



THE LONDON BOROUGH  
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DATE: 21 November 2011

To: Members of the  
**CHILDREN AND YOUNG PEOPLE POLICY DEVELOPMENT AND SCRUTINY  
COMMITTEE**

Councillor Stephen Wells (Chairman)  
Councillor Diana MacMull (Vice-Chairman)  
Councillors Judi Ellis, John Getgood, Mrs Anne Manning, Alexa Michael,  
Tom Papworth, Ian F. Payne and Neil Reddin

Church Representatives with Voting Rights  
Father Owen Higgs and Joan McConnell

Parent Governor Members with Voting Rights  
Dolores Bray-Ash JP and Nancy Thompson

Non-Voting Co-opted Members  
1 x Secondary Teacher Representative (vacancy)  
1 x Young People Representative (vacancy)  
Tom Clements, (Young Peoples Representative)  
Brian James, (Looked After Children)  
Karen Nicholson, (Independent Schools Representative)  
Alison Regester, (Pre-school Settings and Early Years Representative)  
Dr Jenny Selway, (Bromley Primary Care Trust)  
Michael Youlton, (Head Teacher Representative)

A meeting of the Children and Young People Policy Development and Scrutiny  
Committee will be held at Bromley Civic Centre on **TUESDAY 29 NOVEMBER 2011**  
**AT 7.00 PM**

MARK BOWEN  
Director of Resources

***Copies of the documents referred to below can be obtained from***  
**[www.bromley.gov.uk/meetings](http://www.bromley.gov.uk/meetings)**

# A G E N D A

## PART 1 (PUBLIC AGENDA)

### STANDARD ITEMS

**1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF ALTERNATE MEMBERS**

**2 DECLARATIONS OF INTEREST**

**3 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

To hear questions to the Committee received in writing by the Democratic Services Team by 5pm on Wednesday 23<sup>rd</sup> November 2011 and to respond.

**4 MINUTES OF THE CYP PDS COMMITTEE MEETING HELD ON 18 OCTOBER 2011 AND MATTERS ARISING (Pages 5 - 14)**

### PORTFOLIO HOLDER PRESENTATIONS AND DECISIONS

**5 QUESTIONS TO THE PORTFOLIO HOLDER FROM MEMBERS OF THE PUBLIC AND COUNCILLORS ATTENDING THE MEETING**

To hear questions to the Portfolio Holder received in writing by the Democratic Services Team by 5pm on Wednesday 23<sup>rd</sup> November 2011 and to respond.

**6 PORTFOLIO HOLDER'S UPDATE (Pages 15 - 22)**

The Committee to receive an update from the Portfolio Holder and to note decisions taken since the last meeting.

**7 PRE-DECISION SCRUTINY OF REPORTS TO THE CHILDREN AND YOUNG PEOPLE PORTFOLIO HOLDER**

The Children and Young People Portfolio Holder to present scheduled reports for pre-decision scrutiny on matters where he is minded to make decisions.

**a CHILDREN AND YOUNG PEOPLE SERVICES: STAFFING BUSINESS FUNCTIONS AND FUNDING (Pages 23 - 42)**

**b CHILDREN AND YOUNG PEOPLE BUDGET MONITORING REPORT 2011/12 (Pages 43 - 60)**

**c MEMBERSHIP OF SCHOOL GOVERNING BODIES (Pages 61 - 66)**

**8 QUESTIONS ON THE CYP PORTFOLIO HOLDER BRIEFING**

The briefing comprises:

- Annual Performance Assessment

Members and Co-opted Members have been provided with advance copies of the briefing via e-mail. The briefing is also available on the Council's Website at the following link:

<http://cds.bromley.gov.uk/ieListMeetings.aspx?CId=559&Year=2011>

Printed copies of the briefing are available upon request by contacting Kerry Nicholls on 020 8313 4602 or by e-mail at [kerry.nicholls@bromley.gov.uk](mailto:kerry.nicholls@bromley.gov.uk).

## **POLICY DEVELOPMENT AND OTHER ITEMS**

**9 CAPITAL MONITORING QUARTER 2 (Pages 67 - 74)**

**10 CYP WORK PROGRAMME 2011/2012 (Pages 75 - 86)**

### **PART 2 (CLOSED AGENDA)**

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

The Chairman to move that the Press and public be excluded during consideration of the items of business listed below as it is 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.

	<b>Items of Business</b>	<b>Schedule 12A Description</b>
<b>12</b>	<b>EXEMPT MINUTES OF THE CYP PDS COMMITTEE MEETING HELD ON 18 OCTOBER 2011 (Pages 87 - 88)</b>	
<b>13</b>	<b>EXEMPT (PART 2) DECISIONS TAKEN BY THE PORTFOLIO HOLDER SINCE THE LAST MEETING (Pages 89 - 90)</b>	
<b>14</b>	<b>PRE-DECISION SCRUTINY OF PART 2 (EXEMPT) REPORTS TO THE CHILDREN AND YOUNG PEOPLE PORTFOLIO HOLDER</b>	
<b>a</b>	<b>THE PRIORY SCHOOL REQUEST FOR FUNDING TO SUPPORT COSTS IN RESPECT OF SUPPORT STAFF REDUNDANCIES ARISING FROM A SCHOOL BASED RESTRUCTURING (Pages 91 - 108)</b>	Information relating to any individual.
<b>15</b>	<b>CHILDREN AND YOUNG PEOPLE PORTFOLIO - PREVIOUS PART 2 DECISIONS (Pages 109 - 110)</b>	

To note Part 2 decisions of the Portfolio Holder  
made since the last meeting of the Committee.

**DATES OF FUTURE CYP PDS COMMITTEE MEETINGS**

17<sup>th</sup> January 2012

21<sup>st</sup> February 2012

20<sup>th</sup> March 2012

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## CHILDREN AND YOUNG PEOPLE POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 18 October 2011

### **Present:**

Councillor Stephen Wells (Chairman)  
Councillor Diana MacMull (Vice-Chairman)  
Councillors Mrs Anne Manning, Judi Ellis, Ian F. Payne,  
Neil Reddin, Alexa Michael and Kathy Bance

Tom Clements, Father Owen Higgs, Brian James, Tom  
Clements, Alison Register and Michael Youlton

### **Also Present:**

Councillor Brian Humphrys, (CYP Portfolio Holder Executive Assistant)  
Councillor Lydia Buttinger, (CYP Portfolio Holder Executive Assistant)

## **28 APOLOGIES FOR ABSENCE AND NOTIFICATION OF ALTERNATE MEMBERS**

Apologies for absence were received from Councillor Papworth, Councillor Getgood (Cllr Bance attended as his alternate), Mrs Dolores Bray-Ash, Mrs Joan McConnell, Mrs Karen Nicholson, Mrs Nancy Thompson and Dr Jenny Selway.

The Portfolio Holder, Councillor Ernest Noad also sent his apologies.

The Chairman noted that some members of the Committee had not yet attended any meetings so far this municipal year, and informed the Committee that he would be writing to these individuals.

## **29 DECLARATIONS OF INTEREST**

The Chairman reminded the Committee that the Declarations of Interest made at the meeting on 14<sup>th</sup> July 2011 were taken as read

Councillor Ian Payne declared that he was a Governor at Edgebury Primary School.

Mr Michael Youlton declared that he was the Headteacher of Tubbenden Primary School.

**30 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

There were none.

**31 MINUTES OF THE CYP PDS COMMITTEE MEETING HELD ON 6TH SEPTEMBER AND MATTERS ARISING**

Councillor Ian Payne requested that his declaration of interest as a Governor at Edgebury Primary School should be added.

**RESOLVED that the minutes from the meeting held on 6<sup>th</sup> September 2011 be agreed.**

Under matters arising, the following points were noted:

Minute 15 (6 September 2011) - The CYP Portfolio Holder would hold a special meeting in mid-November (17<sup>th</sup>) in order to formally release documentation for consultation relating to foster carers' payments; a further report seeking comments from the PDS Committee as part of this consultation would be put to the next meeting on 29<sup>th</sup> November, alongside other financial issues scheduled on the agenda.

Minute 21(c) (6 September 2011) - a paper on recruitment and support for foster carers for children with complex needs would be put to the January 2012 meeting of this Committee.

**32 PERFORMANCE MONITORING 2011/12: 1ST QUARTER, AND PDS WORKING PARTY ON PERFORMANCE MONITORING DATA**  
**Report DCYP11114 and DCYP11121**

The Committee considered a report providing an update on progress against key performance indicators for Children and Young People Services in Bromley for Quarter 1 (April to June) 2011. The Committee was pleased to see that targets had so far been exceeded in a number of areas, and noted other areas where performance was behind target.

The Chairman reported that Councillor Papworth had expressed some concerns about a number of the targets that progress was measured against, a number of which had already been identified by the CYP Working Party on performance monitoring data (whose report had been circulated as Item 10a elsewhere on this agenda) for changes in either the nature or frequency of presentation. The individual targets had previously been established each spring by the department's Senior Management Team as part of their work on drawing up the Portfolio Plan, and the Committee noted that future involvement by the Working Party was envisaged at that stage in 2012. The Chairman expressed thanks to Working Party colleagues who had turned around a complex piece of work in a very tight timescale.

Mrs Regester raised concerns about the fact that early years providers currently received no systematic feedback about subsequent progress made by each cohort, which they could use to assist them in assessing whether performance might be enhanced at the foundation stage; the Director undertook to follow up on this issue.

**RESOLVED that**

- (1) progress against key performance indicators be noted; and**
- (2) the conclusions of the Working Party on changes to future presentation of performance monitoring data be supported**

**33 QUESTIONS TO THE PORTFOLIO HOLDER FROM MEMBERS OF THE PUBLIC AND COUNCILLORS ATTENDING THE MEETING**

There were none.

**34 PORTFOLIO HOLDER'S UPDATE**

The Committee noted the decisions taken by the Portfolio Holder since the last meeting.

On behalf of the Portfolio Holder, Councillor Humphrys updated the Committee on the pursuance of shared services and best practice initiatives with both Bexley and Croydon. This built on existing joint working in areas such as admissions, youth service contracts, etc.

A range of potential areas were being actively explored, including

- various Special Educational Needs services, such as shared contract/placement monitoring, joint commissioning, shared transport and an Invest to Save initiative to fund less costly in-Borough provision for secondary age pupils
- sold services to schools, covering governor support, school improvement initiatives, HR, finance, property and IT
- Children's social care and safe-guarding provision such as emergency duty cover, QA and statutory regulation and foster carers' recruitment strategies

Stakeholders and service users would be consulted wherever any of this work was likely to result in appreciable changes to provision.

**35 PRE-DECISION SCRUTINY OF REPORTS TO THE CHILDREN AND YOUNG PEOPLE PORTFOLIO HOLDER**

**A) AN UPDATE ON THE RECENT GOVERNMENT REFORM DEVELOPMENTS INCLUDING THE ACADEMY PROGRAMME Report DCYP11116**

The Director, Children and Young People Services, introduced a progress update report on the policy developments within the Government's reform

programme for education and wider children's services. The report also provided an update on the academy programme, developments within Bromley and the strategic implications for the Council.

The Committee asked for their congratulations and thanks to be extended to staff who had been involved in the successful achievement of the Pathfinder Bid mentioned in the report. The opportunity to be at the forefront of testing out principles such as personal budgets for parents of children needing SEN services was welcomed.

The Director drew particular attention to key change on the horizon, most notably:

- the consultation exercise being undertaken on statutory guidance relating to the future role and responsibilities of the chief officer and lead member responsible for children's services. Given the wide-ranging implications for corporate governance the Council's response would not only seek to take this Committee's and the Portfolio Holder's views into account, but also other leading Members' views. In answer to questions, the Director clarified that this guidance would not preclude a Council restructuring such as that currently under consideration.
- The news that the Department for Education (DfE) had not approved the application by the Paxton Free School in the current wave; although this could be revisited when next year's applications were considered by the DfE.
- No further school governing bodies had notified the Council that they were considering transition to Academy status, nor had the Secretary of State determined any transitions locally.
- There were some concerns about suggestions that the Government might be considering the possibility of in-year clawbacks of dedicated school grant contingencies used to finance SEN, family support, etc

**RESOLVED that the Portfolio Holder be recommended to endorse the approach being taken by the Director CYP in response to the overall policy changes including local Academy developments.**

## **B) CYP BEHAVIOUR SERVICE RESPITE PROVISION** **Report DCYP11115**

The Director, Children and Young People Services introduced a report providing the background to respite provision in Bromley, updating Members on the number of pupils attending the Behaviour Service Respite Provision in Chipperfield Road, and progress made by officers on finding an alternative location for the service.

A reduced number of students was now on the site, with others undertaking programmes of activity elsewhere. An update on the costs and timescales involved in moving the service to a new location would be presented at the next meeting of the Committee.



**RESOLVED** that information relating to the number of students within the Behaviour Service Respite Provision and the progress made on finding an alternative location be noted.

**C) INTEGRATED TRANSITION STRATEGY FOR YOUNG PEOPLE WITH LEARNING DIFFICULTIES AND/OR DISABILITIES**  
**Report ACS11052**

The Director, Children and Young People Services introduced a report providing an update on the development of a draft Integrated Transition Strategy for young people with learning difficulties/disabilities. The report had been produced jointly by Adult and Community Services and Children and Young People Services with input from colleagues in health.

The Committee noted the suggestions for amendments made by the Adult and Community Services PDS Committee. They requested that the draft also be amended to make specific reference to the opportunities that should be open for pursuing educational opportunities but, subject to this, otherwise were supportive of its release for consultation.

**RESOLVED** that the Portfolio Holder be recommended to:

- (a) agree to the release of the draft strategy for consultation for a period of 3 months from November 2011; and**
- (b) note the results of the consultation will be reported back to the Portfolio Holders prior to the final strategy being endorsed.**

**D) CYP BUDGET MONITORING REPORT 2011/2012**  
**Report DCYP11117**

The Director, Children and Young People Services introduced the budget monitoring report based on spending to the end of August 2011. The schools' budget, funded from the Dedicated Schools' and specific grant was forecast to spend in line with the budget. The non-schools' budget, funded from Council Tax, Revenue Support and specific grants was forecast to overspend by £349,000.

The analysis currently underway of sold services, and the pricing policy required to achieve full cost recovery was noted; this would feed into strategic discussions and decisions about future approaches, which this Committee would have a chance to contribute to either in December 2011 or January 2012.

The Committee noted that Government had indicated that there could be further top-slicing of grant funding; representations had been made against this, but outcomes were still awaited and would be reported to the Committee once anything further was known.

**RESOLVED** that the Portfolio Holder be recommended to

- (a) note the pressures and endorse the action to reduce the overspending; and
- (b) note contracts of £50,000 and above that have been exempted from the normal requirement to obtain competitive quotes.

**E) SCHOOLS FORUM CONSTITUTION**  
**Report DCYP11118**

The Committee considered a report outlining proposed Schools' Forum constitution changes. A wide-ranging discussion was held on how to achieve the correct balance of membership within the regulations that governed the constitution given the need to achieve representation that reflected the pupil numbers in academy and non-academy schools; and also the numbers covered by both early years and special needs provision. It was emphasised that, given the changing nature of the education landscape, the constitution would need to be revisited annually for the future.

Whilst taking a majority view that the draft constitution circulated with the agenda should be accepted as written for the coming year, the Committee requested that further information should be circulated on the numbers behind the proposals made and the basis for them (e.g. the use of pupil numbers or numbers of places for different categories of membership), and that any future reports on this issue should state these explicitly at the initial stages of consideration.

**RESOLVED that the Portfolio Holder be recommended to agree the Schools' Forum constitution.**

**F) MEMBERSHIP OF SCHOOL GOVERNING BODIES**  
**Report DCYP11113**

The Director, Children and Young People Services introduced a report outlining LA Governor Appointments to two schools and academies in the Borough. The report also sought confirmation of appointment of LA representatives to eight academies in the Borough.

**RESOLVED that the Portfolio Holder be recommended to approve the following LA Governor appointments, subject to CRB checks:**

<b>Darrick Wood School</b>	<b>Mr Michael Green</b> <b>(Orpington)</b>
<b>Wickham Common Primary School</b>	<b>Mr Tony Warren</b> <b>(West Wickham)</b>  <b>Ms Katherine Cowley</b> <b>(West Wickham)</b>
<b>Balgowan Primary School</b>	<b>Mr Paul Brady</b>

	<b>(West Wickham)</b>
<b>Biggin Hill Primary School</b>	<b>Cllr Gordon Norrie (Biggin Hill Ward)</b>
<b>Darrick Wood Infant School</b>	<b>Cllr Charles Joel (Farnborough and Crofton Ward)</b>
<b>Green St Green Primary School</b>	<b>Cllr Samaris Huntington-Thresher (Chelsfield and Pratts Bottom Ward)</b>
<b>Hayes Primary School</b>	<b>Mr Steven Whittle (London)</b>
<b>Valley Primary School</b>	<b>Cllr Michael Turner (Plaistow and Sundridge Ward)</b>
<b>Ravens Wood School</b>	<b>Cllr Robert Evans (Farnborough and Crofton Ward)</b>
<b>The Ravensbourne School</b>	<b>Mr Anthony Wilkinson (Beckenham)</b>

**G) CYP FORWARD ROLLING WORK PROGRAMME 2011/2012  
Report DCYP11119**

The Director, Children and Young People Services introduced the Forward Rolling Work Programme for the year ahead based on items scheduled for decision by the children and Young People Portfolio Holder and items for consideration by the Children and Young People Policy Development and Scrutiny Committee.

