**Background information required by the peer team**

From the Chief Financial Officer:

* Budget gap (council and children’s)
* Over-spending (council and children’s)
* Use of resources analysis
* Budget and Medium Term Financial Plan
* Latest budget monitoring report
* Savings plans (corporately and for children) over the past three years
* RAG rating on achievability of savings plans
* Annual accounts
* Audit letter
* Reserves and their movement over the past three years
* Council tax increases
* Capital programme
* Plans for investing capital in children’s services

Departmental Finance information:

* Placement budget, current and past
* Medium Term Financial Plan, specifically for placements
* Analysis of spend, including staff and agency costs
* How savings have been constructed
* Details of external grants
* Demographic data
* Schools Forum information - terms of reference/minutes/decisions
* Dedicated Schools Grant -summary, forecasts, monitoring, risks
* Placement costs – breakdown of type and trends over the last three years, average spend and range for each type, governance around decision making
* Commissioning approach
* Details of in-house residential provision – cost, capacity, occupancy percentages
* MASH spend
* Investment in supported accommodation
* Transition team - link with children to adults and financial performance
* Early intervention grant
* Details of voluntary sector compact

From the DCS

* Position statement
* Strategic children’s vision and plan
* Service/operational plan
* Performance framework and last six months of performance reports
* Service structure
* Details of decision making and scheme of delegation
* Audit – governance audits and any other audits relevant to the KLOEs
* Panel details
* Commissioning Strategy
* Sector-led improvement programme activity
* Partnership details (including plans for post-LSCB arrangements)
* Workforce profile (sickness, turnover, number under disciplinary)
* Workforce Development Strategy