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CHILDREN AND YOUNG PEOPLE POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Meeting to be held on Tuesday 15 June 2010

Please see the attached report(s) marked "to follow" on the agenda.

11b CYP PLAN 2009/11: ANNUAL REVIEW 2010 (Pages 3 - 34)

Copies of the documents referred to above can be obtained from
<http://sharepoint.bromley.gov.uk>

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Report No.
DCYP10092

London Borough of Bromley

Agenda
Item No.

PART 1 - PUBLIC

Decision Maker: **Children and Young People
Policy Development and Scrutiny Committee**

Date: **15 June 2010**

Decision Type: Non-Urgent Non-Executive Non-Key

**TITLE: CHILDREN AND YOUNG PEOPLE'S PLAN 2009 – 2011:
ACTION PLAN ANNUAL REVIEW**

Contact Officer: Laurence Downes, Strategic Commissioning Manager
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Chief Officer: Gillian Pearson, Director of Children and Young People Services

Ward: All Wards

1. Reason for report

- 1.1 This report presents the annual review of progress against the summary action plan within the Children and Young People's Plan 2009-2011.
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2. **RECOMMENDATION(S)**

- 2.1 That the Portfolio Holder notes and comments on the progress made as at April 2010 in addressing the priorities included in the Children and Young People's Plan 2009-2011.

Corporate Policy

1. Policy Status: Existing policy: "Every Child Matters in Bromley": Children and Young People's Plan 2009 - 2011
 2. BBB Priority: Children and Young People
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Financial

1. Cost of proposal: N/A
 2. Ongoing costs: N/A
 3. Budget head/performance centre: N/A
 4. Total current budget for this head: £N/A
 5. Source of funding: N/A
-

Staff

1. Number of staff (current and additional) – N/A
 2. If from existing staff resources, number of staff hours – N/A
-

Legal

1. Legal Requirement: Statutory requirement: Children Act 2004
 2. Call in: Call-in is applicable
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - All children, young people, parents and carers in the borough.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? No
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The Children and Young People's Plan (CYPP) sets out the vision and priorities of the Council and its partners within the Children and Young People Trust, to secure improved outcomes for children and families in the borough. It is a key contributor to the aspirations within the local 'Community Plan, "Building a Better Bromley: 2020 vision". Based on locally identified priorities and the views of stakeholders, it forms a challenging and ambitious agenda, designed to "secure the best possible future for all children and young people in Bromley".
- 3.2 The CYPP for 2009-2011 was approved by the CYP Portfolio Holder on 28 September 2009, the Council's Executive on 4 November 2009 and by full Council on 15 December 2009. The Plan was the subject of wide consultation with stakeholders including partner agencies and children, young people, parents and carers and took account of comments made at the CYP Policy Development and Scrutiny Committee on 30 June 2009.
- 3.3 The attached summary action plan provides an update of progress (to 30 April 2010) towards delivering the 32 key areas of focus within the CYPP, which comprise some 119 separate tasks and milestones. The table below shows progress against a rating of Green - Task completed or good progress being made and on track to meet deadline; Amber - Actions initiated - progress adequate but under review and Red - Not yet initiated or progress is severely delayed:-

Rating	Overall Areas of Focus	Tasks and Milestones
Green	30	100
Amber	2	16
Red	0	3
TOTAL	32	119

- 3.4 Significant progress has been made in a number of key areas, including:

(Action Plan reference)

- (2) improving access to **Child and Adolescent Mental Health Services** – including a reduction in waiting times for assessment and treatment with initial assessments now being completed within two to six weeks of referral;
- (3) addressing the health needs of, and ensuring sufficient support for, children and young people with **learning difficulties and disabilities** – including the development of additional services for speech and language therapy and the opening of the Autistic Spectrum Disorder unit at Riverside School;
- (10) reducing **absence from school** and **improving attendance** – including the reduction in Persistent Absentee rates from 6.7% to 5.1% in the borough's secondary schools;
- (23) reducing **school exclusions**, particularly for children from vulnerable groups – including a 42% reduction in Permanent Exclusions.

3.5 Areas where further progress is required (currently rated red) include:

(Action Plan reference)

- (1) improving **children and young people's health** (including low birth weight; teenage pregnancy; and obesity) – some of the strategies identified in the plan are currently at draft stage but will be finalised within the next few months;
- (24) working with relevant services to increase the availability of suitable and affordable **housing for vulnerable groups**, including through FOYER schemes for young people – planning permission for the planned Foyer Project was refused and an appropriate alternative site has yet to be identified;
- (29.5) **Market Sector Development Strategy** to be developed - the work on this has yet to commence as resources have been redirected to developing other areas of Strategic Commissioning.

4. POLICY IMPLICATIONS

4.1 The Children and Young People's Plan 2009-2011 sets out the Council's vision and objectives for integrated services, working with partners, to improve outcomes for the borough's children and young people in line with the 'Building a Better Bromley' priorities for children and young people.

5. FINANCIAL IMPLICATIONS

- 5.1 The funding for the priorities detailed in the Children and Young People's Plan is through a number of sources, but mainly the Dedicated Schools' Grant (DSG), Specific Grant and the Council's budget.
- 5.2 The authority will seek to improve continually the efficient use of resources to address the priorities within the CYPP, through either the Council's four year financial forecast process or through consultation on the DSG. This could include identifying joint-funded approaches to some areas of joint accountability with partners.

6. LEGAL IMPLICATIONS

- 6.1 The Children Act 2004 (Section 10) requires the Council to make arrangements to promote co-operation between the Council and relevant partners to improve the wellbeing of children and young people. Section 10 also provides the legislative basis for Children's Trusts to pool funds and other resources.
- 6.2 The Children and Young People Plan (England) Regulations 2005 require each Local Authority to undertake an annual review, to include the results of consultation and to publish the outcomes in an appropriate manner. This requirement was reiterated in the Apprenticeships, Skills, Children and Learning Act 2009.

7. PERSONNEL IMPLICATIONS

7.1 Human Resources will continue to support officers with managing the personnel implications arising from the continuing implementation of the Children and Young People's Plan.

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	Children and Young People's Plan 2009 - 2011

Children and Young People Plan Summary Action Plan (2009-11)

2010 Annual Review of Progress

Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating		
BEING HEALTHY						
AREA OF FOCUS 1: Improve children and young people's health (including low birth weight; teenage pregnancy; and obesity)					Amber	
1.1 Develop a Maternity Strategy in conjunction with Bromley Hospitals NHS Trust.	31 August 2009	Consultant in Public Health, Bromley Primary Care Trust	<ul style="list-style-type: none"> Draft Maternity Strategy developed with Bromley Hospitals NHS Trust. Broader strategy now under development across sector following formation of South London Healthcare Trust in April 2009. 		Amber	
1.2 Complete a Maternity Needs Assessment.	31 August 2009	Consultant in Public Health, Bromley Primary Care Trust	<ul style="list-style-type: none"> Completed in April 2009. 			Green
1.3 Implement the Baby Friendly Initiative for breastfeeding across the Borough.	31 August 2009	Consultant in Public Health, Bromley Primary Care Trust	<ul style="list-style-type: none"> A Steering Group was put in place in April 2009, with Planning Visits conducted in September 2009. The next stage is the Certificate of Commitment (the first step towards full accreditation of the Baby Friendly Initiative) by August 2010 with the whole process expected to take 3 to 4 years for completion. 		Amber	
1.4 Develop the strategy for tackling Childhood Obesity in the Borough.	30 September 2009	Consultant in Public Health, Bromley Primary Care Trust	<ul style="list-style-type: none"> Draft Childhood Obesity Strategy completed by September 2009. Mapping of childhood obesity services completed in September 2009. 		Amber	
1.5 Front line staff to be trained in the Health Exercise Nutrition for the Really Young (HENRY) obesity prevention programme.	30 April 2010	Consultant in Public Health, Bromley Primary Care Trust	<ul style="list-style-type: none"> Completed. HENRY programme underway with training in place. Several front-line staff trained with several more training programmes for staff planned over the next year. 			Green
1.6 Implement the approved Teenage Pregnancy Strategy.	30 April 2010	Consultant in Public Health, Bromley Primary Care Trust	<ul style="list-style-type: none"> Completed. A revised action plan for 2010-2011 has been approved by the Teenage Pregnancy Executive Board with commissioning intentions identified. 			Green

