prevention performance</li> <li>• Service specific Key Performance Indicators</li> </ul> <p><b>Out of scope:</b></p> <ul style="list-style-type: none"> <li>• Budgetary performance of CSF</li> </ul>
<p><b>Outcomes for Surrey / Benefits</b></p> <p><b>Wellbeing:</b></p> <ul style="list-style-type: none"> <li>• Improve outcomes for children in need of support and protection</li> <li>• Support families through the Surrey Family Support Programme</li> </ul> <p><b>Economic prosperity:</b></p> <ul style="list-style-type: none"> <li>• Support young people to participate in education, training or employment</li> </ul> <p><b>Resident experience:</b></p> <ul style="list-style-type: none"> <li>• Improve the satisfaction of families of children with special educational needs and disabilities with the support they receive</li> </ul>

**Proposed work plan**

<b>Timescale</b>	<b>Task</b>	<b>Responsible</b>
August & September 2017	Scoping with input from Overview and Budget Scrutiny Committee Chairman, Cabinet Member and relevant officers.	Democratic Services Officers and Committee Chairmen
October 2017	Hold MRG meeting to review directorate performance data	Democratic Services Officers and Member Reference Group
November 2017	Provide the main Children & Education Select Committee with first findings report with any initial recommendations for future formal scrutiny.	Member Reference Group
December 2017	Hold MRG meeting to review directorate performance data.  Complete self-assessment review against the MRG targets and scoping document. Suggest any recommendations and adjustments to the main committee and/or Overview and Budget Scrutiny Committee.	Democratic Services Officers and Member Reference Group
Spring 2018	Provide the main Children & Education Select Committee with second findings report with any recommendations for future formal scrutiny.	Member Reference Group

<p><b>Potential Witnesses</b>  Will Balakrishnan, Head of Insight &amp; Innovation  Belinda Newth, Head of Quality &amp; Experience  Sam Bushby, Assistant Director Children’s Services  Catherine Parry, Improvement Consultant  Ben Byrne, Head of Early Help &amp; Family Services  Liz Mills, Assistant Director Schools &amp; Learning  Julie Stockdale, SEND &amp; School Organisation Strategic Lead</p>
<p><b>Useful Documents</b></p> <ul style="list-style-type: none"> <li>• Children, Schools &amp; Families Quality Report</li> <li>• Children’s Services &amp; Early Help Compendium</li> <li>• Schools &amp; Learning Compendium</li> <li>• Children, Schools &amp; Families Complaints Data</li> </ul>
<p><b>Potential barriers to success (Risks / Dependencies)</b>  Member &amp; Officer availability  Timely access to data for analysis</p>
<p><b>Equalities implications</b></p> <p>The services within the scope of this Member Reference Group may provide support to residents with ‘protected characteristics’, as defined by The Equality Act 2010. The Group will monitor the equalities implications emerging from its work with officers, and will work to identify mitigation measures for those with a potentially negative impact, if applicable.</p>

<b>Task Group Members</b>	Mark Brett-Warburton Christopher Botten Chris Townsend Tina Mountain Yvonna Lay
<b>Co-opted Members</b>	-
<b>Spokesman for the Group</b>	To be decided at first MRG meeting
<b>Scrutiny Officer/s</b>	Democratic Services Officer(s)