The January meeting would also consider consultation on the draft Children's Partnership Strategy for 2012- 2015.

It was noted that a special meeting of the CYP Portfolio Holder had been arranged for 17 November 2011 to consider the release for consultation of proposals for foster parent payments.

**RESOLVED that the Portfolio Holder be recommended to approve the work programme.**

**36 QUESTIONS ON THE CYP PORTFOLIO HOLDER BRIEFING**

The Portfolio Holder briefing comprised four reports:

- Annual Update Report on Bromley Youth Offending Team (YOT) Partnership

The Committee noted the expected HMI inspection in November, and agreed that it would be useful to hold a join meeting with the Public Protection and Safety PDS Committee to consider the outcomes once known. They also congratulated the YOT team on their success in meeting a number of their targets.

- Annual Report of Adoption Activity 2010-2011;
- Bromley Safeguarding Children Board 2010-2011 Annual Report,
- Childcare Sufficiency Report

A co-opted member commented that there was concern being expressed by certain out of school providers about the impact of family centre closures on their ability to stay in business to provide services for the future, in particular because many schools were not geared up to host school holiday provision. The Director provided assurances that the position was being monitored and alternative provision sought.

**37            UPDATE ON COUNCIL'S FINANCIAL STRATEGY 2012/13 TO  
2015/16  
Report RES11105**

The Committee considered a report providing the latest budget projections and highlighting the further budget gap identified for 2012/2013 to 2014/15.

Councillor Bance's opposition to a phased deletion of school crossing patrols was noted.

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

**RESOLVED** that the Press and public be excluded during consideration of the items of business listed below as it is 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.

**39            EXEMPT MINUTES OF THE CYP PDS COMMITTEE MEETING  
HELD ON 6TH SEPTEMBER 2011**

**RESOLVED** that the exempt minutes from the meeting held on 6 September 2011 be agreed.

**40 CHILDREN AND YOUNG PEOPLE PORTFOLIO - PREVIOUS  
PART 2 DECISIONS**

The Committee noted the exempt decisions taken by the Portfolio Holder since the last meeting.

**41 PRE-DECISION SCRUTINY OF PART 2 REPORTS TO THE  
CHILDREN AND YOUNG PEOPLE PORTFOLIO HOLDER**

**A) OUTCOME OF TENDERING FOR ADULT AND YOUNG  
PEOPLE SUBSTANCE MISUSE SERVICES  
Report RES11105**

At the Adult and Community PDS meeting on 27<sup>th</sup> September 2011 the Adult and Community Portfolio Holder considered a report by the Director of Adult and Community Services (ACS 11051) outlining the outcome of tendering for adult and young peoples' substance misuse services and seeking agreement from the Portfolio Holder to the award of the contract for young peoples' services and to the Council's contribution from the Young Peoples Substance Misuse grant. The Adult and Community Portfolio Holder resolved that the report be referred to the Children and Young People Portfolio Holder for consideration and endorsement.

**RESOLVED that the Portfolio Holder be recommended to endorse the decision of the Adult and Community Portfolio Holder**

**B) CHILDREN AND YOUNG PEOPLE SERVICES CONTRACTS  
REVIEW  
Report DCYP11120**

The Committee considered a report which provided a review of all payments to external suppliers with a cumulative value of £30,000 or higher made by Children and Young People Services for the period 2008/09 to 2010/2011 (financial years). An addendum providing further information was tabled at the meeting.

**RESOLVED that the Portfolio Holder be recommended to note:**

- (a) the outcomes of the review of payments for £30,000 or higher made by Children and Young People Services to external suppliers for the period 2008/09 to 2010/11;**
- (b) the suggested management actions to be implemented, or in place, by Children and Young People Services to ensure that all payments to suppliers are in compliance with the London Borough of Bromley Financial Regulations and Contract Procedure Rules.**

The Meeting ended at 9.44 pm

Chairman

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# Agenda Item 6

## LONDON BOROUGH OF BROMLEY

### STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Children and Young People, Councillor Ernest Noad has made the following executive decision:

#### **AN UPDATE ON THE RECENT GOVERNMENT REFORM DEVELOPMENTS INCLUDING THE ACADEMY PROGRAMME**

**Reference Report:**

*AN UPDATE ON THE RECENT GOVERNMENT REFORM DEVELOPMENTS INCLUDING THE ACADEMY PROGRAMME*

**Decision:**

That the approach being taken by the Director CYP in response to the overall policy changes including local Academy developments be endorsed.

**Reasons:**

The Government's reform agenda for education, schools and wider children's services will be underpinned by major statutory changes. This will impact significantly on local policy, strategy and priorities for Bromley's Children and Young People Services agenda; the detail of which will be brought in progress update reports to Members.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 18th October 2011 and the Committee supported the proposal.

.....  
Councillor Ernest Noad  
Portfolio Holder for Children and Young People

**Mark Bowen**  
**Director of Resources**  
**Bromley Civic Centre**  
**Stockwell Close**  
**Bromley BR1 3UH**

**Date of Decision:** 24 Oct 2011  
**Implementation Date (subject to call-in):** 31 Oct 2011  
**Decision Reference:** CYP11065

**LONDON BOROUGH OF BROMLEY**

**STATEMENT OF EXECUTIVE DECISION**

The Portfolio Holder for Children and Young People, Councillor Ernest Noad has made the following executive decision:

**CYP BEHAVIOUR SERVICE RESPITE PROVISION**

**Reference Report:**

*CYP BEHAVIOUR SERVICE RESPITE PROVISION*

**Decision:**

That the number of students within the Behaviour Service Respite Provision and the progress made on finding an alternative location be noted.

**Reasons:**

The reduction in capacity of the respite centre in Chipperfield Road will limit the capacity of the service to offer sold respite places to Academies. The impact this has on the Behaviour Service budget will be monitored through regular budget monitoring.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 18th October 2011 and the Committee supported the proposal.

.....  
Councillor Ernest Noad  
Portfolio Holder for Children and Young People

**Mark Bowen**  
**Director of Resources**  
**Bromley Civic Centre**  
**Stockwell Close**  
**Bromley BR1 3UH**

**Date of Decision:** 24 Oct 2011  
**Implementation Date (subject to call-in):** 31 Oct 2011  
**Decision Reference:** CYP11066



## LONDON BOROUGH OF BROMLEY

### STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Children and Young People, Councillor Ernest Noad has made the following executive decision:

#### **INTEGRATED TRANSITION STRATEGY FOR YOUNG PEOPLE WITH LEARNING DIFFICULTIES AND/OR DISABILITIES**

##### **Reference Report:**

*INTEGRATED TRANSITION STRATEGY FOR YOUNG PEOPLE WITH LEARNING DIFFICULTIES AND/OR DISABILITIES*

##### **Decision:**

That the draft strategy be released for consultation for a period of three months from November 2011.

That the results of the consultation be reported back to the Portfolio Holders prior to the final strategy being endorsed.

##### **Reasons:**

The overarching 'Improving Lives – Supporting Families: Disability Strategy for Children and Young People in Bromley' clearly identified amongst its key aims the improved transition planning for young people with learning difficulties and disabilities.

The transition process is governed by a complex web of legislation, statutory guidance, government policy and good practice guidance. Local authorities need to comply with their existing legal obligations under the statutory guidance around transition planning in relation to their social services responsibilities for children and young people set out in the *Special Educational Needs Code of Practice*. Guidance, including legislative requirements and case study examples, are set out in *A transition guide for all services*.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 18th October 2011 and the Committee supported the proposal.

.....  
Councillor Ernest Noad  
Portfolio Holder for Children and Young People

**Mark Bowen**  
**Director of Resources**  
**Bromley Civic Centre**  
**Stockwell Close**  
**Bromley BR1 3UH**

**Date of Decision:** 24 Oct 2011

**Implementation Date (subject to call-in):** 31 Oct 2011

**Decision Reference:** CYP11067

## STATEMENT OF EXECUTIVE DECISION

The Portfolio Holder for Children and Young People, Councillor Ernest Noad has made the following executive decision:

### **CYP BUDGET MONITORING REPORT 2011/2012**

#### **Reference Report:**

*CYP BUDGET MONITORING REPORT 2011/2012*

#### **Decision:**

That the budgetary pressures be noted and the action to reduce the overspending be endorsed.

That contracts of £50,000 that have been exempted from the normal requirement to obtain competitive quotes be noted.

#### **Reasons:**

“Building a Better Bromley” refers to the Council’s intention to remain among the lowest Council Tax levels in Outer London through greater focus on priorities. The Resources Portfolio Plan has the target that each department will spend within its budget. Chief Officers and Heads of Finance stress the need for strict budget monitoring to minimise the risk of compounding pressures in future years. It is key to performance management.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 18th October 2011 and the Committee supported the proposal.

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Councillor Ernest Noad  
Portfolio Holder for Children and Young People

**Mark Bowen**  
**Director of Resources**  
**Bromley Civic Centre**  
**Stockwell Close**  
**Bromley BR1 3UH**

**Date of Decision:** 24 Oct 2011  
**Implementation Date (subject to call-in):** 31 Oct 2011  
**Decision Reference:** CYP11068

**LONDON BOROUGH OF BROMLEY**

The Portfolio Holder for Children and Young People, Councillor Ernest Noad has made the following executive decision:

## **SCHOOLS FORUM CONSTITUTION**

### **Reference Report:**

*SCHOOLS FORUM CONSTITUTION*

### **Decision:**

That the Constitution of the Schools' Forum be agreed.

### **Reasons:**

The current constitution does not reflect current position of schools and lacks definition in terms of each role within the Schools/non schools membership. With the rapid change in secondary and some primaries to Academies it has become necessary to realign the Schools Forum to reflect the current situation. It is also an opportune time to consider the constitution and membership of the Forum in regard to both the schools and the non schools membership. The Local Authority has the powers to determine the constitution of the Forum and its membership. This is not the role of the Forum itself although it is good practise to consult them during the process. In formulating the new constitution guidance was sought from DfE in redefining the future composition and membership given the changes to schools status in Bromley.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 18th October 2011 and the Committee supported the proposal.

.....  
Councillor Ernest Noad  
Portfolio Holder for Children and Young People

**Mark Bowen**  
**Director of Resources**  
**Bromley Civic Centre**  
**Stockwell Close**  
**Bromley BR1 3UH**

**Date of Decision:** 24 Oct 2011  
**Implementation Date (subject to call-in):** 31 Oct 2011  
**Decision Reference:** CYP11069

**LONDON BOROUGH OF BROMLEY**  
**STATEMENT OF EXECUTIVE DECISION**

The Portfolio Holder for Children and Young People, Councillor Ernest Noad has made the following executive decision:

**MEMBERSHIP OF SCHOOL GOVERNING BODIES**

**Reference Report:**

*MEMBERSHIP OF SCHOOL GOVERNING BODIES*

**Decision:**

That the following LA Governor appointments be approved, subject to CRB checks:

Darrick Wood School	Mr Michael Green (Orpington)
Wickham Common Primary School	Mr Tony Warren (West Wickham)  Ms Katherine Cowley (West Wickham)
Balgowan Primary School	Mr Paul Brady (West Wickham)
Biggin Hill Primary School	Cllr Gordon Norrie (Biggin Hill Ward)
Darrick Wood Infant School	Cllr Charles Joel (Farnborough and Crofton Ward)
Green St Green Primary School	Cllr Samaris Huntington-Thresher (Chelsfield and Pratts Bottom Ward)
Hayes Primary School	Mr Steven Whittle (London)
Valley Primary School	Cllr Michael Turner (Plaistow and Sundridge Ward)
Ravens Wood School	Cllr Robert Evans (Farnborough and Crofton Ward)
The Ravensbourne School	Mr Anthony Wilkinson (Beckenham)

**Reasons:**

Schools contribute to the achievement of improved outcomes for children and young people as outlined in the Borough's Sustainable Community Strategy: 'Building a Better Bromley 2010 Vision' and in the CYP Portfolio Plan for 2011/12.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 18th October 2011 and the Committee supported the proposal.

.....  
Councillor Ernest Noad  
Portfolio Holder for Children and Young People

**Mark Bowen**  
**Director of Resources**  
**Bromley Civic Centre**  
**Stockwell Close**  
**Bromley BR1 3UH**

**Date of Decision:** 24 Oct 2011  
**Implementation Date (subject to call-in):** 31 Oct 2011  
**Decision Reference:** CYP11070

**LONDON BOROUGH OF BROMLEY**

**STATEMENT OF EXECUTIVE DECISION**

The Portfolio Holder for Children and Young People, Councillor Ernest Noad has made the following executive decision:

**CYP FORWARD ROLLING WORK PROGRAMME 2011/2012**

**Reference Report:**

*CYP FORWARD ROLLING WORK PROGRAMME 2011/2012*

**Decision:**

That the Work Programme for 2011/2012 be noted.

**Reasons:**

The Forward Rolling Work Programme provides information on items scheduled for decision by the Children and Young People Portfolio Holder, items for consideration by the Children and Young People Policy Development and Scrutiny Committee and proposed information briefing for Members on which no decision is required. The Work Programme provides a reference on future work and enables it to be amended in the light of future developments and circumstances.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 18th October 2011 and the Committee supported the proposal.

.....  
Councillor Ernest Noad  
Portfolio Holder for Children and Young People

**Mark Bowen**  
**Director of Resources**  
**Bromley Civic Centre**  
**Stockwell Close**  
**Bromley BR1 3UH**

**Date of Decision:** 24 Oct 2011  
**Implementation Date (subject to call-in):** 31 Oct 2011  
**Decision Reference:** CYP11071

Report No.  
DCYP11130

London Borough of Bromley

## PART 1 - PUBLIC

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Decision Maker: **Children and Young People Portfolio Holder**

Date: **For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 29 November 2011**

Decision Type: Non-Urgent Executive Key

**TITLE: CHILDREN AND YOUNG PEOPLE SERVICES, STAFFING, BUSINESS FUNCTIONS AND FUNDING**

Contact Officer: Gillian Pearson, Director, Children and Young People Services  
Tel: 020 8313 4060 E-mail: gillian.pearson@bromley.gov.uk

Chief Officer: Gillian Pearson, Director of Children and Young People Services

Ward: Boroughwide

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1. Reason for report

- 1.1 This report is submitted by the Director Children and Young People Services to provide an overview of the CYP Department's service provision, staffing numbers, organisational structure, funding arrangements and performance as at Autumn 2011.