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- Green = Task completed or good progress being made and on track to meet deadline.
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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
1.7 Develop an action plan to take forward the national Child Health Strategy.	31 July 2009	Consultant in Public Health, Bromley Primary Care Trust	<ul style="list-style-type: none"> Progress has been made against all 24 of the identified outcomes within the 'Healthy Lives, Brighter Futures' national strategy, through joint working between Primary Care Trust and London Borough of Bromley service teams and via the Children's Trust. A formal action plan has not been implemented but this will be progressed via the development of formal joint commissioning arrangements via the Trust. 	Amber
AREA OF FOCUS 2: Improve access to Child and Adolescent Mental Health Services (CAMHS)				Green
2.1 Improve access to Child and Adolescent Mental Health Services (CAMHS) for children and young people with learning difficulties/disabilities, through CAMHS Learning Difficulties and Disabilities (LDD) pathway.	30 April 2011	Assistant Director, Access and Inclusion, Children and Young People Service, London Borough of Bromley Consultant Clinical Psychologist, Oxleas NHS Foundation Trust	<ul style="list-style-type: none"> Additional Clinical Psychologist for Attention Deficit Hyperactivity Disorder (ADHD) in post. The target of completing initial assessments within two to six weeks of referral into Tier 2 has been met. Clinical Psychologist Tier 3 and Bromley Autistic Trust (BAT) to offer group programmes, on a needs basis, for children and young people with Asperger's/ASD on specific issues such as anger and anxiety. Commissioning of Tier 1 CAMHS support by Children and Family Centres and Extended Services, delivered through the private and voluntary sector. 	Green
2.2 Use targeted funding to improve access to support in schools.	30 April 2011	Assistant Director, Access and Inclusion, Children and Young People Service, London Borough of Bromley Consultant Clinical Psychologist, Oxleas NHS Foundation Trust	<ul style="list-style-type: none"> ADHD training offered to Parish Primary School in March 2010. Recruitment for Mental Health workers is under way with existing post holders already in some schools. Use of TaMHS (targeted mental health in schools) 2 year funding for pilot including four levels of support; individual CYP, group CYP, training and support for staff and signposting to parenting for parents/carers. 	Green
2.3 Improve communication with referrers, parents and young people.	30 April 2011	Assistant Director, Access and Inclusion, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Information Officer and Parent Participation Officer in post. Continued partnership working between Tier 2 and Riverside Special School, offering input on an individual and group basis to children and families. 	Green

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
AREA OF FOCUS 3: Address the health needs of children and young people with learning difficulties and disabilities				Green
3.1 Implement the Joint Children's Disability care pathway between health, social care and education services.	31 May 2009	Assistant Director, Access and Inclusion, Children and Young People Service, London Borough of Bromley Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Pilot implemented successfully via Specialist Support and Disability Panel. 	Green
3.2 Implement joint commissioning for short breaks, equipment and palliative care, using health and social care budgets.	31 July 2009	Assistant Director, Access and Inclusion, Children and Young People Service, London Borough of Bromley Lead Commissioner for Community and Children's Services, Bromley Primary Care Trust	<ul style="list-style-type: none"> Completed. Interim Joint Commissioner appointed, approved by Steering Group. Short Breaks Implementation Plan for 2009/10 and 2010/2011 approved by Steering Group. 	Green
3.3 Appoint a Joint Commissioning post between Bromley Primary Care Trust and London Borough of Bromley.	31 July 2009	Assistant Director, Access and Inclusion, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed - Interim Joint Commissioner appointed in October 2010. 	Green
3.4 Ensure access to necessary therapies, equipment, community and school nursing services.	30 April 2011	Head of Additional Needs, Community Provider Unit, Bromley Primary Care Trust Head of Specialist Support and Disability Services Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Pathway piloted for identifying and meeting the needs of children with medical needs and moderate physical needs, without recourse to a statement. New Communication Assistive Technology and Training Service Level Agreement between London Borough of Bromley and Bromley Primary Care Trust provide specialist Occupational Therapy and Speech & Language Therapy and Teaching teams to support access for children requiring communication aids. Multi-agency processes and commissioning being piloted through new Specialist Support & Disability Panel. Model for staff trained in managing complex health needs and supporting learning needs is being piloted in pre-school and school settings. 	Green

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
3.5 Address health and therapy need of children and young people with disabilities in a multi-agency context, ensuring effective commissioning achieves access to services and support.	30 April 2010	Head of Additional Needs, Community Provider Unit, Bromley Primary Care Trust Head of Specialist Support and Disability Services Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Service Level Agreements in place between London Borough of Bromley and Bromley Primary Care Trust to provide Occupational Therapy and Speech & Language Therapy in new Riverside Autistic Spectrum Disorder provision from January 2010 with Speech & Language Therapy in new secondary speech and language provision at Hayes Secondary school from April 2010. All children's community nursing, therapy staff and paediatricians have agreed, with parental permission, to refer children to the Early Support Pre-School Panel of children with medical/physical needs, where these may impact on their ability to access pre-school and school settings. Primary Care Trust and London Borough of Bromley commissioners fund individualised packages of care for children with complex nursing needs due to life limiting and life threatening conditions, via the complex case panel, without recourse to a statement at preschool level. 	Green
AREA OF FOCUS 4: Address the rising level of alcohol misuse amongst young people				Green
4.1 Continue to commission a specialist treatment service for young people which also supports the delivery of drug education within schools.	30 April 2011	Drug Action Team Manager, Adult & Community Services, London Borough of Bromley	<ul style="list-style-type: none"> The Drug Action Team (DAT) commissions BYPASS, a YP treatment service, to deliver a wide range of Tier 2 and Tier 3 interventions across the Borough. This includes delivery of drug education within schools in partnership with CYP. BYPASS has also set up close links with the Sexual Health and Teenage pregnancy teams to promote cross partnership working and maximise opportunities for training. The BYPASS contract comes to a natural end on 31 March 2011 and the DAT is currently consulting with various stakeholders including CYP to prepare the specification in line with the finding of the Needs Assessment 2010. 	Green
4.2 Continue to provide training to all staff working with young people, to identify alcohol problems through the Drug Use Screening tool.	30 April 2011	Drug Action Team Manager, Adult & Community Services, London Borough of Bromley	<ul style="list-style-type: none"> BYPASS provided training to a wide range of partners, including Family Intervention Project workers, and will intensify and maximise training opportunities over the course of 2010/11 under the joint leadership of CYP and DAT. Arrangements in place for Family Intervention Project workers to be trained in Drug Use Screening Tool (DUST) and to undertake joint visits with BYPASS Family Worker. 	Green

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
4.3 Continue to work with the Teenage Pregnancy and Sexual Health Boards to target prevention and early intervention at young people at risk of alcohol-related teenage pregnancy or sexually transmitted infections.	30 April 2011	Drug Action Team Manager, Adult & Community Services, London Borough of Bromley	<ul style="list-style-type: none"> Close links have been forged between the DAT, Sexual Health, Teenage Pregnancy and the Chlamydia team with cross representation at operational and strategic level. The DAT, Sexual Health and Teenage Pregnancy are forging a new partnership, with cross agency satellite delivery of Sexual Health and Substance Misuse services. Pathways are being developed and roll out is to begin from June 2010 with BYPASS working in the Sexual Health centre in Biggin Hill. Substance misuse training for the Chlamydia team and cross agency satellite provision at BYPASS and PCT sites will begin from Summer 2010. 	Green
4.4 Implement an alcohol task group which undertakes a targeted programme of activity covering under age sales, anti-social behaviour and enforcement.	31 July 2009	Drug Action Team Manager, Adult & Community Services, London Borough of Bromley	<ul style="list-style-type: none"> The task group is in place working towards the recommendations contained in the Alcohol Needs Assessment currently developed by the Primary Care Trust. 	Green
4.5 Develop a robust data set in collaboration with CYP Services that captures: <ul style="list-style-type: none"> the numbers of young people screened and referred for treatment; the numbers of parents who have substance misuse problems and are referred for treatment. 	31 July 2009	Drug Action Team Manager, Adult & Community Services, London Borough of Bromley	<ul style="list-style-type: none"> The data set has been agreed and is in place. This is closely monitored by the Young People's Joint Commissioning Group and recommendations for improvement have been included in the DAT's Treatment Plan for 2010/11. The data set has identified a low level of referrals from the Looked After Children (LAC) service into BYPASS and an audit of LAC caseload is scheduled to take place in Spring/Summer 2010. Recommendations are likely to include that a BYPASS worker attends caseload meetings and a training schedule for all LAC staff on the Drug Use Screening Tool (DUST). 	Amber

