

## **DRAFT**

### **EXECUTIVE PORTFOLIO HOLDER FOR CHILDREN AND YOUNG PEOPLE**

Minutes of the meeting held on 17<sup>th</sup> January 2008

Starting at 6.30pm

#### **Present**

Councillor Ernest Noad (Executive Portfolio Holder)

Councillor Brian Humphrys (Executive Support Assistant)

#### **Also present:**

Councillors Martin Curry and Robert Evans

#### **103      DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **104      MINUTES OF THE MEETING HELD ON 13<sup>TH</sup> DECEMBER 2007**

**RESOLVED** that the Minutes of the meeting held on 13<sup>th</sup> December 2007 be confirmed.

#### **105      QUESTIONS FROM MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

No questions had been received.

#### **106      MEMBERSHIP OF SCHOOL GOVERNING BODIES Report DCYP08002**

The Portfolio Holder considered nominations for LEA Governor appointments at two schools in the Borough.

**RESOLVED** that the following Governor appointments be made with immediate effect:

<b>Name</b>	<b>School</b>
Stephen Pilkington	Edgebury Primary School
Meryl Clarke	Ravens Wood School

**107            INTEGRATED SUPPORT SERVICE IMPLEMENTATION  
Report DCYP08008**

At the Children and Young People Portfolio Holder meeting held on 27<sup>th</sup> March 2007 approval was given to the outline proposals to develop an integrated youth support service to meet new statutory duties with respect to delivery of the Youth Matters agenda including Connexions-like services from April 2008. As part of the implementation of these proposals the Executive on 23 July 2007 approved the continuation of Consortium arrangements, involving six South London boroughs, as part of the joint delivery of Connexions-like service, procurement of a contract for general Information, Advice and Guidance (IAG) and to establish pan-London management information systems (Client Caseload Information System) through the Royal Borough of Kingston (RBK) as lead authority for the Consortium.

The Portfolio Holder considered a report setting out the progress made in establishing the integrated youth support services, the outcome of letting of the IAG contract and the implications for the Local Authority. Officers present at the meeting, (including the Head of Integrated Youth Support Services) clarified issues raised by Members present.

It was noted that since the approval by the Executive, an open and competitive tendering process had been undertaken and the outcome was that the Council for British Teachers (CfBT) (a not for profit provider of educational services, including information, advice and guidance) had been identified as the preferred bidder to deliver IAG services for the Consortium, including Bromley. It was further noted that 26 FTE Generalist Personal Advisers would transfer between the current provider of IAG (Prospects Services Ltd) to CfBT. 11 Specialist staff (10FTE) targeting support to vulnerable and high risk groups of young people would form the basis of the youth support service and would transfer to the Council. All of these Personal Advisers would be subject to the Transfer of Undertakings (Protection of Employment) Regulations (TUPE) as of 1<sup>st</sup> April 2008. Officers confirmed that the three year grant from Connexions would cover the cost of the staff who were transferring to the Council.

Progress had been made on the development of improved access to youth support services across Bromley. Currently, only a single 'One Stop Shop' was provided for Connexions delivery and costs were high. The new contractor would work with the Borough to identify better located and cost effective delivery options. To date three potential locations had been identified as suitable for main delivery points in key areas across Bromley: Community Vision (Anerley and Penge), Central Library (Bromley Town Centre) and Orpington High Street (Orpington). The first two used existing Council property and the location in Orpington High Street was currently a vacant leasehold shop front and would provide an interim solution to localised delivery of support service in the area. Early discussions with Orpington

College had been initiated to assess the scope to incorporate provision for youth support services in the proposed redevelopment of the college. In response to a Members question officers confirmed that satellite provision of the service, with mobile units and within schools would continue, and that the 'Hub' in St Mary Cray High Street would also continue to be used.