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2. **RECOMMENDATION(S)**

- 2.1 **The Children and Young People PDS Committee is asked to consider and comment on the following:**

- (i) **The business functions, service provision, funding and staffing within Children and Young People Department, together with the changes made to the organisational structure in October 2011 to facilitate transition towards the Council's organisational redesign in 2012 (Section 3.2-3.5 and Appendices 1 and 2).**
- (ii) **The budget framework for CYP Department, the profile of changes 2010/11 – 2011/12 to address in-year grant reduction and cessation of Grants by DfE, together with the Council's budget options 2011/12 – 2012/13 (Section 3.5).**
- (iii) **Bromley's low expenditure on children's services when compared to statistical neighbours and other London boroughs as evidenced by the Audit Commission (Section 3.6).**
- (iv) **The significant improvement achieved across a range of key services as validated by independent inspection (Appendix 3).**
- (v) **The extensive involvement of Members in reviewing and scrutinising Children and Young People Departmental services (Appendix 4).**

- 2.2 **The Portfolio Holder for Children and Young People is asked to consider and endorse the position for the CYP Department as identified in 2.1 (i)-(v) above.**

## Corporate Policy

1. Policy Status: Existing policy: Every Child Matters - national requirements for Local Authorities' Children's Services  
Children and Young People's Plan 2011-12  
Building a Better Bromley
  2. BBB Priority: Children and Young People
- 

## Financial

1. Cost of proposal: N/A
  2. Ongoing costs: N/A
  3. Budget head/performance centre: Various - Children and Young People Services - £48.078m net of income.
  4. Total current budget for this head: The total budget for Children and Young People Services combines non-schools' budget share, approved elements of the Dedicated Schools' Grant, Government grant (Area Based Grant, Standards Fund), Revenue Support Grant and Council Tax.
  5. Source of funding:
- 

## Staff

1. Number of staff (current and additional) – Estimated to be 702 (Full-Time Equivalents as at October 2011)
  2. If from existing staff resources, number of staff hours – N/A
- 

## Legal

1. Legal Requirement: Statutory requirement: Bromley Council's Children and Young People Services are directly responsible for the delivery of a wide range of statutory functions resulting from legislation pre and post the Children's Act 2004. The services cover statutory duties related to safeguarding and children's social care, education-related services, including access to pre-school and school provision and improving outcomes for children and young people and in meeting statutory targets now included in the Local Area Agreement and National Indicator Set.
  2. Call in: Call-in is applicable
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - Boroughwide: The Children and Young People Services impact upon over 70,000 children and young people and their families and carers.
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A
2. Summary of Ward Councillors comments:



### 3. COMMENTARY

#### 3.1 Background

- 3.1.1 Bromley's Children and Young People (CYP) Department was established on 1 May 2006 in line with the statutory provisions of the Children Act (2004) and following formal approval by Bromley Council's Executive (6 March 2006). This new department was created within the wider context of portfolio and departmental revisions to ensure delivery of the Council's statutory duties and priorities within the "Building a Better Bromley Plan".
- 3.1.2 The Council's commitment to the children and young people agenda was signalled well before the previous government's focus on Every Child Matters, through the introduction of the CYP Portfolio in 2002, with a lead Executive Member taking responsibility for the strategic direction of services for children and young people across the Council. Following the establishment of the new CYP Department on 1 May 2006 and interim leadership arrangements in place for eight months, the statutory post of Director CYP was appointed to with effect from 1 January 2007.
- 3.1.3 Bromley's CYP Services brought together the Council's Education and Children's Social Care Services, together with a requirement to develop strong partnership arrangements for the commissioning and delivery of services where there is joint accountability; this includes the statutory, voluntary and independent sector agencies working with children and young people in the Borough. In addition, the Council transferred the Youth Offending Team (YOT) from the former Environment and Leisure Services (Community Safety) into the new CYP Department and following a PDS Select Committee Review in 2006, the externalised and failing Youth Service was brought back into the Council as a central CYP service.
- 3.1.4 In Autumn 2007, the Director CYP reviewed the departmental structure, the outcomes from which were reported to the Portfolio Holder CYP on 17 January 2008. A number of changes were made to secure improved performance, achieve greater service efficiency, and improved outcomes for children and young people. These changes included:
- a more appropriate alignment of service blocks to achieve improved integration;
  - a better balance between universal services for all children and young people and targeted specialist services to meet the needs of the vulnerable, including children with special educational needs and those with disabilities, Looked After Children and Young Carers;
  - to ensure capacity to deliver statutory and local key service priorities within Bromley's CYP Plan, the increasing expectations of our local communities together with national requirements and performance indicators;
  - a more appropriate balance of service responsibilities and accountabilities across assistant directors, performance centre managers and service teams;
  - the capacity to maximise funding streams to provide high quality, value for money services within a context of a challenging financial constraints as a 'grant floor' local authority.
- 3.1.5 CYP Services were originally designed on a framework of three service divisions, '**Learning and Achievement**', '**Access and Inclusion**', '**Safeguarding and Social Care**', together with a business support unit '**Strategy and Performance**'. The department has a wide ranging and complex remit serving 72,000+ children and young people aged 0-19 years, with accountability for universal services for all children and targeted support for vulnerable groups, including children with additional and special needs, those with disabilities, Looked After Children, young carers and Youth Offenders. The business functions are predominantly statutory, mandatory duties for the Council, together with some service areas that are discretionary and more open to local determination. Attached as **Appendix 2** is a summary of the CYP service volumes and business functions as at November 2011.

## 3.2 Departmental Reorganisation

- 3.2.1 Bromley Council faces significant financial and service challenges over the next four year planning cycle 2011/12 – 2014/15. The direct funding reductions to Local Government in respect of Revenue Support Grant and related funding streams, will require an overall reduction in Bromley Council's net spend from £200m to £150m by 2014/15. Whilst the four year programme of budget options has identified £22m savings across departments, a further £28m has yet to be realised. The service and financial processes to identify appropriate options through which to realise these additional savings are well-advanced and will be the subject of reporting to Portfolio PDS Committees and Portfolio Holders in early 2012 in accordance with the corporate timetable.
- 3.2.2 The Council is looking at all areas of spend within service departments and from central support service costs to identify further areas for reduction. All departments are the subject of a programme of corporate Aligning Policy and Finance reviews as a basis for determining future levels of statutory and discretionary services, identifying efficiencies, and alternative ways of delivering services. We are also considering opportunities for shared service delivery with our neighbouring boroughs, Bexley and Croydon.
- 3.2.3 Given the very difficult financial context for the Council, the significant reductions in grant funding and the major Government reform agenda including the academy programme, it has been timely to review the CYP departmental structure. There is a phased approach to accommodate the changes required of the CYP Department as set out in 3.2.4 and 3.2.5 below.
- 3.2.4 **Phase 1** – To rationalise the organisational structure of the CYP Department, and reduce from three service divisions: **Learning and Achievement; Access and Inclusion; Children's Social Care and Safeguarding**, supported by a **Strategy, Performance and Commissioning** down to two service divisions, with continued business support from the Strategy, Performance and Commissioning division. This new structure was adopted in October 2011 and delivers to a number of objectives:
- ➔ a consolidated focus on:
    - Education related services
    - Children's social care, safeguarding and early intervention services;
  - ➔ achieves efficiencies in management overheads and support functions;
  - ➔ provides an appropriate alignment of service blocks and a balance of service responsibilities and accountabilities across assistant directors, performance centre managers and service teams;
  - ➔ ensures the continued realisation of the major benefits achieved through integrated children's services at strategic and operational levels;
  - ➔ positions the department for its transition towards the Council's broader organisational redesign and the formation of the new children's/adults services department.
- Appendix 1** provides an overview of the CYP interim departmental structure with the realigned service blocks and lead officers.
- 3.2.5 **Phase 2** – the Chief Executive and Members have given detailed consideration over recent months to plans for a major redesign of the overall Council structure. These changes are designed to secure the efficient delivery of Bromley Council's future priorities, address the cost pressures and deliver the significant budget savings required for 2012/13 – 2014/15, and establish a more cost-effective organisation that is sustainable in the future. The Council's Executive endorsed the proposals on 19 October 2011.

In broad terms the future organisation structure will consolidate the Council into four departments:

- ➔ **A new Department** bringing together Education, Children's social care, Adult social care, Commissioning and the operational aspects of Housing.
- ➔ **Environment Department**, comprising the key operational services including Transport and Highways, Street Scene and Green space, Trading Standards and Public protection, Customer and Support Services.
- ➔ **Resources Department**, comprising Legal, Democratic and Registration Services, Finance, ICT.
- ➔ **Strategic Regeneration and Development**, comprising the strategic elements of Planning, Property, Leisure and Culture (including Libraries), Bromley Adult Education College and Housing.

In addition, the Chief Executive's corporate teams will include **Audit, Human Resources, Communications and Organisational Improvement.**

- 3.2.6 The new Department will replace the current departments of **Children and Young People Services** and **Adult and Community Services**; it will be a new entity. During the transitional period leading to the formation of the new department in **April 2012**, a range of workstreams will be progressed to underpin the integration of various service functions such as a joint commissioning approach for children and adult services. Extensive consideration is being given to the future range and level of core services that the Council will continue to provide in relation to LA maintained schools, early years and other settings, together with the future 'sold services' policy to Academies and schools within the borough. This will be influenced by the Government's reform agenda, Academies Programme and the Schools Act (2011) which will redefine the future roles and responsibilities of schools and Local Authorities.

### 3.3 Performance Management Framework

- 3.3.1 A strong performance management framework has been established within the CYP Department. This involves robust performance monitoring arrangements across key service functions and includes budget and financial data. This has generated a culture of continual challenge to drive efficiencies, reduce costs and raise service standards and performance. Performance is reported weekly/monthly to the Director CYP and Senior Management Team and quarterly to the CYP PDS Committee and Portfolio Holder. A budget monitoring report is submitted to the CYP PDS and Portfolio Holder for each meeting. In addition, given the shared accountability for specific service performance between the Local Authority and statutory partners (PCT, Police and Voluntary Sector), quarterly reports are also taken to the CYP Partnership Forum.
- 3.3.2 Staffing vacancies are managed through robust 'gatekeeping' arrangements involving the Director, Assistant Directors, Head of Finance (CYP) and Human Resources (CYP). All vacancies are considered within a prescribed format of submission. This procedure ensures a full assessment regarding the key functions of a post, funding streams, whether the post is still required, the potential for post deletion and redistribution of functions across other posts and funding streams. This procedure applies to permanent, fixed term and temporary posts. This CYP procedure has been acknowledged by the Members' HR Services Working Party as a strong management arrangement and recommended for implementation across other departments in the Council. This recommendation was endorsed by Audit Sub-Committee.

3.3.3 The CYP Portfolio has demonstrated a strong track record of regular service reviews. This discipline has been driven by the need to reduce central costs, generate efficiency savings and value for money services and secure high standards of service performance. Many key service areas have been identified as the subject of CYP PDS Member Working Parties and in the case of two areas of business, standing sub-groups of the Council's Executive. Examples are tabled in **Appendix 3**.

3.3.4 Children's Services nationally are subjected to an intense framework of performance review and inspection by external agencies including Ofsted and the Department for Education (DfE). LA services are inspected against national indicators, outcomes for children and the impact, efficiency and cost-effectiveness of provision. Bromley's CYP Services have demonstrated year-on-year improvement. Some key services, including the YOT and Youth Services were transferred into CYP as failing, special measures services and have been transformed through intensive improvement programmes to secure Ofsted satisfactory and, in turn, good judgements. In 2006 Bromley's CYP Services were the subject of a full Ofsted inspection; the outcomes report and grading (published in 2007) being "**Level 2 – Performs Adequately**". The Annual Performance Assessment inspection by Ofsted HMI in October 2008, determined Bromley CYP Services to be "**Level 3 Good Performs Well**" across the board in the 6 inspection categories. This inspection performance rating has been sustained in **2009, 2010 and 2011**. A summary of CYP Performance is attached as **Appendix 4**.

### 3.4 Staffing Arrangements

3.4.1 The Department is funded from a number of sources including: Council Tax, Grants (including Dedicated Schools' Grant) and income from recharged and sold services. A high percentage of CYP staffing posts are grant funded and therefore fixed-term posts. Given the challenging funding context for the Council as a 'grant-floor' authority, it has been important to use grants flexibly and to assess legitimate use of Dedicated Schools' Grant to support service costs. Whilst grant allocations usually have strict DfE funding terms and requirements, even in some cases dictating the number and type of posts, every effort has been made by the Director and Senior Management Team to ensure that staffing overheads are kept to the minimum. Many of the grant allocations are tied to the delivery of specific statutory functions.

3.4.2 Given the high percentage of the CYP staffing posts that are grant funded and therefore fixed-term, management action has been taken by the Director, with the endorsement of the CYP Portfolio Holder and Executive, in respect of potential severance/redundancy costs should grant streams reduce or cease. Where DfE grant terms allow, these costs are built into Bromley's use of the grant envelope. However, in the case of some grants, the DfE has specified that Local Authorities cannot use these grants for redundancy costs. At the meeting of the Council's Executive on 17 June 2009 Members agreed to set aside a sum of £0.5m as an 'earmarked reserve' for any potential redundancy costs. This reserve was funded from managed underspends in the CYP Budget in 2008/09. Given the scale of the Council's departmental reorganisations flowing from phased service changes, the Council's Executive approved in February 2011 a central held contingency to address severance costs arising from these processes.

### 3.5 Budget Arrangements

3.5.1 The **2011/12 approved CYP budget is £48.078m**. The gross budget after allowing for services funded from the Dedicated Schools Grant (DSG), Specific Grant and Fees and Charges is £304.229m. The details of the budget over the three CYP divisions (this includes the delegated budgets to schools) is provided below in **Table A**.

**Table A**

	<b>Education</b>	<b>Safeguarding &amp; Social Care</b>	<b>Strategy &amp; Performance</b>	<b>Delegated Budget</b>	<b>Total</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Gross Budget</b>	72,996	32,112	1,189	197,932	304,229
<b>Funded by</b>					
<b>DSG</b>	-39,809	0	-61	-168,154	-208,024
<b>EIG</b>	-5,116	-5,883	0	0	-10,999
<b>Other Specific Grants</b>	-1,600	-382	0	-29,778	-31,760
<b>Fees and Charges</b>	-4,916	-440	-12	0	-5,368
<b>Net budget funded by Council Tax/RSG/EIG</b>	<b>21,555</b>	<b>25,407</b>	<b>1,116</b>	<b>0</b>	<b>48,078</b>
<b>Non Controllable</b>	-13,374	-3,064	-111	0	-16,549
<b>Controllable budget</b>	<b>8,181</b>	<b>22,343</b>	<b>1,005</b>	<b>0</b>	<b>31,529</b>

3.5.2 There are regulations and guidance on the use of Grants including the Dedicated Schools Grant (DSG). In recognition of the Councils position as a 'floor' authority, the Director CYP regularly makes recommendations to the Portfolio Holder that uses funding in as flexible a way as possible. Through this action a range of statutory functions and related staffing have become grant funded to reduce the burden of cost to the Councils central budget funded through Council Tax. Examples include:

- (1) contributions from DSG to fund capital improvements in SEN provision;
- (2) use of DSG funding to cover a proportion of central Local Authority services in respect of support and intervention in schools to raise standards;
- (3) creation of an earmarked reserve of £250,000 from DSG to provide for redundancy costs that may arise from reduction or cessation of grant funding in schools.

3.5.3 This flexible approach to CYP service planning and the use of funding has enabled the Council to:

- (1) deliver services that have demonstrated improvement over time;
- (2) reduce the cost impact of CYP services on the Councils' core budget and
- (3) fulfil our statutory duties as well as the CYP priorities within Building a Better Bromley and achieve improved outcomes for children and young people in the Borough.

3.5.4 The baseline budget for 2010/11 and its subsequent movements are outlined below in Table B.

**Table B**

<b>Starting position</b>	<b>£'000</b>	<b>FTE's</b>
Controllable budget baseline for savings target 2010/11	46,394	764
Add back specific grants used in calculation	(10,786)	
Controllable budget as per budget book 2010/11	35,608	
<b>2011/12 movements</b>		
2011/12 budget options	(4,321)	
Inflation	1,301	
In year savings/full year effects	(816)	
Area based grant options in year savings	(1,420)	
Growth	2,145	
Grant changes	(502)	
Other changes	(466)	
Controllable budget 2011/12	31,529	702
Proposed savings in 2012/13 and 2014/15 from 2011/12	(3,330)	

3.5.5 The savings target for 2011/12 used the 2010/11 controllable baseline and added in specific grants. This total was used as a baseline for the department to target cost reductions. CYP have made considerable effort to reduce costs in this period, with the majority of the savings frontloaded in the first two years. A total reduction of £6.8m has been targeted as the CYP contribution to the Council's overall savings and implementation is well-advanced.

3.5.6 Overall the Council has identified £22m savings through the departmental options already approved. However, given the need to generate a further range of budget options to secure the additional £30m savings required to achieve the overall net reduction of £50m by 2014/15, a corporate methodology has been developed based on cross-cutting 'themes' which include: Aligning Policy and Finance Reviews; Organisational Redesign; Procurement and Contract Spend; Asset Rationalisation; Market Testing and Outsourcing; Income and Charging; Service Transformation Changes; Shared Services.

3.5.7 Bromley Council's financial strategy 2012/2013 – 2014/15 will need to address significant variables. One particular example is Local Authority Central Spend Equivalent Grant (LACSEG). As previously reported to Members, DfE consulted LAs in late July on a proposed methodology to fund academies. The proposal is to top-slice RSG from authorities according to academy conversion rates and historical Section 251 returns. The potential impact on Bromley could be as much as a **£6.25m reduction in RSG grant**. Bromley has responded robustly to the proposed changes to funding both through the formal consultative response and representations to lead DfE officials via meetings involving the CYP Portfolio Holder and Assistant, and Directors CYP and Finance. It was anticipated that the outcomes of the consultation would be announced either before, or with, the overall local government funding announcement. However this looks unlikely. The DfE have advised that no date has been set yet for the outcome and it will not necessarily be linked with the Local Government financial settlement date.