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
STAY SAFE				
AREA OF FOCUS 5: Ensure proper vetting of people who work with children and young people.				Green
5.1 Continue to implement the Safer Recruitment Training to maintained schools and other relevant staff.	31 March 2011	Human Resources Manager, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The Safer Recruitment Training is now firmly embedded into a rolling programme with 100% of schools that have undertaken this. The training has been extended to cover voluntary organisations and other partners. 	Green
5.2 Continue to issue sponsorship certificates for migrant workers on behalf of Community and Voluntary Controlled Schools (where the Council is the employer).	31 March 2011	Human Resources Manager, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. HR Business Services continues to undertake this function issuing sponsorship certificates for those prospective employees who meet the eligibility criteria. 	Green
5.3 Undertake 3 yearly CRB re-checks for staff and volunteers.	31 March 2011	Human Resources Manager, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. CYP Departmental policy is that 3 yearly rechecks are undertaken for staff. There is an established rolling programme of rechecks in place. 	Green
5.4 Continue to implement the phased approach of the new vetting and barring scheme through the Independent Safeguarding Authority.	31 March 2011	Human Resources Manager, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> The Council has established a Vetting and Barring Project Group and briefing sessions have already been delivered to raise awareness of the scheme. Work streams have been identified and prioritised to ensure that the phased implementation of the scheme is achieved in accordance with the prescribed timescales. 	Green
AREA OF FOCUS 6: Ensure that there is sufficient support for children with disabilities.				Green
6.1 Reduce reliance, on and monitor out of borough placements for, disabled children and young people with Autistic Spectrum Disorder (ASD) and Special Educational Needs (SEN), in liaison with the Children in Care Education Service.	30 April 2010	Assistant Director, Access and Inclusion, Children and Young People Service, London Borough of Bromley Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Analysis of out of borough placements conducted, identifying costs and trends within the statement process. An enhanced SEN audit was completed in December 2009, with 186 placements in LDD unit provision audited, informing unit configuration and planning for 2010/2011. The ASD unit at Riverside in Beckenham successfully opened on schedule with 24 pupils on roll by January 2010. The Mottingham unit development is on hold with planned temporary closure from September 2010 until the school is out of OFSTED category of concern. 	Amber

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
			<ul style="list-style-type: none"> Measures to reduce out of borough placements for disabled children have been implemented successfully but continued rise in numbers has meant that placements have not reduced. 	
6.2 Ensure that the 'Aiming High for Disabled Children' (AHDC) Short Breaks Transformation Programme is implemented in partnership with Bromley Primary Care Trust (PCT) and that new monies achieve quality enhanced and innovative support and services.	31 March 2011	<p>Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley</p> <p>Lead for Social Work and Short Breaks Services, Children and Young People Service, London Borough of Bromley</p>	<ul style="list-style-type: none"> Completed. Commissioning Strategy for Short Breaks 2009/10 approved. Data collection system in place with future funding for 2010/11 secured. Total number of disabled children receiving short breaks increased from 318 in 2008/09 to 534 in 2009/10. 	Green
6.3 Increase parent/carer participation, information, engagement and active involvement in decisions on the development of services for disabled children and young people, including tendering and implementing 'Aiming High for Disabled Children' Parent Participation Grants.	31 July 2009	<p>Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley</p> <p>Lead for Social Work and Short Breaks Services, Children and Young People Service, London Borough of Bromley</p>	<ul style="list-style-type: none"> Completed. The Information Officer and Parent Participation Officer are now in post. Active Involvement Sub Group has parental representation. Bexley & Bromley Advocacy Service commissioned to promote active involvement of disabled children and young people in service planning. Parent Voice Forum established with elected Steering Group and membership of approx 140 January 2010. 	Green
6.4 Ensure support for disabled children and young people to access mainstream services, inclusive leisure, extended school and mainstream Children's Centres and settings.	30 April 2010	<p>Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley</p> <p>Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley</p>	<ul style="list-style-type: none"> Completed. Consultation facilitated by Youth Service at Family Fun Day in October 2009. Training programme in place from February 2010 across all universal and specialist services. 'Inclusion toolkit' designed and introduced to help mainstream settings develop their own practice. Alignment of funding to provide an 'Inclusion Fund' to cover additional costs incurred by settings as a consequence of including children with disabilities/additional needs in mainstream settings. 	Green

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
6.5 Develop the workforce to achieve a common core of skills and knowledge, to maximise the ability of professionals to meet the needs of disabled children and young people, together with their parents and carers.	30 April 2010	Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Links developed with the Workforce Strategy Group to cascade information to workforce leads on multi-agency joint intervention for disabled children. Parent Participation training organised and delivered via Parent Voice with three Bromley parents graduating from the National Partners in Policymaking course. Multi-agency training programmes put in place for professionals working with disabled children. Multi-agency safeguarding conference to be held in October 2010 with a focus on disabled children. 	Green
6.6 Ensure effective co-ordinated services for disabled children and young people, offering proactive rather than reactive family-centred support.	30 April 2010	Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Early Support 'team around child and family' model successfully developed for vulnerable disabled school age children referred to Specialist Support and Disability Panel. Assessment Communication Team has successfully worked with parents to reduce the number of cases referred to SENDIST (SEN and Disability Tribunal). The Bromley Children Project Disability & SEN Coordinator supported 66 families in academic yr 2008/9 with 167 issues. 	Green
AREA OF FOCUS 7: Ensure the effectiveness of preventative services (children with learning difficulties/disabilities, children in need and young carers)				Green
7.1 Establish referral pathways, panel processes, thresholds, eligibility criteria and access points which achieve responsive joint services and timely support, particularly at key life stages.	30 April 2010	Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Referral pathway mapping completed and pilot Specialist Support and Disability panel operational from September 2009. New referral pathways for short breaks developed and approved in December 2009, with commencement of a pilot implemented in April 2010. Use of the Common Assessment Framework (CAF) implemented in the newly configured Social Work and Short Break Team from January 2010. 	Green
7.2 Consider the need for a key worker or lead professional for children and young people with disabilities across all age phases.	30 April 2010	Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The Bromley Early Support Key worker Co-ordinator has trained staff at Riverside School in the Key worker role, including involvement in multi-agency meetings and Family Service Plans. 	Green