## **RESOLVED**

**(i) to note the progress toward the implementation of an integrated youth support service including the development of localised service access;**

**(ii) to note the statutory implication of the letting of the IAG contract with the new provider Council for British Teachers (CfBT) with respect to Transfer of Undertakings (Protection of Employment) Regulations (TUPE);**

**(iii) to note that consultation with all staff involved in the transfer, including those who will transfer in-house as part of the integrated youth support service is proceeding;**

**(iv) to approve that with the advice from Valuation and Estates and Legal and Democratic Services, leasehold arrangements be established for a property in Orpington High Street as part of the development of localised 'One Stop Shop' delivery of youth support services.**

### **108 BROMLEY CHILDREN AND YOUNG PEOPLE SERVICES STRUCTURE Report DCYP08010**

This report was considered as a Part 2 confidential item.

### **109 DRAFT 2008/09 BUDGET Report DCYP08009**

The Portfolio Holder considered a report which summarised the 2008/09 draft non-schools budget changes for the Children and Young People Portfolio. The Children and Young People (PDS) Committee on 5<sup>th</sup> December 2007 had considered a report on the budget for each Children and Young People Performance Centre and a report had been made to the Executive on 7<sup>th</sup> January 2008 identifying proposals from Chief Officers, including a summary of potential savings to reduce the Council's budget pressures.

The Chairman of the Children and Young People PDS Committee and the Portfolio Holder commented on the reduction in future spending increases which had been proposed for Children's Care Services, Access and Admissions and School Improvement and Development. They were assured by the Director of Children and Young People Services that in determining the budget options for Children and Young People Services, priority had been

given to protecting front line services to ensure that service levels could be maintained. The Portfolio Holder also commented on the proposed reduction of locums in the Children's Social Care Budget and asked for confirmation that this was realistic. In response, The Director commented that this was a principle which should be adhered to and confirmed that locums and temporary staff would be reduced where possible, however a close check would be kept on the level of services which needed to be provided.

**RESOLVED that**

**(i) the savings proposals for the Children and Young People Portfolio to achieve more sustainable Council Tax levels be noted;**

**(ii) the savings proposals detailed in Appendix 1 of the report be approved.**

**110 CHILDREN AND YOUNG PEOPLE BUDGET MONITORING REPORT 2007/08 Report DCYP08004**

The Portfolio Holder considered a report which reviewed budget monitoring for 2007/08 based on activity levels up to November 2007. The comments on variances in Appendix 2 reflected the joint view of the Head of Finance and of the Director of Children and Young People Services. It was noted that this item had been considered by the Children and Young People PDS Committee at their meeting on 9<sup>th</sup> January 2008.

**RESOLVED that the projected variations for 2007/08 be noted.**

**111 ADMISSIONS CONSULTATION – 2009/10 Report DCYP08003**

The Portfolio Holder considered a report on the outcome of the annual consultation with Governing Bodies of Community and Voluntary Controlled Schools on the proposed Local Authority Admissions policy for 2009/10. Recommendations were provided for change along with clarification of the policy for 2009/10. The report also gave details of the proposed schemes to co ordinate admissions to Bromley primary and secondary schools for September 2009 and provided an update of where the Net Capacity Assessment was greater than the admissions number. It was noted that Biggin Hill Infant and Junior Schools listed in the report should be amended to read Biggin Hill Primary School.

The Admission Team managed the allocation of places for reception and transfer to secondary schools with agreed set dates for offers to parents. However, the allocation of Year 3 Junior and extra Year 3 primary places available in the autumn term were not managed in the same way. This inconsistency was unfair for parents and pupils, and the schools had raised

their concern with the Admission team. To ensure a fair and equitable process for all concerned and to meet the requirements in the new Admissions Code, all Primary, Infant and Junior Head teachers responded to a questionnaire on the proposal to include a standardised closing and offer date for Year 3 applications in the Admission Policy. All responses to this consultation were in agreement to standardising the closing and offer dates. Members of the Local Admission Forum were also in agreement to this proposal and the standardised closing and offer dates had been incorporated into the protocol for admission to Year 3 in September 2008 and would be included in the proposed policy for 2009/10.