3.5.8 The CYP Portfolio continues to experience significant service financial pressures in three main areas: SEN placements; Children with Disability placements; Social Care placements. Whilst management action has been taken to contain the overspend in-year, these areas will continue to be a major service/budget pressure due to the increasing volumes of children with complex and profound needs. Pressures will continue into 2012/13 and will need continuous monitoring. Pressures are monitored in-year and reported to the Portfolio Holder and the PDS Committee. In addition, the Executive Working Parties for SEN and for Children's Safeguarding and Corporate Parenting monitor closely these volatile service areas together with the strategies and management action taken by the Director and her Management Team to address these needs. Details of the pressures are contained in the budget monitoring report presented elsewhere on this agenda.

### 3.6 Comparative Data

3.6.1 The National Audit Commission publishes baseline indicators which provide comparative data for local authorities spend; using Section 251 Statement of local authority expenditure. Based on this annual assessment, Bromley has consistently been identified as a low spend Authority in terms of central costs per child per annum in comparison with statistical neighbour LAs, and London Average. This position is a direct result of the Government's requirement on the Local Authority to increase over time the percentage of delegated funding to schools, coupled with the low overall funding allocation to Bromley which has kept it on the Revenue Support Grant (RSG) 'floor' since 2002/03. The Audit Commission's comparative data for Bromley's spend compared to other LA's is summarised in Table C below.

**Table C**

<b>Extracts from Bromley's Value for Money Profile. Published by the Audit Commission Based on 2010/11 data</b>			
<b>Service Area</b>	<b>Bromley Spend</b>	<b>Statistical Neighbour Average</b>	<b>All London Average</b>
Children's services per young person aged 0-17	£1,526	£1,535	£2,071
Schools spend per pupil aged 3-19	£4,181	£4,561	£4,913
Schools Improvement per pupil aged 3-19	£32	£50	£76
LA functions per young person aged 0-17	£45	£81	£81
Youth Service spend per young person aged 13-19	£328	£332	£537
Special Education Needs per pupil aged 3-19	£42	£49	£53
Children's social services per young person aged 0-19	£370	£477	£798

## 4. POLICY IMPLICATIONS

4.1 The CYP Plan (2011-2012) and Building a Better Bromley Plan set out the Council's aspirations and objectives for integrated children's services, working with partners, to improve outcomes for the Borough's children and young people.

## 5. FINANCIAL IMPLICATIONS

5.1 The body of the report contains details of the 2011/12 CYP non-schools' contributable budget - £48.078, together with the staffing numbers - 702 FTEs.

## 6. LEGAL IMPLICATIONS

- 6.1 The provisions of the Children Act 2004 placed a duty on Local Authorities to establish children's services through a combination of education, social care and other services for children and to appoint a Lead Member for Children's Services and a Director of Children's Services. This reflected the requirements and aspirations propounded in the Every Child Matters Agenda. A Local Authority's Children's Services to incorporate the following:
- (a) functions conferred on or exercisable by the Authority in their capacity as a local education authority to secure efficient, adequate and sufficient education for all children resident in the borough;
  - (b) functions conferred on or exercisable by the Authority which are social services functions (within the meaning of the Local Authority Social Services Act 1970 (c.42)), so far as those functions relate to children;
  - (c) the functions conferred on the Authority under sections 23C to 24D of the Children act 1989 (c.41) (so far as not falling within paragraph (b));
  - (d) the functions conferred on the Authority under sections 10 to 12 and 17 of this Act; and
  - (e) any functions exercisable by the Authority under section 31 of the Health Act 1999 (c.8) on behalf of an NHS body (within the meaning of that section), as far as those functions relate to children.
- 6.2 The statutory duties of the Local Authority are determined within the following legislation:
- (i) Children Act 1989
  - (ii) Education Act 1996
  - (iii) The School Standards and Framework Act 1998
  - (iv) The Care Standards Act 2000
  - (v) Adoption and Children Act 2002
  - (vi) Children Act 2004
  - (vii) Childcare Act 2006
  - (viii) The Education and Inspection Act 2006
  - (viii) The Academy Act (2010)
- 6.3 In addition, the Government is progressing a range of further legislative changes including:
- The Schools' Act (2011) – which redefines the future roles and accountabilities for schools and local authorities;
  - SEN and Disabilities Green Paper;
  - Revised statutory guidance on the Roles and Responsibilities of the Director of Children's Services and the Lead Member for Children's Services.

## 7. PERSONNEL IMPLICATIONS

- 7.1 The general personnel implications are set out in the report.

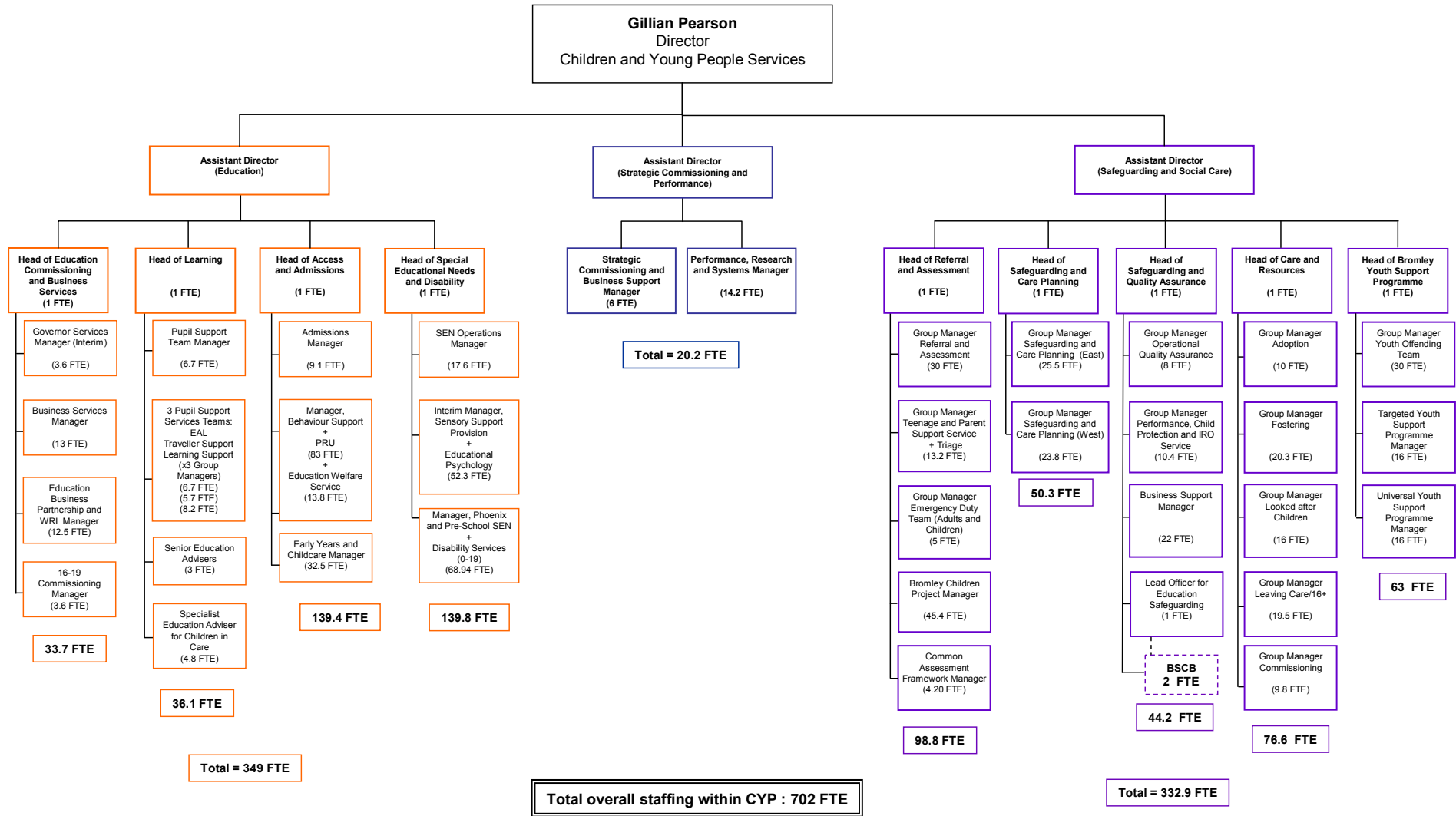
<b>Non-Applicable Sections:</b>	N/A
Background Documents:	Children and Young people Services, Staffing, Business Functions and Funding – 8 September 2009 – Report No: DCYP09113



# Children and Young People Services

## Management Structure Tiers 1-4 as at 1 October 2011

(following rationalisation of Department into 2 Service Divisions plus  
1 Commissioning/Performance Support Division)



## CYP SERVICE VOLUMES AND BUSINESS FUNCTIONS

**EDUCATION:****Access and Admissions:****Behaviour Service:**

- Pupil Referral Service providing statutory education for 15 students at Primary and 90 students at Secondary age.
- Nightingale centre providing statutory education for 20 teenage mothers and vulnerable students.
- Home tuition team providing statutory education for 92 students - this statutory service area has doubled in the last 2 years.
- 19 students receiving education through the statutory education provision delivered in The Princess Royal Hospital, Farnborough.
- Secondary Respite centre providing early intervention for students at risk of exclusion with capacity for 20 students. Although not statutory, this service has been instrumental in reducing Permanent Exclusions by 58% in 2 years.
- Primary Outreach team with 282 open cases and Secondary Outreach team with 202 open cases; both services having a direct impact on the reduction of Permanent Exclusions.
- 80 students supported by the 14-19 Alternative Provision Manager in various alternative settings.
- Education Welfare Service dealing each year with:
  - 3,250 cases (absences/welfare)
  - 18 truancy patrols
  - 98 work permits issued
  - 42 court cases (parents)
  - 501 performance licences issued
  - 294 chaperone licences issued

**Early Years Service:**

- Commissioning of Early Years Free Entitlement places from 170 Early Years settings and Childminders on an Accredited Network.
- Commissioning free places for over 200 eligible 2 year olds from 28 Early Years providers including childminders.
- Providing business support to 170 Early Years providers over 700 childminders and 55 out of school clubs.
- Supporting quality for over 700 childminders.
- Supporting inclusion in universal childcare in 55 out of school clubs
- Over 3900 calls received by Family Information Service (FIS) each year
- Over 220 children supported in transition to secondary school through the Moving on to Secondary School (MOSS) Project
- Over 180 families supported via the (statutory) CHOICE service
- Over 2000 outreach contacts made by the combined Family Information and Advice Service (FIS, MOSS and CHOICE services)

**Admissions:**

- Strategic responsibility for the planning and provision of school places and related school organisation.
- Co-ordinated admissions for all eligible Bromley resident children, including 3,750 applications for reception and 3,600 applications for secondary transfer each year, and over 1000 in-year applications for other year groups. Applications from out-borough residents to Bromley schools are also processed.
- Administration of 5,500 applications for free school meals each year.

**Special Educational Needs:**

- 1,928 CYP with statutory Statements of Special Educational Need (as at November 2011). Over 166 new Statements each year (the number is lower than previous years due to the introduction of pupil resource agreements).
- Commissioning of places/provision:
  - £10m for 11/12 financial year for independent day and independent boarding placements, + a further £2m+ for maintained day and boarding out of borough placements
  - £3.4 million for SEN transport (732 CYP provided with transport each year).
- 581 referrals for educational psychology assessed cases each year with 627 consultation reports generated and 1000 visits to schools, pre-schools and homes.
- 722 referrals to the early support pre-school panel each year.
- Over 299 children receive support from the pre school service including the early support full programme and Bromley Portage. (May Pupil Census 2011).
- 386 CYP receive support from the Sensory Support Service (hearing and visually impaired).

**Standards and Achievement and Education Commissioning and Business Services**

These two teams work in partnership to provide:

- Support to improve standards quality and outcomes in
  - 95 primary, secondary and special schools – 47,000 pupils, 6,600 staff, 1,600 governors
  - 170 PVI providers of nursery / pre school education – 6000 3-5 year olds and over 700 childminders.
- Training and professional development for over 6,600 teaching/non teaching staff and 1,600 Governors in Bromley.
- 1000 courses, training and professional development events per year to head teachers and school leaders, early years providers, school teachers, governors and professionals working with children.
- 1000 visits per year to schools re leadership, management and governance and pupil support.
- Direct support to 400 targeted pupils through learning support, literacy and numeracy and English as a second language.
- Performance management of Head Teachers.
- Targeted support to schools causing concern.
- Consultancy and support in school improvement and leadership development.
- A conference and training venue which serves both Children and Young People, the wider Council, its partners and stakeholders.

**14-19 Partnership:**

- Strategic planning and commissioning of places for 16-19 year olds in schools, colleges and work-based learning - including for young people up to age 25 with learning difficulties / disabilities.
- Partnership working between the LA, schools, academies, Further Education Colleges and a range of support agencies to reduce the number of young people who are Not in Education, Employment or Training.
- Raising standards of achievement of all 14-19 year olds in Bromley – GCSE, A level and employment and training, including a particular focus on the most vulnerable, through ensuring:
  - broad and balanced curriculum
  - GCSE and A level curriculum and qualifications which meet the needs of young people and the local economy
  - development of vocational and work-related courses.

## CHILDREN'S SAFEGUARDING AND SOCIAL CARE:

### Children in Need:

- Over 2000 CYP are currently Children in Need.
- Over 300 children with disabilities provided with social care services each year.
- Over 9000 contacts and 2600 referrals to the Referral & Assessment Service in 2010/11.
- 1130 core assessments in 2010/11.
- Support to Bromley Safeguarding Children Board and multi-agency training.
- Support to young carers (3000 approx in borough – 2001 census).
- Teenage And Parents Support (TAPS) service targeted at 12-17 year olds
- 2500 contacts each year to the Emergency Duty Team.
- Over 100 disabled CYP offered week day and week end respite.

### Child Protection:

- 301 CYP subject to child protection plan (as at 31st March 2011)
- Over 300 initial child protection conferences in 2010/11
- 461 child protection review conferences held in 2010/11
- Over 5000 statutory visits to those subject to a child protection plan in 2010/11

### Children in Care:

- 260 CYP in care (as at 31 March 2011).
- Over 1000 initial and review LAC meetings undertaken in 2010/11.
- Over 2400 visits to LAC in 2010/11 – approx 50% in borough and 50% out of borough.
- Over 40 court cases in 2010/11.
- 6 special guardianships granted and 12 adoptions approved in 2010/11.

### Resources:

- Approx 20 adopters actively supported each year.
- 115 foster carers supported at any one time.
- Leaving care service for over 60 LAC aged 16-18 each year and for over 150 other young people aged 18 to 21.
- 20 new referrals each year for counselling for birth records.

### Bromley Children Project:

- An extension of the original Bromley Children Project incorporating: Early intervention and prevention family support, Parenting courses, Children and Family Centres
- Currently 17 children and family centres across 18 sites (reducing to 6 plus a specialist support centre by end of March 2012)
- All primary schools in Bromley plus 3 Special Schools and the EBD provision are linked to the Bromley Children Project Family Support & Parenting Practitioner Team
- During the academic year September 2010 to July 2011, 47 evidence-based approved parenting courses ran and in excess of 520 parents enrolled.
- 75 family learning courses ran in the academic year September 2010 to July 2011 in partnership with Bromley Adult Education College Family Learning Coordinator.
- In excess of 68 vulnerable families totalling over 220 individuals were supported during the summer and took part in a family day trip.
- Footfall at Children & Family Centres in Bromley has increased by 124% from 1 July 2010 to 30 June 2011 and now is in excess of 28,500 visits per quarter.
- Currently 10,722 families and a total of 24,252 individuals registered with the Bromley Children Project at either a Children & Family Centre or with the Bromley Children Project Family Support & Parenting Team (as at 4 November 2011).

**The Common Assessment Framework Team:**

- During 2010/11 466 statutory Common Assessment Framework assessments – an increase of 23.6% from 09/10.

**Bromley Youth Support Programme:**

- Targeted and general Youth support for 11-19 cohort. Reaching 7,000 per year through 35 sessions of youth work in 8 centres and outreach each week and co-ordination of Duke of Edinburgh award to 750 young people per year.
- Support to Bromley Youth Council – 47 young people.
- Commissioning and grant aiding of positive and diversionary activities for young people.
- Targeted youth support to 1,200 young people per year who have been identified as at risk of not participating in education employment and training (NEET) and/or offending behaviour.
- Youth Offending Team - over 200 cases supported at any given time.
- Bromley Youth Music Trust provides music tuition and opportunity to perform to over 4,000 young people each year.