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
7.3 Improve data on disabled children and young people in a multi-agency context.	30 April 2010	Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley Lead for Social Work and Short Breaks Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The Specialist Support and Disability panel administrator has received, and continues to receive, ongoing training in the relevant management information systems, improving report writing and strategic planning capacity. A new database has been developed for the Specialist Support and Disability team, with successful data collection and submission to Together for Disabled Children via the Local Area Implementation and Monitoring Plan. 	Green
7.4 Ensure the active involvement of disabled children and young people in service planning.	30 April 2010	Assistant Director, Access and Inclusion, Children and Young People Service, London Borough of Bromley Lead for Social Work and Short Breaks Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The Specialist Disability Support Service has commissioned Bexley & Bromley Advocacy to promote the active involvement of disabled children and young people in the planning and reviewing of their services, with planning involvement of disabled children and young people in the commissioning of this service. A reference group for disabled children and young people is in the process of being established as the mechanism for ongoing engagement with disabled children and young people in the commissioning of short breaks services. 	Green
7.5 Develop preventative services for children with learning difficulties and disabilities, building onto the success of the Early Support 'Team around the Child and Family' model.	30 April 2010	Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The Disabled Children's Social Work Team in CYP is successfully working in partnership with the Transition Team from Adult & Community Services (ACS) with protocols and procedures for joint working and the transfer process developed. 	Green
7.6 Ensure that Bromley Children and Family Project continue to work with schools and that the full core offer of Extended Services is available to children and Families.	31 March 2010	Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> The Bromley Children and Families Project continues to work with schools on an ongoing basis on the delivery of Extended Services, with all schools, bar one, in the borough delivering the full core offer for Extended Services. Accuracy of ongoing reporting improved via the introduction of a regular audit documents completed by schools on the status of their Extended Services against the core offer. Work has begun on extended services within special schools. Funding and transport issues to be resolved in mainstream settings. 	Green

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
7.7 Deliver services within 16 operational Children and Family Centres in 6 Community Areas that provide services in line with local needs analysis and evidence impact through the establishment of an 'outcomes based accountability' management information system.	30 September 2009	Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> All operational Children and Family Centres are designated and the Full Core offer is available in all centres with the exception of The Griffin which is due in September 2010. All centres run activities and sessions that are based on needs analysis of the local area and the core offer for Children and Family Centres. Centres are also supporting a range of additional services such as Contact sessions for Social care. MIS System has been procured and will be operational in June 2010 in all Phase 1 Children and Family centres and rolled out to all Children and Family Centres by September 2010. 	Green
AREA OF FOCUS 8: Develop more locally available and affordable childcare provision				Green
8.1 Ensure sufficient childcare support for disabled children and young people and consider the Disabled Children's Access to Childcare project (DCATCH).	30 April 2010	Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Childminding Network service, for families with children with disabilities, re-commissioned for 2010/2011 with increased capacity to meet demand. Childcare Sufficiency Audit preparations under way with service to be commissioned for 2010/2011. The Childcare Sufficiency Audit covers all available childcare for children aged 0-19 including children with disabilities. A Steering Group to plan the use of DCATCH funding is in development supported by a multi-agency working group to agree detailed priorities and work plan for DCATCH and other funding to support childcare for disabled children. 	Amber
8.2 Implement the government's free entitlement to nursery education funding for 3 and 4 year olds from 12.5 hours to 15 hours for 25% of children in most deprived areas.	30 September 2009	Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> A pilot for the free entitlement has been successfully implemented with the universal offer planned to be in place from September 2010. A pilot is in place, due to end in March 2011, for provision of funded places for 1 – 2 year olds, delivered in partnership with the Pre-School Learning Alliance. The entitlement includes funding for outreach and family support. This has been introduced in twelve nursery education settings with over 70 children currently accessing the scheme. 	Green
8.3 Implement the government's free entitlement to nursery education funding for 3 and 4 year olds across the Borough.	30 September 2010	Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> The implementation of the free entitlement, involving an extension from 12.5 hours to 15 hours per week, is on track with a series of information sessions for providers held, accessed by over 50% of relevant providers. 	Green

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
8.4 Develop sign-posting in schools for parents to after-school clubs in their local area; promote working tax credit in after school clubs so that parents are more able to afford after-school provision.	30 September 2009	Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. All Schools are supported through the Childcare Development Officer (out of schools) to either have on site provision for after-school clubs, or signposting to provision in the local area. Information on Working tax credit is available at all Children and Family Centres. The Childcare Development Officer (out of schools) also ensures that Out of School provision has up to date information to support families. 	Green
8.5 Develop affordable wrap-around child care (in conjunction with schools).	31 December 2010	Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Funding resource to support a universal offer is currently limited and therefore support is currently given on an individual basis via the Childcare Development and Childcare Business Support officers. The Accredited Childminding Network is on track to achieve full accredited status, with an approved network also in the planning stages. The Childcare Sufficiency Audit is in progress, planned to be completed during the 2010/2011 year. All Schools are supported through the Childcare Development Officer (out of schools) to either have on site provision for after-school clubs or signposting to provision in the local area. 	Green
AREA OF FOCUS 9: Develop the use of the Common Assessment Framework (CAF) process				Green
9.1 Produce a comprehensive, multi-agency Common Assessment Framework (CAF) policy, procedures and protocol and incorporate draft Pan-London procedure for inter-borough referrals once agreed.	31 May 2009	Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> The policy is currently in draft and will be finalised in 2010/2011. 	Amber
9.2 Develop Common Assessment Framework (CAF) Training Programme to support all schools, pre-school settings, service teams and other key partners with the implementation of the framework and procedures.	31 March 2009	Head of Bromley Children and Family Project, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Resources have been allocated to support agencies to engage with CAF across the 0-5 age range. The Training Programme is well established and ongoing. To date 53 training days have been undertaken with a total of 883 participants. The CAF Team have also facilitated a number of 1 hour briefing sessions and /or Training Sessions on request to individual agencies/teams and have developed "CAF Refresher Training" (55 participants to date) and "How to Chair Effective Team Around the Child Meetings" (65 participants to date). 	Green

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ENJOY AND ACHIEVE				
AREA OF FOCUS 10: Reduce absence from school and improve attendance				Green
10.1 Improve use of persistent absentee calculator in both primary and secondary settings, to enhance targeting of schools' pastoral resources.	30 September 2010	Head of Access & Admissions, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> An increased proportion of schools have now implemented the use of the Persistent Absentee (PA) calculator to target resources appropriately. Current data demonstrates an improvement in 15/17 Secondary schools PA numbers with the Authority data moving from 6.7% in Autumn 2008 to a provisional figure of 5.1% in Autumn 2009. 	Green
10.2 Continue the roll-out of SPIKE attendance project to all primary schools in the Borough.	31 December 2010	Head of Access & Admissions, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> The SPIKE project continues to grow and all but a few schools are actively engaged in the initiative. Reducing further absence in primary schools remains a significant challenge. Primary absence has dropped from 5.41% in Autumn 2008 to 5.27% in the overall 2008/09 academic year; against the target of 4.74%. 	Amber
10.3 Implement procedures contained within the revised Department for Children, Schools and Families guidance, to "ensure all children receive the education to which they are entitled", including children missing from education processes.	31 March 2011	Head of Access & Admissions, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> The process for monitoring children missing from education has been revised and enhanced. Additional training on the Department for Education's pupil data transfer system (S2S) supports this work. 	Green
AREA OF FOCUS 11: Ensure that young people from vulnerable groups access educational opportunities				Green
11.1 Review the first year of the Targeted Youth Service team and ensure continued compliance with national guidance on key elements of the integrated youth support service.	31 August 2009	Head of Integrated Youth Services, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Department of Children, Schools and Families (DCSF) self assessment completed demonstrating continued compliance with National Guidance. 	Green

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11.2 Expand the Youth Service schools offer into Cator Park, Kelsey, and Priory Schools.	31 December 2009	Head of Integrated Youth Services, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Youth Service Offer developed in Darwin, Kelsey and Priory with plans in place to implement after school Mobile drop in service at Cator. 	Green
11.3 Continue to fund the Moving onto Secondary School project, to deliver the year round Challenger Programme to year 6/7 pupils in transition.	30 April 2010	Head of Integrated Youth Services, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. 2 year London Development Agency Grant applied to deliver final year of Challenger programme into Kelsey and Cator schools. 40 young people have completed the programme. 	Green
11.4 Hold regular panel meetings to identify students who are a combination of missing from education, in care, and known to the Youth Offending Team, and coordinate integrated plans for each young person.	31 August 2009	Head of Integrated Youth Services, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Not in Education, Employment or Training (NEET) Manager's Forum established to bring together managers of teams working on prevention and reduction to share case management information and good practice. Panel function is developing and should be fully operational by September 2010. 	Amber
AREA OF FOCUS 12: Provide support for children with special educational needs (SEN) without formal 'statementing'				Green
12.1 Ensure increased and improved in-borough capacity and quality provision and review the SEN Audit and data collection. (For schools with units in categories of concern, link to 'London Challenge' and prioritise enhanced support through the development of the Complex Needs Team.)	30 April 2010	Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> 2009 SEN Autumn Audit arrangements developed to include more qualitative focus and opportunity for identification of needs of most vulnerable pupils. 185 school aged children (across 13 units) in specialist provisions attached to mainstream schools were audited. Co-ordination of SEN audit outcomes and Specialist Support & Disability (SS&D) panel referrals to inform planning for pupils with complex health needs. Complex Needs Team providing targeted support and training to specialist provisions identified in categories of concern. SEN unit audit in Autumn 2009 helped to inform Complex Needs team of priorities for support (both pupil and whole unit support needs across LDD units). Riverside and Marjorie McClure Special School Heads now both involved in Complex Needs team outreach development work. 	Green