The Portfolio Holder noted that the report had been debated by the Children and Young People PDS Committee at their meeting on 9<sup>th</sup> January 2008. Issues which were raised at that meeting included the suggestion that a definition of sibling should be made earlier in the Policy document.

**RESOLVED that the Admission Policy for statutory consultation be approved taking into account recommendations from the Children and Young People PDS Committee.**

## **112 ANTI-BULLYING STRATEGY Report DCYP08007**

To provide a strategic framework for promoting the well-being and safety of children and young people, setting standards and offering guidance and support for schools and other key partners, a draft Policy and Guidance Document to assist in combating bullying of children and young people had been produced. Schools would be able to use the document in setting their own required policies appropriate to their particular situations and intakes.

It was proposed to seek views from partner agencies on the draft policy and guidance. These agencies would include Head Teachers and other school staff, governing bodies, the Primary Care Trust, Police, private and voluntary sector partners, pre-school settings, and children, young people and their families. During the consultation period action plans of relevant services would also be reviewed to ensure that, where appropriate, measures were in place to improve support for schools and other partners in combating bullying. This would include plans of the Behaviour Service, Education Welfare Service and the Educational Psychology Service. It was also proposed to introduce training in 2008 to reinforce the new policy, and schools and other partners would be consulted on the most appropriate method to record, report and collate bullying information to inform future strategies.

The Portfolio Holder considered the draft policy and guidance and noted the specific comments which had been made by the Children and Young People PDS Committee at their meeting on 9<sup>th</sup> January 2008. Overall the Portfolio Holder considered it to be a good document; easy to read and understand. The Assistant Director for Commissioning and Children's Education Services confirmed that that under the Children and Young People Act the Authority could exert greater power where safeguarding issues were

involved. This included behaviour strategies and bullying policies. There was also a right of recourse if issues of bullying were not dealt with. The Director of Children and Young People Services commented that the Authority was responsible for safeguarding all children irrespective of setting and this aspect could be strengthened in the Executive Summary of the Strategy.

In response to a question by the Portfolio Holder The Director confirmed that pre-schools and Independent schools would receive a copy of the strategy with an accompanying letter explaining the Authorities responsibility in respect of safeguarding issues. The Executive Support Assistant felt that Youth Clubs should also be included. The Portfolio Holder commented that it was essential for young people to be safe wherever they were.

The Chairman of the Children and Young People PDS Committee expressed concern that data might be collected unnecessarily. However, officers explained that such data was required for monitoring and accountability. Much of the data required would be straightforward electronic data gathering and would not require additional officer input. The Director commented that some data was collected on an annual basis but if it were to be picked up more frequently this could be more beneficial and might highlight particular problem areas.

**RESOLVED that**

**(i) the draft policy and guidance for the prevention of bullying of children and young people be agreed and distributed for consultation with partners as set out in paragraph 3.4 of the report;**

**(ii) the draft policy and guidance for the prevention of bullying of children and young people should also apply to children in settings other than schools, where the Authority has safeguarding responsibilities.**

**113 CHILDREN AND YOUNG PEOPLE, FORWARD ROLLING WORK PROGRAMME 2007/08  
Report DCYP08006**

The Portfolio Holder considered the updated forward rolling work programme.

**RESOLVED that the updated Work Programme be agreed.**

**114 LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006, AND THE FREEDOM OF INFORMATION ACT 2000**

The Portfolio Holder moved that the Press and public be excluded during consideration of the items of business listed below as it was likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the Press and public were present there would be disclosure to them of exempt information.

**The following summaries refer to matters involving exempt information**

**115 BROMLEY CHILDREN AND YOUNG PEOPLE SERVICES STRUCTURE  
Report DCYP08010**

The Portfolio Holder considered a report on the outcomes from the Director's review of the Children and Young People Services structure and endorsed the recommendations.

**ERNEST NOAD  
Portfolio Holder for  
Children and Young People**

The meeting ended at 7.46 p.m.