**STRATEGIC COMMISSIONING AND PERFORMANCE:****Performance, Research and Statistics:**

- Collation and management of data re 72,000 CYP.
- Data interrogation, analysis and training to inform statutory responsibilities for:
  - Monitoring standards in pre-school provision (170 early years settings) and schools (70 maintained and 25 Academy) i.e. by school and individual pupil performance (by cohort and Key Stage)
  - Post 16 school and college performance outcomes
  - Children's social care, including: contacts, referrals, initial and core assessments, children in care.
  - Pupil place planning and school organisation
  - Service performance across CYP, which contributes to internal performance management and reports to Members and to external validation by Ofsted.
  - Government allocation of funding including the Dedicated Schools Grant and other grants.
- Performance management reporting framework:
  - Internal: weekly and monthly reports to operational managers; monthly and quarterly reports to senior managers and Elected Members.
  - CYP Partnership Board
  - Schools, including performance data packs on attainment
  - External validation and inspection: DfE, Ofsted (including project management and preparation for key CYP inspections).
- Systems support for Capita ONE including systems upgrades and data cleansing/validation; and general support and advice on other CYP systems, data security and information sharing.
- Development and provision of a range of sold service products to over 86% of Bromley schools (maintained and Academy) including: bespoke analysis, training, support and guidance to school senior management teams and governing bodies.

**Strategic Commissioning and Business Support:**Partnerships and Planning:

- CYP Portfolio Plan and BBB Community Plan – drafting, co-ordination and internal and external consultation.
- Co-ordination and support to the CYP Partnership arrangements including: Partnership Board, CYP Partnership 3-year Strategy, Partnership website.
- Project management support re key CYP policy initiatives including the Academies Programme and sold services operational and strategic development.
- Voluntary and community sector development including a contract with the Children & Families Voluntary Sector Forum.
- Co-ordination of risk management, business continuity planning and emergency planning for CYP.

### Strategic Commissioning:

- CYP strategic commissioning framework and strategy. Comprising: £151.5 million from DSG to commission places from Bromley schools and early years providers, £8.8 million contracts/SLAs with private, voluntary and other statutory agencies; £10M+ to commission out of borough placements for Special Educational Needs; £5.5M to commission placements for Looked After Children; and £3.2M internal spot purchasing for fostering/adoption placements.
- Management and high level monitoring and review of the CYP Contracts data base and input to Corporate Contracts Register and Corporate Procurement Board.
- Provision of advice and support on commissioning and procurement practice to CYP managers / officers.

### Communications:

- With 70 schools (+ 25 Academies) and 170+ pre-school settings
  - Press releases (working with central communications team)
  - Member visits / schedule of CYP events.
- 
- Active involvement strategy: children and young people and parents/carers – feedback on service need and service evaluation to inform forward planning.
  - Consultation processes to support the Director and Lead Member on major policy changes: school re-organisation (closures, amalgamations, new provision), SEN, children's social care.
  - Provision of information to senior managers, Members, and CYP Partnership Board re policy implications of national developments, including new legislation affecting children and young people services and the wider Local Government service.
  - Over 150 information circulars re LBB policy and strategy annually to schools and other stakeholders.
  - Maintenance and development of CYP information on two web sites and CYP intranet.
  - Co-ordination and monitoring of publications standards and guidelines for all CYP publications.

### Business Support:

- Secretariat for Director, 3 Assistant Directors, & Heads of Service; FOI requests, Members questions, complaints co-ordination and support to partnership meetings, e.g. Schools Forum.
- Co-ordination of PDS/PH committee reports, production of large/complex documents
- Centralised office services including admin support to Education Welfare Officers and Educational Psychologists and data cleansing for Capita ONE.

## PERFORMANCE / INSPECTION PROFILE

Table A

## Achievements: Validated by External Inspections:

Inspection	Previous Inspection (s)		Latest Inspection	
	Year	Grade	Year	Grade
<b>Ofsted Annual Assessment and Inspection of Local Authority Children's Services</b>	2006/07	Adequate (Grade 2)	2011	Performs Well (Grade 3)
	2008	Good – Performs Well (Grade 3)		
	2009	Good – Performs Well (Grade 3)		
	2010	Good – Performs Well (Grade 3)		
<b>Safeguarding and Looked After Children Inspection</b>		New inspection	2010 (May)	Adequate improvement plan judged Outstanding)
<b>Unannounced 2-Day Ofsted Inspection of Children's Social Care Services (Contact, Referral and Assessment arrangements)</b>	2009 (June)	No areas for priority action but a significant number of areas for development	2011 (May)	Area of strength - majority of areas of practice met requirements
<b>Bromley Adoption Service</b>	2006 (June)	Adequate	2009 (August)	Good
<b>Fostering Service</b>	2006 (June)	Adequate	2011 (May)	Good
	2008 (January)	Good		
<b>Pupil Referral Service</b>	2006	Special Measures	2011 (May)	Good
	2007	Satisfactory		
<b>Youth Offending Team (transferred from Environmental Services Community Safety to CYP May 2006)</b>	2006 (October)	Inadequate and failing	May 2010 (Monitoring Visit)	Good - capacity and capability to improve performance
	2008 (April)	Adequate		
	2009	Good prospects		
<b>14-19 Agenda</b>		New Inspection Area	2010 (April) (Progress check)	Green
<b>Youth Service*</b>	2006	Special Measures - Failing Service	2007 (October)	Good
			External inspections of Youth Services ceased after 2007	

\*Previously externalised service – brought back into CYP 2006 following Member Select Committee Review

**Table B.** Outcomes of Schools measured through Statutory Assessments and Tests

<b>Statutory Indicator (National data in brackets)</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011 Provisional</b>
<b>Early Years Foundation Stage</b>						
Percentage of children achieving good level of overall achievement	47 (45)	49 (46)	47 (49)	53 (52)	54 (56)	58 (-)
Percentage gap between lowest achieving 20% in the Foundation Stage Profile	37.4 (38.3)	35.0 (37.2)	34.9 (35.6)	33.7 (33.9)	33.3 (32.7)	31.5 (-)
<b>Key Stage 2</b>						
Percentage achieving Level 4+ in both English and Maths	75 (70)	75 (71)	77 (73)	75 (72)	77 (74)	79 (74)
<b>Key Stage 4</b>						
Percentage achieving 5A*-C including English and Maths	54 (46)	55 (46)	60 (48)	63 (51)	65 (55)	67 (-)
<b>Post 16: Level 3</b>						
Qualifications average point score (schools, independent, FE sector)	707.6 (716.4)	713.5 (731.2)	715.2 (740.0)	718.6 (739.3)	733.3 (744.8)	724.7 (-)

**Table C.** Ofsted Inspection of Schools and Early Years Providers: outcomes as at October 2011.

<b>Performance:</b>	<b>Early Years Providers</b>	<b>Primary Schools</b>		<b>Secondary Schools</b>		<b>Special Schools</b>
	(PVI)*	Maintained	Academy	Maintained	Academy	Maintained
Outstanding	33	10	6	0	9	2
Good or Good with Outstanding Features	96	34	4	0	5	1
Satisfactory	21	17	1	1	2	1
In Category (Notice to Improve)	2	2	0	-		-

\*152/170 private, voluntary and independent early years settings inspected. Data doesn't include maintained nurseries or any new PVI's (as at July 2011)

**Table D** (as at end October 2011)

	<b>All Bromley Schools</b>	<b>Primary</b>	<b>Secondary</b>	<b>Special</b>
Healthy Schools' Status	81%	85%	59%	60%

Please note that Sports Mark, Arts Mark, Specialist Schools Status, and Financial Management Standards no longer exist as national measures.



## MEMBER WORKING PARTY REVIEWS

Name	Focus	Status and Date Established
<b>Special Educational Needs Executive Working Party</b>	<ul style="list-style-type: none"> <li>• 5 phase review of Bromley SEN provision</li> <li>• Invest to save strategy to increase in-borough capacity, reduce unnecessary reliance on out-borough placements, ensure value for money and improve quality</li> </ul>	<p>A Standing Executive Member Working Party.</p> <p><b>Established 2002, its work is ongoing.</b></p>
<b>Corporate Parenting Working Party</b>	<ul style="list-style-type: none"> <li>• Focus on Looked After Children</li> <li>• Improve attendance, attainment, stability of placements</li> <li>• Focus extended 2008 – to include adoption and fostering</li> </ul>	<p>An Executive Member Working Party.</p> <p>Established 2007, ceased March 2010.</p>
<b>Child Protection and Safeguarding Working Party</b>	<ul style="list-style-type: none"> <li>• Established to oversee: <ul style="list-style-type: none"> <li>- Recruitment and Retention Strategy</li> <li>- Strengthening social care and safeguarding arrangements</li> </ul> </li> </ul>	<p>An Executive Member Working Party.</p> <p>Established 2008, ceased March 2010.</p>
<b>Children's Safeguarding &amp; Corporate Parenting Executive Working Party</b>	<ul style="list-style-type: none"> <li>• Monitor and review performance in key areas relating to Safeguarding and Looked After children: <ul style="list-style-type: none"> <li>- Corporate Parenting Framework</li> <li>- Post-Ofsted Inspection of Safeguarding and Looked After Children Services Action Plan</li> <li>- Social Care &amp; Safeguarding Improvement Plan</li> <li>- Children's Social Care Charging Policy</li> <li>- Financing Arrangements for Safeguarding Children</li> <li>- Recruitment &amp; Retention Implementation Strategy</li> </ul> </li> </ul>	<p>A Standing Executive Member Working Party.</p> <p><b>Established April 2010, its work is ongoing.</b></p> <p>(This Working Party was formed through the amalgamation of the former Corporate Parenting and Child Protection &amp; Safeguarding Working Parties.)</p>
<b>Primary Schools' Development Plan Review Working Party</b>	<ul style="list-style-type: none"> <li>• Review of primary school place planning and school organisation taking account of demographic trends to inform future strategy</li> <li>• Detailed recommendations by planning area</li> </ul>	<p>A Standing CYP PDS Working Party.</p> <p><b>Established originally in 1994, its work is ongoing.</b></p>
<b>Secondary School Place Planning – Review Working Party</b>	<ul style="list-style-type: none"> <li>• Review secondary school place planning and school organisation to inform future strategy</li> </ul>	<p>A Standing CYP PDS Working Party.</p> <p><b>Established originally in 1999, its work is ongoing.</b></p>

Name	Focus	Status and Date Established
<b>School Improvement Strategy and Services Working Party</b>	<ul style="list-style-type: none"> <li>Oversee outcomes and action planning following independent external review</li> <li>Redesign the Primary School Improvement Strategy to sustain and raise standards of school performance</li> </ul>	<p>A CYP PDS Working Party.</p> <p>Established 2008 - ceased 2009, having reported its findings and recommendations to CYP PDS Committee and the CYP PH.</p>
<b>Scrutiny Review of Strategy for Young People Not in Education, Employment or Training (NEET) Working Party</b>	<ul style="list-style-type: none"> <li>Supporting transfer of duties for the Connexions service to the Council and incorporated within CYP</li> <li>Collaborative approach, engaging all services/partners</li> <li>Achieve target of 4.4% NEET rate by 2010</li> </ul>	<p>A CYP PDS Working Party.</p> <p>Established 2007 - ceased 2008, having reported its findings and recommendations to CYP PDS Committee and the CYP PH.</p>
<b>Youth Offending Team (YOT) Working Party</b>	<ul style="list-style-type: none"> <li>Post-inspection improvement plan to secure statutory duties and increase effectiveness of the service</li> <li>Recommendations for future development</li> </ul>	<p>A Joint PDS Working Party (CYP &amp; Public Protection and Safety).</p> <p>Established 2006 – ceased 2008, having overseen the improvements to the service as defined within the Post-Inspection Action Plan.</p>
<b>Teenage Pregnancy and Sexually Transmitted Diseases Working Party</b>	<ul style="list-style-type: none"> <li>Variations across Wards reviewed</li> <li>A strategy to address rising under 18 conceptions agreed</li> <li>Cross-portfolio and partnership objectives agreed</li> </ul>	<p>A CYP PDS Working Party.</p> <p>Established 2006 - ceased 2007, having reported its findings and recommendations to CYP PDS Committee and the CYP PH.</p>
<b>Review of Externalised Youth Service Working Party</b>	<ul style="list-style-type: none"> <li>Statutory requirements and local priorities including – diversionary activities</li> <li>Use of Authority Youth Centre accommodation</li> <li>Extending the service’s impact and contribution to BBB priorities</li> </ul>	<p>A CYP PDS Working Party.</p> <p>Established 2005 - ceased autumn 2006, having reported its findings and recommendations to CYP PDS Committee and the CYP PH.</p>

**Note:** Scrutiny Review of Gifted and Talented Strategy Working Party – although the membership and terms of reference were agreed for this Working Party in the Council Year 2007/08, it was decided that the School Improvement Strategy and Services Working Party be established in its place.

Report No.  
DCYP11127

## London Borough of Bromley

### PART 1 - PUBLIC

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Decision Maker: **Children and Young People Portfolio Holder**

Date: **For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 29 November 2011**

Decision Type: Non-Urgent Executive Non-Key

**TITLE: CHILDREN AND YOUNG PEOPLE BUDGET MONITORING REPORT 2011/12**

Contact Officer: David Bradshaw, Interim Head of Children and Young People Finance  
Tel: 020 8313 4807 E-mail: david.bradshaw@bromley.gov.uk

Chief Officer: Gillian Pearson, Director of Children and Young People Services

Ward: Boroughwide

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#### 1. REASON FOR REPORT AND SUMMARY OF BUDGET POSITION

- 1.1 This report reviews the Children and Young People Department budget monitoring based on spending to the end of October 2011.
- 1.2 The schools' budget is funded from Dedicated Schools' and specific grants and is forecast to spend in line with the budget.
- 1.3 The Non-Schools' Budget is funded from Council Tax, Revenue Support and specific grants and the controllable part of it is forecast to overspend by £220,000.

#### 2. RECOMMENDATIONS

2.1 The Children and Young People Portfolio Holder is invited to:

- (i) **consider the projections, note the pressures, and endorse the action to reduce the overspending;**
- (ii) **note contracts of £50,000 and above that have been exempted from the normal requirement to obtain competitive quotes.**

### Corporate Policy

1. Policy Status: N/A
  2. BBB Priority: Children and Young People
- 

### Financial

1. Cost of proposal: N/A
  2. Ongoing costs: N/A
  3. Budget head/performance centre: CYP Portfolio budgets
  4. Total current budget for this head: £67m
  5. Source of funding: RSG, Council Tax, DSG, other grants
- 

### Staff

1. Number of staff (current and extra) – 5,162 Full Time Equivalent, of which 4,425 are based in schools, and 737 are based in CYP Department
  2. If from existing staff resources, number of staff hours – N/A
- 

### Legal

1. Legal Requirement: Statutory requirement:
  2. Call in: Call-in is applicable
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - N/A
- 

### Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A
2. Summary of Ward Councillors comments:

### 3. COMMENTARY

#### The Schools' Budget, Table 1 of Appendix 1

3.1 Projected to spend as per budget. Legislation requires us to carry any variance forward to next year. The components are:

	£'000 Current Variance	£'000 August Report
Previous years' overspend due mainly to withdrawal by government of Standards Fund in March	427	427
<b>Sub Total: 2010/11 deficit brought forward into 2011/12</b>	<b>427</b>	<b>427</b>
Final DSG was lower than anticipated in the budget	89	89
Forecast overspending on SEN placements (contingency has now been added in)	362	1011
Behaviour Support overspending due to pupil volume increase	40	40
Behaviour Support additional income from sales to Academies	-400	-400
Flexible Learning to be ended after the Summer Term	-300	-300
Jury and maternity cover reimbursement to schools reduced due to academy conversion	-300	-300
Contingency to be retained unspent (See note above on SEN placements)	-43	-633
Other variations (net overspending)	125	66
<b>Sub Total - Total projected net Underspending 2011/12</b>	<b>-427</b>	<b>-427</b>
<b>Projected underspending net of 2010/11 deficit</b>	<b>0</b>	<b>0</b>

#### The Non-Schools' Budget , Table 2 of Appendix 1

3.2 £220,000 overspending is projected, as summarised below.