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating
12.2 Narrow the attainment gap for disabled children and young people and ensure that staff have the necessary skills and competencies to work with disabled children, including those working widely outside of age related expectations and those with Autistic Spectrum Disorder/Aspergers' challenging behaviour.	30 April 2010	Head of Specialist Support and Disability Services, Children and Young People Service, London Borough of Bromley Head of Inclusion Support Service, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. All primary units attached to mainstream Schools have received CD-Rom copies of the thematic curriculum framework produced by the Curriculum Development Team. The majority of the primary special provisions are using the framework or adapting it to suit their setting. Advisory Teacher support for one day a week in place until March 2010 as part of Complex Needs team to embed specialist curriculum framework in specialist unit provisions. Bespoke training within pre-school settings given by 'Big Talk' team of Area SENCOs, as part of settings' Inclusion Development planning. Training in progress indicators for children widely outside of age related expectations planned for Unit heads as part of Complex Needs team outreach from Riverside school (March 2010). Complex Needs Team action plans to support teaching and learning experiences for vulnerable pupils in specialist provisions where schools are seeking additional support to sustain improvement or in provisions identified in categories of concern by London Challenge. 	Green
12.3 Develop and achieve new in-borough provision for children and young people with more complex Autistic Spectrum Disorder through new proposed provision at Riverside School (Beckenham Centre), additional provision at Langley Park School for Boys' (Sunil Centre) and enhanced provision at Glebe School.	30 April 2010	Assistant Director Access & Inclusion, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Riverside Beckenham Centre for ASD pupils opened on schedule in January 2010 with 24 pupils on roll (phase 1) and capital building programme and funding arrangements/ staffing for new centre in place 	Green
12.4 Enhance in-borough Speech & Language unit provision at secondary level.	30 April 2011	Assistant Director Access & Inclusion, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Multi-agency Steering group established with ICAN commissioned to provide support and training. Service Level Agreement in place with PCT Community Provider Unit to provide Speech & Language Therapy from April 2010. 	Green

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12.5 Open a new base for Sensory Support Service at Darrick Wood Schools and consider Secondary provision for deaf children and young people.	30 April 2011	Assistant Director Access & Inclusion, Children & Young People, London Borough of Bromley Head of Inclusion Support Service, Children and Young People Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. 'Griffins' Sensory Support Centre and specialist provision for deaf children opened in June 2009. Services for Sensory Impaired children and families developed for 0-5 year olds. 	Green
12.6 Meet Statutory Assessment timelines and reduce Tribunal activity, promoting family friendly in-borough support and parental confidence in the system, through the further development of the successful Assessment Communication Team (ACT) Pilot.	30 April 2011	Assistant Director Access & Inclusion, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Tribunal activity reduced. Significant reduction in SEN and Disability Tribunal (SENDIST) activity for 'Refusal to Assess'. 	Green
12.7 Implement the SEN Funding Review so that funds for children with lower levels of need are distributed through a formula and without the need for a statement.	30 April 2011	Assistant Director Access & Inclusion, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Consultation meetings were held in the Autumn term with schools and parent partnerships. The majority of feedback did not support the suggestion that Special Educational Needs and Additional Educational Needs funding should be allocated on a different funding methodology. In addition, the majority of responses did not support the suggestion that matrix level 5 was an appropriate cut of level above which statements should continue to be issued. It was agreed to look at alternative approaches to reduce reliance on statementing. Given the results of the consultation, this task will not be taken forward. 	Green
12.8 Through the Capital building programme, invest in necessary work to support school units and settings to promote access for more complex learning needs and disabilities.	30 April 2010	Assistant Director Access & Inclusion, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Priorities agreed for major unit Capital building programme at Alexandra and Crofton Units 2010/2011. Mottingham unit received initial building work to unit class in August 2009 - but temporary closure of unit class now planned from September 2010 until school comes out of category of concern. Priorities for Unit Capital Building recommendations determined through audit monitoring in Autumn 2009 and planned as part of 	Green

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			annual SEN audit. <ul style="list-style-type: none"> The development of a Phase 3 Children and Family centre at Hawes Down, in conjunction with the Joint Disability service, has taken place. This resource will be in place to support disabled children in relation to respite provision. 			
AREA OF FOCUS 13: Improve access to community leisure and recreation for young people						Green
13.1 Publish a summer activities brochure for young people.	31 July 2009	Head of Integrated Youth Services, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Summer activities brochure is now an annually produced publication. 			Green
13.2 Implement the Playbuilder Programme, to deliver 11 additional play spaces across the borough.	30 April 2010	Head of Integrated Youth Services, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Permission secured from CYP and Environmental Service (ES) Portfolio Holder (PH) to implement both years of the Playbuilder Programme with 22 play spaces refurbished or developed. 11 spaces will be completed by end of June 2010. 		Amber	
13.3 Further implement the delivery of the Playbuilder Programme to deliver a further 11 play spaces across the borough.	30 April 2011	Head of Integrated Youth Services, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Permission secured from CYP and ES PH to implement both years of the Playbuilder Programme with 22 play spaces refurbished or developed. 11 spaces to be completed by the end of March 2011. 			Green
13.4 Co-ordinate the work of the Youth Service Mobile Play team to a) deliver new, and b) facilitate access to existing community leisure and recreation services.	31 March 2011	Head of Integrated Youth Services, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Youth Service Mobile Play Team now deliver positive and play activity programmes in a number of park spaces during holiday periods. 3,500 children and young people participated in year to March 2010. 			Green
AREA OF FOCUS 14: Improve educational attainment of all children, particularly at Key Stages 1 and 2						Green
14.1 Re-focus literacy/numeracy support to those schools with greatest need.	30 September 2009	Head of Standards and Attainment, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. All schools have been categorised according to need and literacy and numeracy support has been targeted accordingly. There has been recognition in Ofsted reports of the effective support received by literacy and numeracy teams. 			Green
14.2 Implement an updated and refocused primary school improvement strategy; including support/intervention for those schools causing concern.	30 September 2009	Head of Standards and Attainment, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Completed. World Class Primary Plan detailing the LBB school improvement strategy and the individual action plans for schools causing concern, submitted to the DCSF as required by 31 March 2010. 			Green

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AREA OF FOCUS 15: Improve school buildings so that they provide the right environment for learning				Green
15.1 Complete construction of new Langley Park School for Boys building.	30 September 2011	Assistant Director Learning & Achievement, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> The contractor began site preparation and phase 1 of construction in April 2010. The completion of phase 1 remains on schedule for completion/occupation by Sept 2011. Demolition and construction on the existing site begins in Autumn 2011. Full completion expected summer 2012. 	Green
15.2 Complete the top priority schemes in the Primary Capital Programme.	31 March 2011	Head of Standards and Attainment, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Schemes currently progressing to tender through Executive. 	Green
15.3 Establish project and management arrangements for Project 1 in the Authority's "Building Schools for the Future" Programme.	30 September 2009	Assistant Director Learning & Achievement, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> The new Government (May 2010) has announced a review of all capital programmes, including Building Schools for the Future. The LA's strategy for capital investment in secondary schools will be reviewed in the late autumn taking account of the Government's announcement on capital programmes for schools. 	Amber

