

Information/Discussion Paper

Social and Community Overview and Scrutiny - 1st December 2005

Children and Young People's Draft Project Initiation Document

This note contains the information to keep Members informed of matters relating to the work of the Committee, but where no decisions from Members are needed

1. Why has this come to scrutiny?

- 1.1 To present a draft Project Initiation Document (PID), appendix A, to guide the Overview and Scrutiny review project of Children and Young People's Services and seek comments and, or support for project sponsor to endorse on behalf of Committee

2. Summary of the Issue

- 2.1 In April this year the committee suggested a number of potential future work plan items for consideration, and officers were asked to shape these suggestions into formal project briefs using the standard template.
- 2.2 A review of youth services was included in these items and officers presented a draft project brief to the June meeting of committee which linked this suggestion to the requirements of the 2004 Children Act: "Every child matters", and our own aspiration to prepare a new young persons' strategy.
- 2.3 Following the approval of committee a partnership steering group was established and reviewed the draft project brief in October, the outcome of which was verbally reported at Overview and Scrutiny later that same month.
- 2.4 It was agreed that a draft Project Initiation Document (PID) be drafted for further consideration by committee and the project steering group to reflect discussions at both meetings and begin to define the detail of project management process.

3. Summary of evidence/information

- 3.1 The key milestones and activities listed in the PID are a combination of those initially identified in the project brief and those identified through the steering group
- 3.2 The extended timescale incorporated in the PID is a reflection of the extensive scope of the review as developed through the steering group and as discussed at committee in October.

4. Next Steps –.

- 4.1 The draft PID is also currently considering being considered by the project steering group. Any feedback received from these members prior to committee will be verbally reported by the project manager.
- 4.2 Feedback from Overview and Scrutiny to be received at meeting
- 4.3 Any comments or changes required to be incorporated with those of project steering group and final version to be published and endorsed by project sponsor in January 2006

Background Papers	Social and Community Overview and Scrutiny Committee - 9th June 2005 - Project brief for work plan items- Work Plan Theme Project Brief - Children and Young People's services
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Scrutiny Function	Social and Community