	£'000 Current Variance	£'000 August Report
Increasing numbers and complexity of LAC requiring residential or fostering support including provision for likely increase to the year end.	608	328
Difficulty in recruiting social workers results in higher cost locum staff	50	50
SEN Transport overspending due to contract savings target not yet fully achieved	66	100
Disabled children – 4 additional placements for Looked After Children and provision for likely increase to the year end, offset in part by reductions negotiated by management	577	820
Savings from delayed appointments to vacant posts and running costs	-969	-694
Children's Centres saving in business rates	-125	-125
Further savings expected from general moratorium and freezing of vacancies	0	-200
Other variances, net overspending	13	70
<b>Total projected net controllable overspending</b>	<b>220</b>	<b>349</b>

## Chief Officer's Comments – Director of Children and Young People

- 3.3 The £220k overspend on the CYP budget arises largely from the continuing increase in numbers and costs of placements for children with disabilities and for looked after children. Controls are limited given the statutory obligations and limited options, especially for residential provision. Exercises continue to scrutinise costs and commitments of all placements. Due to the cost for each individual placement the pressure on the CYP budget is immense.
- 3.4 The Director CYP and Head of Finance CYP introduced a framework of measures earlier in the financial year to contain the cost of spend within the Department to off-set the service pressures. This included: a moratorium on spending, a 'freeze' on all vacant posts other than for essential posts, with costs of cover for vacancies minimised. Rigorous management action is achieving compensatory savings. These measures will continue for the remainder of the year with the aim of bringing the in year overspending to zero. Actions were reported in detail in previous budget monitoring reports.
- 3.5 Whilst the Director CYP is aiming to contain the projected overspend in 2011/12, the solution is only short term. The full year cost in 2012/13 of children with disabilities placements is estimated at £645k and for social care placements £263k. Given the projected service volumes and associated costs arising from the escalation in numbers of children requiring placements, these budget pressures will continue in 2012/13.
- 3.6 In the Schools' Budget, the full year effect of the SEN placement overspending in 2012/13 is estimated to be around £0.5m. Although funded through DSG and not core budget, this will have to be contained within the funding envelope for 2012/13 and may be a call on the contingency of the DSG.
- 3.7 The Director CYP, Assistant Directors and Head of Finance CYP will continue to take rigorous management action to contain and reduce the costs of all types of placements. This will include:-
- (a) Review children in high cost residential and independent fostering.
  - (b) Further strengthen gate keeping. All placements must be agreed and approved at CSC Placement Panel and by the Assistant Director of Social Care. Numbers of Looked After Children have reduced from 299 in May 2010 to 269 in March 2011.
  - (c) Implementation of an Adolescent and parenting support team to focus on preventing teenagers coming in to care.
  - (d) Joint work with the Housing Department to divert potential 16 plus homeless youngsters away from the care system to supported lodgings through the Housing Department.
  - (e) A review of fostering provision and costs. A programme is underway to increase the number of in-house foster placements and reduce dependency on external agencies as well as develop packages of support to carers to enable more challenging children to be cared for within foster homes.
  - (f) Introduction of rolling interview panels, a CSC social care micro-site on the Bromley website, and a two day short listing and invitation to interview turn around time for social work applications to support the recruitment and retention package.
  - (g) Tightly controlled purchasing of placements through negotiation, clear specifications, avoiding 'extras', achieving least expensive options where possible.
  - (h) In addition, a general moratorium has been introduced on all running costs expenditure other than those that are strictly essential and all vacancies will be frozen other than for essential posts, with a minimisation of cost of cover for vacant posts.

3.8 In terms of the Schools' Budget, ten primary and three secondary schools had deficits at 31 March 2011. The Schools Finance Team has agreed deficit recovery plans for six primary schools. Three of the schools (one primary and two secondary) have now become academies, and so a Deficit Recovery Plan is no longer required, since the deficit will be recovered from the YPLA funding agency. The CYP Schools' Finance Team will work with the remaining three primary and one secondary schools' governing bodies and head teachers to agree DR Plans.

3.9 Exemptions from rules on competitive tenders and extensions to contracts  
 Appendices 7 and 8 show contracts over £50k exempted from the requirement to obtain competitive quotes. The Chief Officer has to obtain the agreement of the Director of Legal, Democratic and Customer Services and Director of Resources and (where over £100,000) of the Portfolio Holder, and report use of this exemption to Audit Sub committee bi-annually. Since the previous occasion when exemptions were reported, there have been 8 contracts exceeding £50,000 but less than £100,000, and 8 exceeding £100,000.

**4. POLICY IMPLICATIONS**

- 4.1 "Building a Better Bromley" refers to the Council's intention to remain among the lowest Council Tax levels in Outer London through greater focus on priorities.
- 4.2 The Resources Portfolio Plan has the target that each department will spend within its budget.
- 4.3 "Updates on Financial Strategy 2012/13 to 2015/16" will be reported to the Executive highlighting the pressures facing the Council.
- 4.4 Chief Officers and Heads of Finance stress the need for strict budget monitoring to minimise the risk of compounding pressures in future years. It is key to performance management.

**5. FINANCIAL IMPLICATIONS**

5.1 These are contained in the body of this report and Appendix 2 explains the variations.

<b>Non-Applicable Sections:</b>	Legal Implications Personnel Implications
Background Documents: (Access via Contact Officer)	2011/12 Budget Monitoring files in CYP Finance Section

## 2011/12 CHILDREN AND YOUNG PEOPLE REVENUE BUDGET MONITORING BUDGET AND SUMMARISED VARIATIONS

Projections, based on actual expenditure and income to 31 October 2011

2010/11 Actuals	TABLE 1: SCHOOLS' BUDGET PART OF EACH SERVICE	2011/12 Original Budget	2011/12 Latest Approved	2011/12 Projected Expenditure	Variation Projected This month	Notes in App2	Variation Last Reported	Full Year Effect
£'000		£'000	£'000	£'000	£'000		£'000	£'000
11,805	Access	13,017	13,017	12,682	-335	A	-319	0
14,617	SEN and Inclusion	16,617	19,029	19,431	402	B	1051	500
923	Commissioning and Business Services	501	501	201	-300	C	-300	-473
2,273	Standards and Achievement Services	800	800	827	27	D	-73	0
17,134	Schools Related Budgets	177,028	126,646	126,336	-310	E	-875	473
-200,404	Dedicated Schools Grant & Pupil	-208,024	-160,054	-159,538	516	F	516	-500
43	Research and Statistics	0	0	0	0			0
68	Strategic Planning and Commissioning	61	61	61	0			0
<b>459</b>	<b>SCHOOLS' BUDGET MET FROM COUNCIL BUDGET</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>
2010/11 Actuals	TABLE 2: NON-SCHOOLS AND SOCIAL CARE PARTS OF EACH SERVICE	2011/12 Original Budget	2011/12 Latest Approved	2011/12 Projected Expenditure	Variation Projected This month		Variation Last Reported	Full Year Effect
£'000		£'000	£'000	£'000	£'000		£'000	£'000
	<b>Education Division</b>							
1,466	Access	2,261	2,261	2,171	-90	1	-101	0
6,821	SEN and Inclusion	7,649	7,649	8,286	637	2	915	645
0	Commissioning and Business Services	1,082	1,062	898	-164	3	-14	0
660	Standards and Achievement Services	2,305	2,305	2,250	-55	4	-105	0
N/A	Early Intervention Grant	-10,999	-10,999	-10,999	0			
<b>8,947</b>		<b>2,298</b>	<b>2,278</b>	<b>2,606</b>	<b>328</b>		<b>695</b>	<b>645</b>
	<b>Safeguarding and Social Care</b>							
13,425	Care and Resources	12,934	12,897	13,450	553	5i	298	263
2,454	Safeguarding and Quality Assurance	2,091	2,188	2,081	-107	5i	-125	0
2,335	Safeguarding and Care Planning	2,565	2,505	2,515	10	5i	0	0
2,316	Referral and Assessment	7,312	7,312	7,004	-308	5i & 5ii	-154	0
3,589	Bromley Youth Support Programme	3,324	3,324	3,144	-180	5iii	-180	0
<b>24,119</b>		<b>28,226</b>	<b>28,226</b>	<b>28,194</b>	<b>-32</b>		<b>-161</b>	<b>263</b>
	<b>Strategy and Performance</b>							
580	Research and Statistics	580	580	513	-67		0	0
450	Strategic Planning and Commissioning	425	493	484	-9		15	0
<b>1,030</b>		<b>1,005</b>	<b>1,073</b>	<b>997</b>	<b>-76</b>	<b>6</b>	<b>15</b>	<b>0</b>
	<b>MORATORIUM SAVINGS</b>						<b>-200</b>	
<b>34,096</b>	<b>TOTAL CONTROLLABLE BUDGETS</b>	<b>31,529</b>	<b>31,577</b>	<b>31,797</b>	<b>220</b>		<b>349</b>	<b>908</b>
40,835	TOTAL NON CONTROLLABLE	10,376	29,126	29,120	-6		-6	
7,334	TOTAL EXCLUDED RECHARGES	6,173	6,173	6,173	0		0	
<b>82,265</b>	<b>TOTAL NON-SCHOOLS BUDGET</b>	<b>48,078</b>	<b>66,876</b>	<b>67,090</b>	<b>214</b>		<b>343</b>	<b>908</b>
Actuals	TABLE 3: TOTAL FOR EACH SERVICE	Original Budget	Latest Approved	Projected Expenditure	Projected This month		Last Reported	Full Year Effect
£'000		£'000	£'000	£'000	£'000		£'000	£'000
	<b>Education Division</b>							
13,271	Access	15,278	15,278	14,853	-425		-420	0
21,438	SEN and Inclusion	24,266	26,678	27,717	1,039		1,966	1,145
923	Commissioning and Business Services	1,583	1,563	1,099	-464		-314	-473
2,933	Standards and Achievement Services	3,105	3,105	3,077	-28		-178	0
-29,270	Schools Related Budgets Net of DSG	-30,996	-33,408	-33,202	206		-359	-27
N/A	Early Intervention Grant	-10,999	-10,999	-10,999	0			
<b>9,295</b>		<b>2,237</b>	<b>2,217</b>	<b>2,545</b>	<b>328</b>		<b>695</b>	<b>645</b>
	<b>Safeguarding and Social Care</b>							
13,425	Care and Resources	12,934	12,897	13,450	553		298	263
2,316	Safeguarding and Quality Assurance	2,091	2,188	2,081	-107		-125	0
2,335	Safeguarding and Care Planning	2,565	2,505	2,515	10		0	0
2,454	Referral and Assessment	7,312	7,312	7,004	-308		-154	0
3,589	Bromley Youth Support Programme	3,324	3,324	3,144	-180		-180	0
<b>24,119</b>		<b>28,226</b>	<b>28,226</b>	<b>28,194</b>	<b>-32</b>		<b>-161</b>	<b>263</b>
	<b>Strategy and Performance</b>							
623	Research and Statistics	580	580	513	-67		0	0
518	Strategic Planning and Commissioning	486	554	545	-9		15	0
<b>1,141</b>		<b>1,066</b>	<b>1,134</b>	<b>1,058</b>	<b>-76</b>		<b>15</b>	<b>0</b>
	<b>MORATORIUM SAVINGS</b>						<b>-200</b>	
<b>34,555</b>	<b>TOTAL CONTROLLABLE FOR</b>	<b>31,529</b>	<b>31,577</b>	<b>31,797</b>	<b>220</b>		<b>349</b>	<b>908</b>
40,835	TOTAL NON CONTROLLABLE	10,376	29,126	29,120	-6		-6	0
7,334	TOTAL EXCLUDED RECHARGES	6,173	6,173	6,173	0		0	0
<b>82,724</b>	<b>PORTFOLIO TOTAL</b>	<b>48,078</b>	<b>66,876</b>	<b>67,090</b>	<b>214</b>		<b>343</b>	<b>908</b>



**CHILDREN AND YOUNG PEOPLE REVENUE BUDGET MONITORING**  
**Budget Variations Allocated to Portfolios in 2011/12**

<b>BUDGET VARIATIONS - ALLOCATIONS FOR 2011/12</b>	<b>Table 1:</b>	<b>Table 2:</b>	<b>Table 3:</b>
	<b>Schools Budget</b>	<b>Non-Schools Children's Social Care Budget</b>	<b>Total for Children and Young People Department</b>
	£'000	£'000	£'000
<b>2011/12 Original Budget</b>	<b>0</b>	<b>48,078</b>	<b>48,078</b>
<b>General</b>			
Revenue contribution to capital and property adjustments		Cr 160	Cr 160
Government Grants Deferred - removal of 2011/12 budget allocation		18,910	18,910
<b>Total General</b>		<b>18,750</b>	<b>18,750</b>
<b>Grants included within Central Contingency Sum</b>			
<u>Agreed by Executive on 25th May 2011</u>			
DFE Music grant (1 year only)			
- Bromley Youth Music Trust expenditure		362	362
- DFE grant income		Cr 362	Cr 362
<u>Agreed by Executive on 20th July 2011</u>			
Lottery Funding - income	Cr 10		
Lottery Funding - expenditure	10		
<u>Agreed by Executive 19th October 2011</u>			
Social Work Improvement Fund and Munro Fund			
- grant related expenditure		190	190
- grant related income		Cr 190	Cr 190
<b>Total Grants</b>	<b>0</b>	<b>0</b>	<b>0</b>
Corporate contribution to CYP for temporary secondment arrangement		48	48
<b>Total Variations per Budget Monitoring Report</b>	<b>0</b>	<b>18,798</b>	<b>18,798</b>
2010/11 Latest Approved Budget	0	66,876	66,876

**REASONS FOR VARIATIONS  
THE SCHOOLS' BUDGET (Appendix 1 (A), Table 1)**

The Schools' Budget holds the budget for each school and £38m of pupil-driven centrally managed services such as SEN and Pupil Referral. It is funded by Dedicated Schools', Young People Learning Agency, The Pupil Premium and other grants. The letters against the notes refer to Table 1

The variations are analysed across the services as follows:-

<b>A.</b>	<b>ACCESS Cr £335k</b>	£'000
	1) Sale of services to academies in behavioural services	-400
	2) Volume increases in Home and hospital tuition	40
	3) Additional costs of redeployment	25
		<u>-335</u>
<b>B.</b>	<b>SEN AND INCLUSION Dr £402k</b>	
	1) SEN placements Pupil-Driven spending Details in Appendix 3. Please note that the £573k of contingency set aside for matrix funding (referred to in the previous report) has now been brought into the table. This accounts for the large reduction in overspending since the last report.	362
	2) additional transport costs due to pupil volumes	40
		<u>402</u>
<b>C.</b>	<b>COMMISSIONING &amp; BUSINESS SERVICES Cr 300k</b>	
	Flexible Learning strategy ended in the summer term	<u>-300</u>
<b>D.</b>	<b>STANDARDS &amp; ACHIEVEMENT Dr 27k</b>	
	Additional staffing costs in Learning and support in part offset by additional income from Family Literacy Grant	<u>27</u>
<b>E.</b>	<b>SCHOOLS RELATED BUDGETS Cr 310k</b>	
	1) Jury and Maternity cover reimbursement expected to underspend as a result of Academy conversions	-300
	2) School Meals for Special Schools is overspending following re-tendering.	33
	3) Contingency will be unspent to offset overspending elsewhere in the Schools' Budget.	-43
		<u>-310</u>
<b>F.</b>	<b>DEDICATED SCHOOLS GRANT INCOME £516k below budget</b>	
	1) Cumulative overspending in the Schools' Budget at 31 March 2011 brought forward is the first call on the 2011/12 DSG	427
	2) The final DSG was lower than expected, due to 18 fewer pupils	89
		<u>516</u>

**REASONS FOR VARIATIONS  
THE NON-SCHOOLS' BUDGET (Appendix 1 (A), Table 2)**

**1. Access - cr £90k**

£'000

**1. Education Welfare Service - Cr 33k**

i. The budget was reduced on the assumption that a full year of savings would be yielded from managing the Education welfare Officers and Behaviour Support services together. However, this will only be achieved part way through 2011/12. The £16k overspending is the balance after adding an approved virement for £49k. to the budget.

16

ii. Additional income from sold services and savings in supplies and services more than offsets the above

-49

-33

**2. Early Years Cr 57k.**

savings are being made by holding some posts vacant.

-57

-90

**2. SEN and Inclusion - Dr £637k****SEN Transport Contracts, Non-Schools' Budget component - Dr £66k**

Pupil volumes have risen and the service has been given a challenging savings target on the basis of expected savings from the re-tendering of contracts.

66

**Children With Disabilities - Dr £577k**

There are additional high cost placements required for looked after children. The forecast now includes provision for cases that are likely to manifest later during this year, and also a contingency for further growth from as yet unknown cases.

577

In addition, a general moratorium has been introduced on all non-essential running costs, and all vacancies will be frozen other than for essential posts, with a minimisation of cost of cover for vacant posts.

Other minor savings

-6

637

**3. Education Commissioning & Business Services - Cr £164k**

Possible shortfall in sold services income

200

Savings from consolidating former Sure Start Grant funded services into Commissioned Services

-200

Under spend on Employees from delayed appointment of vacancies

-50

Savings from restrictions on supplies and services spending

-114

-164

**4. Standards & Achievement - Cr £55k**

Savings from delayed appointments to vacant posts.

-35

Savings from restrictions on supplies and services spending

-20

-55

**5. Safeguarding and Social Care Division - Cr £32k****5 i Children's Social Care Dr £378k**

£'000

**Salaries overspending across Social Care - Dr £50k**

50

Safeguarding and Social Care has exceeded the target to reduce the numbers of locum social workers as identified in the Recruitment and Retention report to the Executive on the 3rd February 2010 and so the £50k overspend is lower than planned. Every effort will be made to further reduce spending on locum social workers. The previously reported overspend of £100k has been reduced to £50k with the continued successful recruitment of front line Social Worker staff and holding of other vacancies.