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MAKE A POSITIVE CONTRIBUTION				
AREA OF FOCUS 16: Maintain improvements in the Youth Offending Service and reduce levels of re-offending				Green
16.1 Expand the restorative justice programme across community and corporate initiatives, and work directly with victims of crime to inform pre-sentence reports.	30 September 2009	Head of Youth Offending Team, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> • Good progress achieved - a number of reparation schemes identified across community and corporate arrangements. Combined with an Education Training and Employment (ETE) mentoring scheme this has been recognised as an area of good practice by Youth Justice Board. • Improvement on information for pre-sentence reports– this continues to be an area of focus with a focus on increasing letters of apology to victims in post court area of service. 	Green
16.2 Review the existing group work programme to meet the requirements of the Scaled Approach and implementation of the Youth Rehabilitation Order in Autumn 2009.	31 August 2009	Head of Youth Offending Team, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> • Completed. • All group work programmes reviewed and revised information booklet has been produced. Training delivered in April 2010 by Group Work Co-ordinator to community panel members. • Arrangements in hand for Youth Magistrates to have a copy of the booklet. 	Green
16.3 Support young people to access appropriate education, employment or training provision to maximise life chances and sustain economic well-being.	31 March 2011	Head of Youth Offending Team, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> • Overall performance against NI 45 for 2009/10 was 78% against a target of 90%. Presentation given to YOT Operational Management Board on 23.4.09 highlighting challenges in both pre and post 16 cohort. There is a notable increase in the nos. of young people who are entrenched NEET (Not in Employment Education or Training) in 16+. 	Green
16.4 The Youth Offending Team (YOT) Education, Employment and Training team to work in partnership with a range of providers to identify gaps in provision.	31 March 2011	Head of Youth Offending Team, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> • The YOT Education Employment and Training Team is aware of in borough provision for pre and post 16. The Commissioning Education and Training for 16-19 year olds in the Youth Justice System from 2011/12 strategy will be supporting the challenges in the 16+ NEET, e.g. access to the Young People's Learning Academy (Colleges and Work Based Learning providers). 	Green

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16.5 Ensure that the workforce is appropriately trained in risk management, assessment, intervention planning, supervision and safeguarding.	31 March 2011	Head of Youth Offending Team, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Risk management, APIS (Assessment, Planning, Intervention and Supervision) was delivered in early 2009 and Safeguarding training is accessed through Local Safeguarding Children Board and Learning and Development (L&D) for new staff. Management team attended refresher safeguarding training in 2010. Further Risk Management and APIS training will be accessed during 2010. Safeguarding training dates not available until post July 2010 either through LSCB or L &D. 	Green
AREA OF FOCUS 17: Improve services for adolescents				Green
17.1 Undertake a customer satisfaction survey of the Youth Service.	December 2009	Head of Integrated Youth Support Services, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Customer satisfaction survey undertaken with findings now informing delivery of centre based and detached provision in particular opening times and content of activity offer. 	Green
17.2 Continue to implement recommendations under the Select Committee Review of youth provision (2006).	April 2010	Head of Integrated Youth Support Services, London Borough of Bromley	<ul style="list-style-type: none"> Most areas of the Select Committee Review of Youth Provision Action Plan have been implemented to Green progress score. 	Green
17.3 Strengthen the strategic link between the Children and Young People Services, Environment Services, and Renewal and Recreation departments, to inform the commissioning of positive activities.	December 2010	Head of Integrated Youth Support Services, London Borough of Bromley	<ul style="list-style-type: none"> Cross-Portfolio and Multi-Agency Positive Activities Commissioning Group now established and will deliver a Local Authority Positive Activities Commissioning Plan by September 2010. 	Green
AREA OF FOCUS 18: Improve transition planning for young people with learning difficulties and disabilities				Green
18.1 Improve transition arrangements for young people with learning difficulties and disabilities, in partnership with adult and community services and service users.	April 2011	Assistant Director Access & Inclusion, Children & Young People, London Borough of Bromley	<ul style="list-style-type: none"> Disabled Children's Social Work Team (CYP) working in partnership with Transition Team (ACS) have reviewed and developed protocols and procedures for joint working and transfer processes. Termly multi-agency meetings are held at which the cohort of children with a Statement of SEN from Year 9 onwards is discussed. These meetings also ensure early identification to ensure appropriate commissioning. Increased partnership working between the Targeted Youth Support Manager, Group Manager Disabled Children's Social Work team and Specialist Connexions advisers. 	Green

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AREA OF FOCUS 19: Ensure that young people leaving care successfully transfer to independent living				Green
19.1 Support Young People to access appropriate education, employment or training, to maximise life chances and sustain economic wellbeing.	March 2011	Group Manager Leaving Care 16+, London Borough of Bromley	<ul style="list-style-type: none"> Ofsted Safeguarding and LAC Inspection in April 2010 commented positively on Leaving Care services. Year 11 pupils are identified early and monitored at a regular meeting involving the Virtual School Head, The Leaving Care Team (LCT) Manager, The LCT Connexions Adviser and The Targeted Youth Support Manager. Information and support is offered to Social Workers in the LAC Team and carers regarding the availability of college courses and the application process by the LCT Connexions Adviser. This group also monitors the young people as they reach age 19, for those that are struggling or are not participating in employment, education or training all available options are considered and an appropriate response/plan put in place. The LCT provides a package of support to those entering higher education, which includes financial assistance. We currently have 22 people engaged in higher education courses. 	Green
19.2 Ensure the names of all Young People who qualify for Leaving Care Services are placed on the housing register at age 16, and that they are supported to access permanent accommodation when they reach 18 and are assessed as ready.	March 2011	Group Manager Leaving Care 16+, London Borough of Bromley	<ul style="list-style-type: none"> Care Leavers are recognised as a priority group for permanent housing and are able to bid for properties through the choice based lettings scheme when they are assessed as ready to manage in their own tenancy. Care Leavers access between 20-25 permanent tenancies a year. 	Green
AREA OF FOCUS 20: Tackle the fear of crime among young people				Green
20.1 Undertake a review of the Positive Behaviour Strategy to ensure that it, and the supporting Action Plan, adequately focus on reducing the fear of crime among young people.	December 2009	Head of Integrated Youth Support Services, London Borough of Bromley	<ul style="list-style-type: none"> Review of the Positive Behaviour Strategy completed and reported to Members and the Children and Young People Trust Board in November 2008. Leadership for the Positive Behaviour Strategy transferred to Integrated Youth Support Service in April 2010 with objective of refocusing work undertaken to date. 	Amber

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20.2 Contribute to the delivery of the Youth Crime Conference delivered by the Bromley Community Engagement Forum.	April 2010	Head of Integrated Youth Support Services, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Bromley Community Engagement Forum held the second Youth Conference on 30 April 2010. The theme was Road Safety, Cyber Bullying and Respect and outcomes from the event will be published in due course. 	Green
AREA OF FOCUS 21: Put in place borough-wide strategy for reducing bullying				Green
21.1 Put in place a borough-wide strategy for developing E-safety among agencies and to raise E-safety awareness.	March 2010	Head of Access and Admissions, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The Bromley E-Safety Strategy is closely aligned with the support and advice provided by the London Grid for Learning. All Bromley Schools have an identified E-Safety officer in place and have developed an active Acceptable User policies for their School Communities. Schools are also supported through the combined efforts of the ICT in Schools Co-ordinator in conjunction with the PSHE Adviser, the ICT Secondary Advisor and the Bromley Local Safeguarding Board. 	Green
21.2 Support the implementation of the Bullying Strategy across the Borough.	March 2011	Head of Access and Admissions, London Borough of Bromley	<ul style="list-style-type: none"> Responsibility passed over to Behaviour Service (BS) from Jan '10 from Learning & Achievement. Schools are continuing to meet the statutory guidance for Anti-Bullying. The BS is working with National Strategies Area Lead to audit the LA Primary and Secondary schools which will form the targets and priorities for resources. 	Green
AREA OF FOCUS 22: Ensure that young people are able to be involved in the democratic process and in service design, development and delivery				Green
22.1 Support all partners to implement "Get Involved!", the active involvement strategy, through a programme of professional support and development.	March 2011	Assistant Director, Strategy and Performance, London Borough of Bromley	<ul style="list-style-type: none"> Adviser (PSHE and Citizenship) continuing to 'roll out' training programme to partners with regular reports provided to the Active Involvement Strategy Group. Summary of key messages from consultation and engagement activities produced for 2009/10 and will help shape the Children and Young People's Plan 2011/14. Briefings have been given to CYP Services Management Forum and training sessions to teams across the Trust, including: Education Business Partnership, 14-19 Services, Phoenix Resource Centre, and Health Improvement Service. 	Green

