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**LGA Children’s Services Resources & Efficiency Peer Challenge   
Timetable Requirements**

**General notes**

* Meetings should all start and finish at the same time – peers will not necessarily stay in the same grouping throughout the day, and breaks will be used for peers to catch-up
* Meetings are scheduled for an hour: 45 minutes are for the actual meeting, 15 minutes for write-up
* Focus groups should be scheduled for 1hr 30 (including 15 minutes write-up at the end)
* Where meetings are off-site, travel time needs to be built-in to the timetable

**Meetings**

As part of the challenge the team will wish to meet:

* Lead Member for Children’s Services\*
* Council Chief Executive\*
* S151 Officer\*
* DCS\*
* HoS/AD Safeguarding\*
* HoS Placements\*
* HoS Early Years/Early Help
* HoS SEND
* HoS Commissioning
* Public Health Commissioner
* Children’s Finance Officer
* Principal Social Worker
* Head of Workforce Development
* Frontline staff (practitioners) - focus group of around six to eight frontline practitioners
* Council and partners focus group - focus group of around 12 people from across the partnership.
* LSCB Chair & Business Manager
* Voluntary sector representatives - focus group
* Reps from both commissioners and providers - focus group to include CCG, Health, Public Health
* Schools forum – Chair or focus group
* Performance Manager
* QA Manager

\* Those marked with an asterix should ideally be in 1:1 meetings with an LGA peer rather than inclusion as part of a focus group (although they may also appear in focus groups on specific issues).

This list is intended to cover key roles relevant to the lines of enquiry and will be agreed between the LGA Programme Manager and the Council Review Organiser.