<u>Care and Resources - Dr £518k (excluding salaries)</u>	£'000	£'000	£'000
Children's Placements	608		
Housing Benefit for Care Leavers:			
Under 18s	-56		
Over 18s - Under recovery of rent	15		
Freezing of Saxon Centre Supplies & Services Budgets	-25		
Freezing of posts with in Fostering Service	-24		
	<u>        </u>	518	
<u>Safeguarding and Quality Assurance - Cr £107k (excluding salaries)</u>			
Savings have been identified to help offset the overspend on Placements.			
Savings on the Training budget	-25		
Savings in staff advertising	-29		
Savings on supplies & services	-10		
A £14k contribution will be made from the Child Death Overview Process budget to supp	-14		
Additional income from the CWDC	-29		
	<u>        </u>	-107	
<u>Safeguarding and Care Planning - Cr £10k (excluding salaries)</u>			
£10k underspend on Section 17 budgets.		-10	
<u>Referral and Assessment - Cr £73k (excluding salaries)</u>			
Clients with No Recourse to Public Funds rose steadily during 2010-11. The costs are to accommodate and provide for families who cannot work due to their legal status and who do not receive benefits.	15		
This overspend will be met from an underspend on S17 budgets	-19		
A post in the Teenage and Parent Support Service Team will be held vacant for the remainder of the year	-27		
Saving in salaries from the new Triage Team	-25		
Underspending in CAMHS grant	-17		
	<u>        </u>	-73	<b>378</b>
<u>5 ii Bromley Children Project within Referral and Assessment Service - Cr 230k.</u>			
Savings in business rates against last years' accrual since charges were lower than expected		-125	
savings are being made by holding some posts vacant.		-35	
Savings in the commissioning budget		-70	<b>-230</b>
		<u>        </u>	
<u>5 iii. Bromley Youth Support Programme - Cr £180k</u>			
Youth - Savings from delayed appointments to vacant posts, running costs, and additional income. Youth Offending Team - Savings are being made on a mix of areas including grant income, salaries and running costs. An additional saving of £10k has been identified on Office Expenses to help reduce the overall overspend.		-150	
		-30	<b>-180</b>
		<u>        </u>	
		<u>        </u>	<u>        </u>
		<u>        </u>	<u>        </u>
<u>6. Strategy &amp; Performance Division - Cr 76k</u>			
Additional income from services sold to schools			-46
Additional IT maintenance costs			13
Posts being held vacant			-43
			<u>        </u>
			<u>        </u>

## **EARLY WARNINGS**

### **Volatile Numbers-Driven Services**

CYP Department has several large demand-led budgets where spending varies with the number of children or young people. Of these, SEN Placements, Payments to Private Nurseries and Pupil Referral are in the DSG funded Schools' Budget, and Social Care Placements, Disability Placements, Leaving Care, SEN transport, and YOT are funded within the General Fund. The Department monitors these budgets closely.

### **Transfer of Schools to Academy Status**

Schools converting receive that school's own budget, a share of the non-Schools' Budget and of the Schools' Budgets retained at LA level (and also parts of corporate budgets such as Finance, Legal, Property and HR).

The potential longer-term impact has previously been reported to Members, and it had been assumed that for the current financial year only the Schools' Budget would reduce, since Revenue Support Grant for all Councils was top sliced to take account of this

However, on 19 July notice was received of a consultation on the future funding of schools, and that

"The Secretary of State for Education, in consultation with the Secretary of State for Communities and Local Government, has agreed to reconsider the appropriate reduction to local authority funding to be made to reflect the transfer of central services from local authorities to academies and Free Schools.

This consideration will apply to the transfers for both the 2011-12 and 2012-13 financial years."

It is therefore possible that further in-year reductions will be made to RSG funding.

### **The Schools' Budget. Behaviour Service Secondary Respite Centre and SEN Placements budget**

The Secondary Respite Centre is located on the same campus as a Gymnastic Centre. The Club have made a number of complaints relating to damage sustained to their property by pupils attending the Respite Centre. In response, management have restricted the numbers of pupils who will be present at any one time. This will reduce the income from charges to schools that can be recovered. The loss of Respite capacity will also put an additional pressure onto the SEN Placements budget, since the Centre will not be able to receive a number of excluded pupils who have SEN statements. Management are in the process of identifying alternative premises.

### **Youth Offending Team. The non-Schools' Budget.**

The Youth Offending Team Childview (YOIS) System requires a software upgrade. The cost of £26k may have to be met from the YOT Budget if the YJB do not provide funding.

### **Virements approved under Director's delegated powers**

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in monthly financial monitoring reports to the Portfolio Holder. Since the last report to the Executive the following virements have been actioned:

To Education welfare Officers Salaries (Access Service)	£49,000
From Pupil Benefits (Access Service)	£49,000

Reason: The budget cuts assumed a full year of savings from management reductions, but for the first year only a part year saving has been possible

To Planning & Commissioning salaries	£20,000
From Standards & Achievement salaries	£20,000

Reason: to make good the difference between what a redeployee is actually being paid on preserved conditions and the available budget.

SEN 2011/12 PROJECTION

This statement does not include all SEN-related budgets

Pupils with statements, budgets not delegated to schools (Appendix 3, paragraph (1))	Oracle GL Account Code	Approved Budget		Projection		Variation		Note	Comparison	
		Funded pupil nos. or places	£	Funded pupil nos. or places	£	Funded pupil nos. or places	£		Previous reported variation in September 2011 £	Movement £
Additional Classroom assistants (non-delegated)	136595 1507	4.0	56,850	5	50,254	1.4	-6,596		-11,074	4,478
Outborough School placements:										
Recoupment Expenditure										
- Independent day	136598 3680	112.0	3,866,300	123	4,565,960	10.9	699,660	1	760,448	-60,788
- Independent boarding	136598 3681	84.3	5,823,680	82	5,713,451	-1.9	-110,229		90,713	-200,943
- OLEA maintained day	136598 3151	50.5	1,125,720	59	1,272,043	8.1	146,323		122,886	23,437
- OLEA maintained boarding	136598 3152	13.2	599,610	14	666,059	1.0	66,449		25,839	40,609
- Alternative Programmes / Therapy	136598 3692	79.9	600,520	69	609,533	-11.3	9,013		20,909	-11,896
- Additional support in mainstream	136598 3154/3160/3162	124.3	1,056,350	110	870,753	-14.3	-185,597		-217,667	32,070
General Contingency for additional starters			500,000				-500,000	1	-500,000	0
<b>Pupils with statements, non delegated budgets</b>		<b>468.2</b>	<b>13,629,030</b>	<b>462</b>	<b>13,748,052</b>	<b>-6.1</b>	<b>119,022</b>		<b>292,055</b>	<b>-173,033</b>
Recoupment income	136598 8150-8355	-292.0	-2,591,990	-190	-2,200,000	101.7	391,990		391,990	0
<b>Management action to reduce overspending</b>									0	0
<b>Cost related to education of Disabled Children Placements</b>							0		0	0
<b>Trends anticipated savings associated with leavers</b>						0	Net		0	0
<b>Total non-delegated variation: pupils with statements</b>		<b>176.2</b>	<b>11,037,040</b>	<b>272</b>	<b>11,548,052</b>	<b>95.6</b>	<b>511,012</b>		<b>684,045</b>	<b>-173,033</b>
<b>Pupils with statements: expenditure delegated to schools as Matrix funding</b>	102/104	915.6	6,681,175	954	7,484,559	38.8	803,384		734,584	68,800
<b>Approved addition to Matrix funding</b>			572,810		0		-572,810		0	-572,810
Effect of previous years creditors in 2011/12					-373,727		-373,727		-401,337	27,610
Effect of previous years debtors in 2011/12					-6,314		-6,314		-6,314	0
<b>Combined total, delegated and non-delegated</b>		<b>1,091.8</b>	<b>18,291,025</b>	<b>1,226</b>	<b>18,652,570</b>	<b>134.4</b>	<b>361,545</b>		<b>1,010,977</b>	<b>-649,433</b>

## CHILDREN PLACEMENTS PROJECTIONS

Code	Description	2011/12 Latest Approved Budget				2011/12 Forecast				2011/12 Variation			
		£	Res. Days	FYE	Unit Cost £	£	Res. Days	FYE	Unit Cost £	£	Res. Days	FYE	Unit Cost £
<b>RESIDENTIAL</b>													
808***3504	Community Homes with Education	1,571,250	3,074	8.40	187,054	1,497,585	3,882	10.61	141,194	(73,665)	808	2.21	(45,859)
808***3505	Community Homes	1,257,000	4,392	12.00	104,750	1,270,875	3,285	8.98	141,595	13,875	(1,107)	(3.02)	36,845
808***3507	Secure Accommodation	52,400	110	0.30	174,667	77,370	136	0.37	208,216	24,970	26	0.07	33,550
808***3610	Boarding Schools	314,250	1,830	5.00	62,850	540,424	2,066	5.64	95,738	226,174	236	0.64	32,888
808***3764	Transport	153,020				26,083				(126,937)			
Various	Outreach Services	117,760				152,147				34,387			
808160	Care Proceedings (PLO)	496,350				497,399				1,049			
2640	Respite Care (all)	10,500				0				(10,500)			
<b>Sub total Residential Placements</b>		<b>3,972,530</b>	<b>9,406</b>	<b>25.70</b>	<b>124,315</b>	<b>4,061,883</b>	<b>9,369</b>	<b>25.60</b>	<b>132,284</b>	<b>89,353</b>	<b>(37)</b>	<b>(0.10)</b>	<b>7,969</b>
<b>FOSTERING</b>													
808***3630	Fostering IFA	1,699,000	11,895	32.50	52,277	1,875,648	15,578	42.56	44,068	176,648	3,683	10.06	(8,209)
833***3701	Fostering In house	2,618,750	41,358	113.00	23,175	2,830,522	47,720	130.38	21,709	211,772	6,362	17.38	(1,465)
833***3706	Fostering In house - Respite	0				2,181				2,181			
833***3747	Special Guardianship Orders	209,500	3,916	10.70	19,579	283,762	10,413	28.45	9,974	74,262	6,497	17.75	(9,606)
833***3766	Kinship Allowances	523,750	9,882	27.00	19,398	381,364	11,626	31.77	12,006	(142,386)	1,744	4.77	(7,392)
833***3767	Residence Order Allowances	261,900	13,615	37.20	7,040	353,423	13,605	37.17	9,508	91,523	(10)	(0.03)	2,467
833***3764	Transport	23,310				23,310				0			
<b>Sub total Foster Placements</b>		<b>5,336,210</b>	<b>80,666</b>	<b>220.40</b>	<b>24,106</b>	<b>5,750,210</b>	<b>98,942</b>	<b>270.33</b>	<b>21,177</b>	<b>414,000</b>	<b>18,276</b>	<b>49.93</b>	<b>(2,929)</b>
<b>SUB TOTAL RESIDENTIAL/FOSTER</b>		<b>9,308,740</b>	<b>90,073</b>	<b>246.10</b>		<b>9,812,093</b>	<b>108,311</b>	<b>295.93</b>		<b>503,353</b>	<b>18,238</b>	<b>49.83</b>	
<b>ADOPTION PLACEMENTS</b>													
833***1769	Interagency Adoption Fees	62,780				62,780				0			
833***3702	Adoption Allowances and other costs	204,640	13,359	36.50	5,607	311,988	15,330	42.00	7,428	107,348	1,971	5.39	1,822
833***9180	Income from Assessments	(40,920)				(43,353)				(2,433)			
<b>Sub total for Adoptive Placements</b>		<b>226,500</b>	<b>13,359</b>	<b>36.50</b>	<b>5,607</b>	<b>331,415</b>	<b>15,330</b>	<b>42.00</b>	<b>7,428</b>	<b>104,915</b>	<b>1,971</b>	<b>5.50</b>	<b>1,822</b>
<b>TOTAL OF CHILDREN'S PLACEMENTS</b>		<b>9,535,240</b>	<b>103,432</b>	<b>282.60</b>		<b>10,143,508</b>	<b>123,641</b>	<b>337.93</b>		<b>608,268</b>	<b>20,209</b>	<b>55.33</b>	

CHILDREN WITH DISABILITIES PROJECTIONS

2010/11 Outturn	Code	Description	2011/12 Latest Approved Budget				2011/12 Forecast				2011/12 Variation			
			£	Res. Days	FYE	Unit Cost £	£	Res. Days	FYE	Unit Cost £	£	Res. Days	FYE	Unit Cost £
		<b>RESIDENTIAL</b>												
576,067	3504	Community Homes with Education	437,700	1,423	3.89	112,587	783,257	2,514	6.87	114,011	345,557	1,092	2.98	1,425
399,596	3606	Specialist Community Homes	410,300	1,464	4.00	102,575	562,222	1,526	4.17	134,825	151,922	62	0.17	32,250
396,285	3610	Boarding Schools	449,800	2,211	6.04	74,457	459,789	2,108	5.76	79,824	9,989	(103)	(0.28)	5,368
<b>1,371,948</b>		<b>Sub total Residential Placem</b>	<b>1,297,800</b>	<b>5,098</b>	<b>13.93</b>	<b>93,174</b>	<b>1,805,268</b>	<b>6,149</b>	<b>16.80</b>	<b>107,456</b>	<b>507,468</b>	<b>1,051</b>	<b>2.87</b>	<b>14,282</b>
		<b>FOSTERING</b>												
47,736	3630	Fostering IFA	43,800	366	1.00	43,800	46,800	366	1.00	46,800	3,000	365	0.00	3,000
47,692	3701	Fostering In house	57,000	1,098	3.00	19,000	93,290	977	2.67	34,940	36,290	365	0.00	15,940
<b>95,428</b>		<b>Sub total Foster Placements</b>	<b>100,800</b>	<b>1,464</b>	<b>4.00</b>	<b>25,200</b>	<b>140,090</b>	<b>1,343</b>	<b>3.67</b>	<b>38,172</b>	<b>39,290</b>	<b>(121)</b>	<b>(0.33)</b>	<b>12,972</b>
		<b>DIRECT FINANCIAL SUPPORT TO 16-17 YEAR OLDS</b>												
44,432	4082	Financial Support	0		0.50		30,352		0.68	44,635	30,352		0.18	<b>44,635</b>
<b>1,511,808</b>		<b>TOTAL CHILDREN WITH DISABILITY PLACEMENTS</b>	<b>1,398,600</b>	<b>6,562</b>	<b>18.42</b>		<b>1,975,710</b>	<b>7,492</b>	<b>21.15</b>		<b>577,110</b>	<b>930</b>	<b>2.73</b>	



**IMPACT ON FUTURE YEARS' BUDGETS OF CURRENT VARIANCES IN THE  
COUNCIL TAX FUNDED BUDGETS**

Description	2011/12 Latest Approved Budget £'000	Variation To 2011/12 Budget £'000	Impact on 2012/13
SEN Transport	3,357	66k overspent	<p>SEN Transport is currently projected to be £66k overspent.</p> <p>The savings target for 11/12 from re-tendering may not be achieved in full. Every effort will be made to achieve the full saving this year, or certainly by 2012/13, but this is a volatile demand driven budget.</p>
Children's Placement Projections (Appendix 4)	9,535	608k overspent	<p>Total full year effect projection £763k. Less sums already included in the financial forecast £500k. Net full year projection £263k. Any overspending in 2012/13 will be contained in the total CYP budget allocation, to the extent that it has not been factored into the four year forecast.</p>
Safeguarding & Social Care Division	21,356	50k overspent (salaries element)	<p>Substantial progress has already been made in replacing expensive locum agency staff with employees.</p> <p>However, any overspending in 2012/13 will be contained in the total CYP budget allocation, to the extent that it has not been factored into the four year forecast.</p>
SEN Children's Disability Team Placements (Appendix 5)	1,559	577K overspent	<p>Total full year effect projection £645k. Less sums already included in the financial forecast £Nil. Net full year projection £645k. Management action should eliminate or substantially reduce this overspending, but any remaining overspending in 2012/13 will be contained in the total CYP budget allocation, to the extent that it has not been factored into the four year forecast.</p>

**PLACEMENT CONTRACTS OVER £50,000 BUT LESS THAN £100,000**

**Contract Procedure Rules paragraph 13.1**

13.1 A decision to negotiate with one or more candidates on any arrangements required within the Procurement process shall not be made except in compliance with the following and any Public Procurement Regulations: Chief Officer in agreement with Director of Legal, Democratic and Customer Services and Director of Resources with a report of the use made of this exemption being made to Audit Sub committee on a bi-annual basis.