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22.2 Hold annual elections for the Youth Council, ensuring that it fully represents the voice of local youth and promotes young people's engagement in democratic processes.	January 2010	Head of Integrated Youth Support Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Youth Council elections held (in February 2010) by the Youth Service, in cooperation with schools and the Council's Electoral Services, with more than 7,000 young people taking part. Youth Manifesto event held by the Youth Council in March 2010 to develop priorities for 2010/11. 	Green
22.3 Provide support to School Councils to enable their role within schools to be strengthened, completing a programme of in-service training within the curriculum for Personal, Social and Health Education.	July 2010	Head of Integrated Youth Support Service, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Youth Participation Worker and members of Bromley Youth Council have supported school councils to hold elections. There is now a much stronger relationship between school councils and Bromley Youth Council. 	Green
AREA OF FOCUS 23: Reduce school exclusions, particularly for children from vulnerable groups				Green
23.1 Develop consistency across the Borough in the decision-making process for full-time and part-exclusions.	July 2009	Head of Inclusion and Respite, London Borough of Bromley	<ul style="list-style-type: none"> Completed. An excellent level of consistency in the decision making process has been achieved which has helped lead to a 42% reduction in Permanent Exclusions in the last academic year. 	Green
23.2 Establish exclusion protocols across the key stages.	September 2009	Head of Inclusion and Respite, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Clear and precise procedures are in place that ensure the statutory legislation relating to the exclusion process is met, particularly education provision from day 6 of an exclusion. 	Green
23.3 Improve and refine the exclusion process, ensuring that each young person's case is scrutinised.	July 2009	Head of Inclusion and Respite, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The Head of the Behaviour Service is contacted by the Head Teacher in the decision making process of a Permanent Exclusion and provides clear guidance and support on exclusions over 5 days in length. During this process each young person's case is scrutinised and their case history as well as other agency involvement and mitigating circumstances. 	Green
23.4 Improve monitoring and reporting systems to inform schools of trends, enabling them to be proactive in targeting groups of students at risk of an exclusion.	September 2009	Head of Inclusion and Respite, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Complete transparency with data is now enjoyed with Half termly reports shared with schools at Head Teacher forums. Data is analysed by year group, gender, ethnicity, postcode and offence type. Resources are deployed proportionately as a result. 	Green

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Summary of Tasks/Milestones	Deadline	Lead Officer and Agency	Summary of Progress (April 2010)	Progress Rating		
ACHIEVE ECONOMIC WELLBEING						
AREA OF FOCUS 24: Work with relevant services to increase the availability of suitable and affordable housing for vulnerable groups, including through FOYER schemes for young people					Amber	
24.1 Identify site for the Foyer Project and obtain planning permission, subject to outcomes of appeal.	July 2009	Assistant Director (Housing & Residential Services), London Borough of Bromley	<ul style="list-style-type: none"> Site identified but planning permission refused. No alternative site has become available mainly due to recession and also due to limited site availability within the preferred area. 	Red		
24.2 Obtain capital funding for the Foyer Project. <ul style="list-style-type: none"> commence development; complete development. 	September 2009 November 2009 Summer 2011	Assistant Director (Housing & Residential Services), London Borough of Bromley	<ul style="list-style-type: none"> Consequently no bid ever made for funding as grant funding process requires a deliverable scheme to base the bid on (Ref. 24.1). 	Red		
24.3 10% of affordable housing to be to wheelchair standard in suitable developments of 10 units or more.	March 2011	Assistant Director (Housing & Residential Services), London Borough of Bromley	<ul style="list-style-type: none"> Achieved – particularly so in terms of schemes in the physical development pipeline as it takes time to turn aims/policy in to physical units due to time lag in planning permission and building process. 			Green
24.4 10% of market housing on sites of 20 units or more to be wheelchair accessible.	March 2011	Assistant Director (Housing & Residential Services), London Borough of Bromley	<ul style="list-style-type: none"> Same as above comment – albeit always harder to get many developers of private units to understand reason – let alone need – for this and to approach it willingly. 			Green
24.5 Maintain zero 16 and 17 years olds in Bed and Breakfast temporary accommodation - except in an emergency and then for no more than ten days.	March 2011	Assistant Director (Housing & Residential Services), London Borough of Bromley	<ul style="list-style-type: none"> Zero 16 and 17 year olds in B&B achieved by March 2010. A joint protocol and one-stop-shop service have been introduced between Adult and Community Services and Children and Young People Services to support homeless 16-17 year olds. 			Green
AREA OF FOCUS 25: Ensure support by housing services to parents of disabled children to enable the necessary adaptations to their houses						Green
25.1 Maximise use of disabled facilities grants budget to carry out adaptation to existing stock, with an aim to achieve at least six family home adaptations annually.	March 2011	Head of Residential Services, London Borough of Bromley	<ul style="list-style-type: none"> 11 family home adaptations carried out. Spend of full grant achieved plus additional sums from HRA budget. All main Housing Association partners signed up to scheme to carry out own minor adaptations which speeds up process and enables main DFG budget to be concentrated on more complex cases. 			Green

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25.2 Approve all applications for disabled facilities grants within six months of receipt.	March 2011	Head of Residential Services, London Borough of Bromley	<ul style="list-style-type: none"> This target is consistently being met. 	Green
AREA OF FOCUS 26: Increase the proportion in education, employment or training of young people over 16 with learning difficulties/disabilities, and those in care				Green
26.1 Review the specialist advisory service provided to young people with learning difficulties and disabilities, and ensure that assessments are completed to time and to the standards released in April 2008.	April 2010	Assistant Director (Learning and Achievement), London Borough of Bromley	<ul style="list-style-type: none"> Completed. Learners with Learning Difficulties and Disabilities (LLDD) Commissioning Strategy Group in place including Adult Services, all LLDD providers (including Nash College), and cross CYP officers. Specialist advisory services under review (139a Assessments) reporting June 2010. Additional staffing resource identified from LSC staffing funding to be in place September 2010. 	Green
26.2 Improve transition by establishing collaboration between specialist providers on the Foundation Learning Tier (FL).	July 2009	Assistant Director (Learning and Achievement), London Borough of Bromley	<ul style="list-style-type: none"> Completed. Specialist providers identified. Post-16 Further Education and Work Based Learning already delivering FL. All centres have undergone FL health check. FL Implementation plan drafted for June 2010 14-19 Board approval. KS4 Pilot centres identified for September 2010. LA strategy fully compliant with DCSF requirements. 	Green
26.3 Improve motivation to progress Post-16 by establishing wider range of 'alternative provision' in Special Schools via new Progression Courses and School Engagement Programme.	July 2009	Assistant Director (Learning and Achievement), London Borough of Bromley	<ul style="list-style-type: none"> Completed. Wide range of alternative provision in place and courses under conversion to Foundation Learning. School Engagement Programme (now ceased) converted to FL pilots for September 2010. 	Green

