

Appendix A

Children and Young People Scrutiny Committee Young Person Co-opted Member Vacancies (x2)

West Berkshire Council is seeking expressions of interest from young people, or representatives of organisations that work with local children and young people, to be part of the Children and Young People Scrutiny Committee.

What is the Children and Young People Scrutiny Committee?

The Committee is responsible for reviewing the decisions, policies, and services of West Berkshire Council that relate to Children's Social Care, Early Help, Education, Special Educational Needs and Disabilities (SEND), and Early Years.

About the role

This is an exciting new role where you will be able to make a genuine difference to the provision of services for children, young people and their families in West Berkshire through the scrutiny process.

Scrutiny fulfils an important 'checks and balance role' to ensure that the decisions of the Council's Executive are in the best interests of local residents. Also, it helps to ensure that the Council is providing high-quality services for its children and young people that are effective while representing good value for money.

By law, committees with responsibility for scrutinising Education matters are required to have two parent governor representatives from maintained schools – one from a primary school and one from a secondary school. They are also required to have representatives from the Church of England and the Roman Catholic Church. These are in addition to the nine elected Councillors appointed to the committee.

Here in West Berkshire, we have gone a step further. We are looking to bring two young people onto the committee, so your voices are heard, and so you are able to influence decisions about the services that affect you. Although the young people will not be able to take part in any votes, they will be able to speak to any item considered by the committee.

There will be four scheduled meetings of the committee each year, but occasionally additional meetings may be required to deal with urgent items or where Executive decisions that have been taken are 'called-in' for review prior to implementation. Meetings are held at the Council Offices at Market Street, Newbury, RG14 5LD, and take place on weekday evenings starting at 18:30. However, it is anticipated that you would be able to attend meetings virtually via Zoom.

In recognition of the time commitment, you will be paid an allowance (this is set at £1,132 for 2025/26).

Appendix A

About You

Your contribution will be vital to ensuring effective scrutiny in West Berkshire. As a co-opted member of the Children and Young People Scrutiny Committee, you will be expected to:

- Prepare for meetings by thoroughly reading the agenda.
- Actively participate in meetings
- Represent the views of parents and pupils on education matters.
- Identify issues related to education services in West Berkshire that merit further consideration.
- Build your understanding of scrutiny by attending training organised and/or paid for by West Berkshire Council and by reading relevant guidance as advised by officers of the Council.

We are looking for people who:

- Are non-political and independent.
- Can analyse and evaluate data and research presented in reports, identifying potential outcomes and recommendations that would improve services.
- Are able to review performance and service delivery data, and can help to investigate, identify and make recommendations to address the causes of underperformance.
- Have strong listening and questioning skills.
- Have confidence in challenging others appropriately and be prepared to test answers to questions, assumptions and statements.

Support

We will provide you with training so you understand the role and your responsibilities. We will also provide someone to support you by:

- Helping you to understand the reports and prepare questions;
- Attend any pre-meetings with you;
- Support you at meetings; and
- Helping you with engagement of other young people to understand their views better (e.g., through online surveys).

Eligibility

To be eligible for the role, you will need to be a young person aged 23 or under who lives in West Berkshire, or a representative of an organisation that works with children and young people in the District.

How to Apply

If you would like to be considered for the role, you will need to provide your details and a short, personal statement using the attached form.

Appendix A

Please note that, as a co-opted member of the Children and Young People Scrutiny Committee, you will be subject to the Council's code of conduct and will be required to Council's Code of Conduct as set out in [Part 13 of the Council's Constitution](#).

The closing date for completed nominations is **XX October 2025**.

Further Information

If you have any questions about the application process or if you would like to find out more about the role, then please contact

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