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SERVICE MANAGEMENT				
AREA OF FOCUS 27: Improve the support and challenge given to primary schools, enabling targeted schools to sustain improvement				Green
27.1 Categorise schools according to need and deploy resources appropriately to ensure bespoke support/challenge.	September 2009	Head of Learning, London Borough of Bromley	<ul style="list-style-type: none"> Completed. All schools categorised according to need and resources targeted appropriately (Ref: World Class Primary Plan for Bromley LA) 	Green
27.2 Evaluate the effectiveness of the support provided to schools causing concern through detailed plans for improvement and ensure accountability rests with school stakeholders.	March 2010	Head of Learning, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Accountability meetings (School SLT / Governor/ SIP/LA personnel) set up for each school causing concern – now operational. Purpose is to monitor and evaluate progress against the school action plan. 	Green
AREA OF FOCUS 28: Further improve the way we track performance and monitor progress in our services				Green
28.1 Produce an action plan following a review of the systems for collecting data, to ensure their security and accuracy.	March 2010	Information Systems Strategic Adviser, London Borough of Bromley	<ul style="list-style-type: none"> Following a review of the mechanisms used for collecting data, it was identified that a new solution would be required to collect data from schools with effect from July 2010. After considering the options available, a decision was made to purchase a new system called Fronter, which is a secure Web Portal which enables secure sharing of information between schools and the LA. This system is currently being implemented and key staff are currently being trained. It is planned to have this rolled out to all schools by July 2010. 	Green
28.2 Develop the needs analysis, to ensure that it is comprehensive and integrated, and contributes effectively to service planning.	October 2010	Head of Research and Statistics, London Borough of Bromley	<ul style="list-style-type: none"> Collation of a range of information and analysis is underway to form an updated needs analysis for CYP. It is intended for this to be electronically available and updatable by the LA and partners. It will be used for the 2011 CYP Plan and in a wider context as a source for commissioning and strategy across CYP services. A Needs Analysis Steering Group was established in February 2010 comprising key professionals across the LA and all partners. All Community Areas have detailed business plans. These plans detail the needs analysis taken place in local areas and how this informs service provision within each Community Area. 	Green

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28.3 Ensure that population/pupil projections are effectively utilised to inform service planning.	March 2010	Head of Research and Statistics, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The annual set of pupil projections (which incorporate population projections, provided to the LA from the Greater London Authority, continue to be used in school place planning. There has been some additional analysis of the trend and accuracy of the population projections which is being incorporated into the needs analysis. 	Green
AREA OF FOCUS 29: Develop the Commissioning Strategy				Green
29.1 Embed the Commissioning Operational Group, as the key operational support group for service managers across the Council and Bromley Primary Care Trust.	March 2010	Strategic Commissioning Manager, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The Commissioning Operational Group was established in 2009/10 with four meetings taking place across the year, well attended by teams across CYP. 	Green
29.2 Develop and implement an operational business cycle for the Commissioning Framework.	March 2010	Strategic Commissioning Manager, London Borough of Bromley	<ul style="list-style-type: none"> Completed. A business cycle for commissioning was agreed by CYP SMT in 2009/10 and communicated across all CYP departments. Formal processes for Portfolio Holder approval and PDS scrutiny of Commissioning Intentions for CYP was introduced in 2009. 	Green
29.3 Maintain and develop the Contracts Database for the Children and Young People Services department, to inform commissioning strategy.	March 2010	Strategic Commissioning Manager, London Borough of Bromley	<ul style="list-style-type: none"> Completed. The Contracts Database was fully populated in 2009/10 with analysis conducted, identifying areas of potential duplication or alignment of commissioning. A work plan was produced based on information collected via the Database, identifying key commissioning and procurement actions and timescales for all contracts for all teams. The database analysis and the work plan was communicated across all CYP departments. 	Green
29.4 Third Sector Development Strategy to be developed and agreed by the Trust Board.	March 2010	Strategic Commissioning Manager, London Borough of Bromley	<ul style="list-style-type: none"> The Contracts Database analysis identified key areas of Voluntary Sector involvement in CYP commissioning, identifying that the Voluntary Sector was the main provider sector in all areas where this was possible. The voluntary sector has been briefed on the contracts database analysis and the commissioning arrangements in CYP via the Bromley Children & Families Voluntary Sector Forum briefings and a special briefing held with the Voluntary Sector Forum and Community Links. However, the drafting of a specific development strategy has yet to commence. 	Amber

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29.5 Market Sector Development Strategy to be developed and agreed by the Trust Board.	March 2010	Strategic Commissioning Manager, London Borough of Bromley	<ul style="list-style-type: none"> This work has yet to commence. 	Red		
AREA OF FOCUS 30: Fully recognise the diverse needs of the Borough's community, to ensure improved outcomes for all children and young people						Green
30.1 Complete Equalities Impact Assessments for all strategies and plans that are developed and/or reviewed.	March 2011	Workforce Development and Business Support Manager, London Borough of Bromley	<ul style="list-style-type: none"> A rolling programme of Equalities Impact Assessments is in place for existing CYP strategies when they are reviewed and for new strategies under development. There is an annual corporate target of 3 EIA's per service department. CYP exceed this target each year. 			Green
30.2 Continue to monitor the reporting of racist incidents.	March 2010	Workforce Development and Business Support Manager, London Borough of Bromley	<ul style="list-style-type: none"> Completed. A web based system for the monitoring and reporting of racists' incidents in schools has been in place since January 2009 to address concerns of under reporting of racist incidents. The introduction of an easy to access and simpler system for the recording of incidents has led to a significant increase in both the number of incidents reported and the number of schools reporting incidents. Trend data is monitored by the CYP Equalities forum and an annual report is presented to CYP SMT and Head Teachers. 			Green
30.3 Contribute to the Borough's community-led Diversity Day, by publicising services that are available to the wider community.	October 2009	Workforce Development and Business Support Manager, London Borough of Bromley	<ul style="list-style-type: none"> Completed. CYP was well represented by services within the Department at the October 2009 diversity day community event Services represented on the day included, The Bromley Families Information Service, Bromley Children and Families Project, Children's Social Care Fostering and Adoption Team, CYP Workforce Development Team and The Youth Service. Representation on the day provided an opportunity to showcase and promote a variety of services available for CYP to our diverse communities. 			Green
AREA OF FOCUS 31: Ensure the recruitment and retention of sufficiently trained social care staff						Green
31.1 Explore further the use of new media for staff recruitment, to ensure appropriate targeting of advertisements and the widest pool of applicants.	September 2009	Head of HR Organisational Development, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Re-branding of social care advertising agreed; focus on on-line advertising including social networking sites. 			Green

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31.2 Revise the recruitment and retention strategy for Children's Social Care, ensuring that salary and benefit levels remain competitive.	March 2010	Head of HR Organisational Development, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Executive agreed a revised recruitment and retention strategy on 3 February 2010. 	Green
31.3 Strengthen professional development and support arrangements for staff in post, to ensure retention and effective use of staffing resources.	March 2010	Head of HR Organisational Development, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Grow our own scheme agreed as part of recruitment and retention strategy providing up to 8 places. Delivery of newly qualified social work training and development of a new supervision training programme sourced from the Tavistock Institute. 	Green
AREA OF FOCUS 32: Implement a workforce development strategy which promotes effective integrated working				Green
32.1 Embed the common induction module for practitioners.	September 2009	Workforce Development and Business Support Manager, London Borough of Bromley	<ul style="list-style-type: none"> A CYP induction module has been produced and is ready for piloting across CYP Trust partners. 	Amber
32.2 Establish a repository of learning opportunities available to staff.	September 2009	Workforce Development and Business Support Manager, London Borough of Bromley	<ul style="list-style-type: none"> Completed. A Children's Workforce section is available on the Bromley Partnerships website. It includes a central training repository, a resource library, a terminology glossary, updates on workforce development and links to other relevant guidance, i.e. information sharing, common core etc. 	Green
32.3 Disseminate the self-assessment tool for integrated working throughout partner organisations.	March 2010	Workforce Development and Business Support Manager, London Borough of Bromley	<ul style="list-style-type: none"> Completed. Over 30 focus groups have been facilitated across the CYP Trust and feedback from groups has been fed back to managers. Common areas across the workforce have been identified for future development, for example improving communications between services and partners, establish confident use of Common Assessment Framework and delivering more multi-agency training. An action plan has been developed. 	Green

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