Prime Purpose	Placement Date	Placement Type	Client ID	Period from	Period to	Financial Commitment £	Review Date	Comments (if any)
Social Care	01/04/11	Community Home with Education	P22925	01/04/11	31/03/12	73,200		Financial commitment figure represents full year cost and is SEN 65%, SS 35%
Social Care	01/04/11	Community Home with Education	P7771	01/04/11	20/03/12	72,252	21/09/11	Financial commitment figure represents full year cost and is SEN 63.5%, SS 36.5%
Social Care	01/04/11	Community Home with Education	P7609	01/04/11	04/01/12	96,258	05/10/11	Financial commitment figure represents full year cost and is SEN 50%,SS 50%
Social Care	01/04/11	Boarding School	P5997	01/04/11	06/01/12	92,415	11/10/11	Financial commitment figure represents full year cost and is SEN 50%,SS 50%
Social Care	04/09/11	Boarding School	P9438	04/09/11	16/12/11	85,518	05/10/11	Fee shown is to end of financial year
Social Care	01/04/11	Fostering Independent	P20779	01/04/11	06/01/12	57,513	12/10/11	Fee shown is to end of financial year
Social Care	31/05/11	Fostering Independent	145313	31/05/11	31/10/11	53,428	30/11/11	Fee shown is to end of financial year
Education	Sept 02	Commissioning and Children's Education Services	5942	01/04/11	31/03/12	51932	01/9/12	Fees increased-child now year 12.

**PLACEMENT CONTRACTS OVER £100,000**

**Contract Procedure Rules paragraph 13.1**

13.1 A decision to negotiate with one or more candidates on any arrangements required within the Procurement process shall not be made except in compliance with the following and any Public Procurement Regulations: Chief Officer in agreement with Director of Legal, Democratic and Customer Services and Director of Resources with a report of the use made of this exemption being made to Audit Sub committee on a bi-annual basis.

Prime Purpose	Anticipate d Placement Date	Placement Type	Client ID	Period from	Period to	Financial Commitment £	Review Date	Comments (if any)
Social Care	16/06/11	Community Homes with Education	P8299	16/06/11	15/12/11	131,965	270/9/11	Financial commitment figure represents full year cost and is SEN 13.46,SS 86.54%
Social Care	01/04/11	Community Homes with Education	P12410	01/04/11	31/10/11	112,003	31/10/11	Financial commitment figure represents full year cost and is SEN 28.5%, SS 71.5%
Social Care	01/04/11	Community Homes with Education	P5256	01/04/11	11/01/12	136,481	12/10/11	Financial commitment figure represents full year cost and is SEN 23%, SS 77%
Social Care	01/04/11	Community Homes with Education	P6455	01/04/11	25/01/12	203,112	24/10/11	Fee shown is to end of financial year
Social Care	01/04/11	Community Homes	P9081	01/04/11	06/01/12	105,620	11/10/11	Fee shown is to end of financial year
Social Care	01/04/11	Community Homes	P9484	01/04/11	11/01/12	130,713	12/10/11	Fee shown is to end of financial year
Social Care	23/07/11	Community Homes	P126133	23/07/11	18/01/12	107,781	19/10/11	Fee shown is to end of financial year
Education	17/08/2011	Commissioning and Children's Education Services	140246	17/08/11	31/03/12	227,708	Aug 2012	Financial commitment relates to full financial year split 50/50 with CDS

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Report No.  
DCYP11126

## London Borough of Bromley

### PART 1 - PUBLIC

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Decision Maker: **Children and Young People Portfolio Holder**

Date: **For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 29 November 2011**

Decision Type: Non-Urgent Executive Non-Key

**TITLE: MEMBERSHIP OF SCHOOL GOVERNING BODIES**

Contact Officer: Janet Heathcote, Governor Support Officer  
Tel: 020 8461 6243 E-mail: janet.heathcote@bromley.gov.uk

Chief Officer: Gillian Pearson, Director of Children and Young People Services

Ward: Shortlands, Orpington, Penge and Cator, Cray Valley East, Mottingham and Chislehurst, Bickley, Kelsey and Eden Park, Hayes and Coney Hall.

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1. Reason for report

1.1 LA Governor appointments to schools and academies:

Highfield Junior School	Hillside Primary School
Royston Primary School	St Paul's Cray CE Primary School
St Vincent's RC Primary School	

1.2 LA Governor confirmation of appointment to academies:

Bullers Wood School	Langley Park School for Girls
Pickhurst Junior School	

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2. **RECOMMENDATION(S)**

2.1 **Members of the CYP PDS Committee are requested to note this report.**

2.2 **It is recommended that the Executive Member for Children and Young People approve the appointments subject to CRB checks.**

## Corporate Policy

1. Policy Status: Existing policy: Children and Young People Portfolio Plan 2011-12
  2. BBB Priority: Children and Young People
- 

## Financial

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

## 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: School Governance (Constitution) (England) Regulations 2007
  2. Call in: Call-in is applicable
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - N/A
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? Yes
2. Summary of Ward Councillors comments:

### **3. COMMENTARY**

- 3.1 Details of the LA Governor vacancies that have arisen are set out in **Appendix 1**.
- 3.2 The Academies Act 2010 allows academy trusts to decide whether they have one Local Authority governor on the academy governing body. The Model Articles of Association, issued by the DfE, state that "the LA may appoint the LA Governor". Therefore, where the Local Authority is approached it is a matter for the Authority to decide who it wishes to appoint to the governing body of the academy. In summary, the Local Authority cannot insist on appointing to an Academy however, where the academy trust decides that it wishes to have an LA Governor it is for the Authority to decide who it wishes to appoint.
- 3.3 Currently some academies are seeking to confirm, in post, existing LA governors who have previously served when the school operated under the governorship provisions of earlier Education Acts
- 3.4 The current procedure for the appointment of Local Authority Governors decided upon in 2009 (DCYP09139 Proposals for the Development of Recruitment and Support of Local Authority Governors, Appendix 7) allows for the Portfolio Holder to confirm/approve appointments. It is proposed that this procedure should be amended in the light of the Academies Act 2010 so that the preferred appointment criteria for a new LA governor will be that they should be either a Council Member or Senior Officer (if such appointment will not conflict with their employment within the Council).
- 3.5 A proposal for the amendment of the appointment procedure will be presented to CYP PDS at a future meeting following the enactment of the new Education Act.
- 3.6 The names of the applicants for all the LA Governor vacancies are set out in the report with biographical details. Further detailed information on applicants is held by Governor Services to support the decision made by the Portfolio Holder.
- 3.7 Details of the continuation of appointment (confirmation) of LA Governors as a result of Academy conversion are included within **Appendix 2**.

### **4. CONSULTATION**

- 4.1 All Council Members and Governing Bodies have been consulted.

### **5. POLICY IMPLICATIONS**

- 5.1 Schools contribute to the achievement of improved outcomes for children and young people as outlined in the Borough's Sustainable Community Strategy: 'Building a Better Bromley 2010 Vision' and in the CYP Portfolio Plan for 2011/12.

### **6. PERSONNEL IMPLICATIONS**

- 6.1 Details of individuals who are barred from working with children are contained on the Independent Safeguarding Authority's (ISA) Children's Barred List to which the Local Authority has access. This list replaces the previous list 99 and the Protection of Children Act (POCA) list.
- 6.2 Following the introduction of the Vetting and Barring Scheme in October 2009 Governors are included in the list of roles regarded as undertaking "regulated activity".

6.3 Although the Vetting and Barring Scheme is now on hold whilst being reviewed by the current Government, where Governors continue to meet the criteria for an enhanced CRB check disclosure this should be undertaken.

## 7. LEGAL IMPLICATIONS

7.1 The Criminal Justice and Court Services Act 2000 now adds a new category of people who are disqualified from being a School Governor by Schedule 6 of the School Government Regulations 2002/03. The Act makes it a criminal offence for a person who is disqualified from working with children to apply for, offer to do, accept or do, any work in a “regulated position” and a member of the Governing Body of a school is included in the list of “regulated positions” set out in the Act.

7.2 The School Governance (Transition from an Interim Executive Board) (England) Regulations 2004.

<b>Non-Applicable Sections:</b>	Financial Implications
Background Documents: (Access via Contact Officer)	



## DETAILS OF LA GOVERNOR VACANCIES

**Highfield Junior School** – one LA Governor vacancy has been created by the resignation of Mrs Kaushala Surenthiran.

<u>Name</u>	<u>Details</u>
Ms Fiona Cape (Beckenham)	Nominated by the Governing Body. Ms Cape is an experienced school governor having served as a parent governor whilst her children attended the school. She served on the Building and Site Committee and was the appointed Child Protection Governor. Ms Cape is a retired police officer and is a qualified Tier 2 investigator and family liaison officer.

**Hillside Primary School** - one LA Governor vacancy has been created by the resignation of Mr James McCabe.

<u>Name</u>	<u>Details</u>
Mr Paul Iredale (Chislehurst)	Mr Iredale is a very experienced school governor of both primary and secondary schools. He currently serves as an LA Governor of the Governing Body of Manor Oak Primary School and the Shadow Governing Body of St Mary Cray Primary School. Mr Iredale has served as a Bromley governor for over 9 years and regularly attends Bromley governor training and forum meetings.

**Royston Primary School** – one LA Governor vacancy has been created by the resignation of Mrs Joanne Van der Meer.

<u>Name</u>	<u>Details</u>
Mrs Jennifer Avery (Hayes)	Nominated by the Governing Body. Mrs Avery has over 30 years teaching and management experience in both mainstream and specialist provision. She is now retired but has had considerable experience of managing teams, budgets, initiating training programmes, advising colleagues and liaising with parents.

**St Paul's Cray CE Primary School** – one LA Governor vacancy has been created by the resignation of Mrs Vivien Tabone.

<u>Name</u>	<u>Details</u>
Mr Stephen Mead (Orpington)	Nominated by the Governing Body. Mr Mead is the Director of a community interest company. He has worked in both the public and private sector over the last 30 years. Mr Mead has recently taken early retirement and is in a position to contribute time, skills and expertise to the benefit of his local community. He has experience in strategic and operational management and has worked as a project manager in multi million pound building design and construction projects.

**St Vincent's RC Primary School** – one LA Governor vacancy was created when Mr Malcolm Casey sadly died earlier this year.

<u>Name</u>	<u>Details</u>
Mrs Janine Caldwell (Bromley)	Nominated by the Governing Body. Mrs Caldwell is an accountant working for KPMG for 10 years. She was educated in Bromley and would like to contribute towards education in a local primary school as a school governor. Mrs Caldwell has built up an exceptional level of business knowledge and skills. She is a good project manager and listener and able to provide solutions to problems.

## DETAILS OF GOVERNOR MEMBERSHIP AS A RESULT OF ACADEMY CONVERSION

The Academies Act 2010 has enabled all schools to consider the conversion process to Academy Status. With the agreement of their Governing Bodies and full consultation, the following schools have followed the legal process and have recently converted to Academy Status.

The Academy Trusts for each school included below have agreed the composition of their Governing Bodies and, whilst there is not a legal requirement to do so, they wish to retain an LA appointed governor and have requested that the following nominees be appointed or reconfirmed as LA Governor to their Academy Governing Bodies.

Upon conversion to Academy Status existing governors transferred as governors of the Academy which included one LA Governor in their Governing Body.

All nominations have been provided by each Academy and were all originally appointed as LA Governors prior to conversion, therefore a confirmation of appointments is required.

### **Bullers Wood School**

Name

Mr Arthur Johnston JP  
(Chislehurst)

Details

Mr Johnston is a long serving governor of the Governing Body of Bullers Wood School. He was first appointed as LA Governor on 19 September 2003.

### **Langley Park School for Girls**

Name

Cllr Diana MacMull  
(Bromley Town)

Details

Cllr MacMull was first appointed as LA Governor to the Governing Body of Langley Park School for Girls on 19 October 2009.

### **Pickhurst Junior School**

Name

Mrs Stella Brackpool  
(Bromley)

Details

Mrs Brackpool was first appointed as LA Governor to the Governing Body of Pickhurst Junior School on 19 September 2003. She is a long serving governor having served on other Bromley school governing bodies for over 20 years.

Report No.  
RES11140

London Borough of Bromley

PART 1 - PUBLIC

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**Decision Maker:** Children & Young People PDS Committee

**Date:** 29<sup>th</sup> November 2011

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

**Title:** CAPITAL PROGRAMME MONITORING - Q2 2011/12

**Contact Officer:** Martin Reeves, Principal Accountant (Technical & Control)  
Tel: 020 8313 4291 E-mail: martin.reeves@bromley.gov.uk

**Chief Officer:** Director of Resources

**Ward:** All

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1. Reason for report

On 16<sup>th</sup> November 2011, the Executive received the 2nd quarterly capital monitoring report for 2011/12 and agreed a revised Capital Programme for the four year period 2011/12 to 2014/15. This report highlights in paragraphs 3.1 to 3.5 changes agreed by the Executive in respect of the Capital Programme for the Children & Young People (CYP) Portfolio. The revised programme for this portfolio is set out in Appendix A and detailed comments on individual schemes are included at Appendix B.

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2. **RECOMMENDATION(S)**

**The PDS Committee IS asked to endorse the changes agreed by the Executive in November and to confirm that the following post-completion reports be received later in the year:**

Biggin Hill Primary School – amalgamation

Riverside ASD provision

Pupil Referral Unit – new facilities

Mottingham Community Centre – refurbishment

### Corporate Policy

1. Policy Status: Existing policy. Capital Programme monitoring and review is part of the planning and review process for all services. The capital review process requires Chief Officers to ensure that bids for capital investment provide value for money and match Council plans and priorities.
  2. BBB Priority: Excellent Council.
- 

### Financial

1. Cost of proposal: Estimated cost N/A
  2. Ongoing costs: N/A.
  3. Budget head/performance centre: N/A (Capital Programme)
  4. Total current budget for this head: £Total £48.4m for the CYP Portfolio over four years 2011/12 to 2014/15
  5. Source of funding: Capital grants, capital receipts and revenue contributions
- 

### 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: No statutory requirement or Government guidance.
  2. Call-in: Call-in is not applicable.
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): N/A
- 

### Ward Councillor Views

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

### 3. COMMENTARY

#### Capital Monitoring – variations reported to the Executive on 16<sup>th</sup> November 2011

3.1 A revised Capital Programme was considered by the Executive on 16<sup>th</sup> November, following a detailed monitoring exercise carried out after the 2nd quarter of 2011/12. The base position was the revised programme approved by the Executive on 20th July 2011, as amended by any variations approved at subsequent Executive meetings. In response to the major level of slippage at the end of 2010/11, the process has been made more robust by the introduction of considerably more challenge and review. The monitoring exercise resulted in a number of amendments to the approved programme for the CYP Portfolio and these are shown in the table below. Further details are included in paragraphs 3.2 to 3.5. The revised Programme for the CYP Portfolio is attached as Appendix A and comments on individual schemes, together with latest expenditure figures, are shown in Appendix B.

	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000	TOTAL £000
Approved Programme (Executive 20/7/11)	39,935	6,372	1,010	1,010	48,327
Increased Cost of Schemes – The Highway					
Primary School (para 3.2)	140	-	-	-	140
Funding of 2010/11 Overspends (para 3.3)	-60	-	-	-	-60
CYP schemes – various adjustments (para 3.4)	-	-	-	-	-
Re-phasing of Expenditure (para 3.5)					
- Schools Basic Need	-2,500	2,500	-	-	-
Revised CYP Capital Programme	37,515	8,872	1,010	1,010	48,407

#### 3.2 The Highway Primary School – revenue contribution to fund additional costs of partial rebuild (£140k in 2011/12)

The CYP Portfolio holder has previously been advised of cost pressures on this scheme and a revenue contribution of £140k has been identified arising from an anticipated underspend on the Property Division revenue budget for asbestos management in schools. The Executive has approved the inclusion of this sum in the Capital Programme.

#### 3.3 Funding arrangements for capital scheme overspends in 2010/11 (total £60k)

In the Q1 capital monitoring report on 20<sup>th</sup> July 2011, the Executive was informed of two CYP schemes that were overspent by a total of £60k as at 31<sup>st</sup> March 2011 and was advised that officers were looking at options to fund those overspends. This comprised the Pupil Referral Unit (£41k) and Biggin Hill Primary School amalgamation (£19k) schemes. Virements totalling £60k were identified from the 2011/12 Modernisation Fund budget to cover the last two schemes and these were approved by the Executive in November. Post completion reports on the two schemes will be submitted to this PDS Committee before the end of 2011/12.

#### 3.4 CYP Capital Programme – various budget adjustments

A review of the CYP Capital Programme identified that a number of virements/budget adjustments were required from generic overall budget provisions to scheme specific budgets to ensure that funding was in the right place to cover expenditure on individual schemes. These are detailed in the table below and were approved by the Executive in November. As these adjustments were all within the 2011/12 Capital Programme, there was no bottom line impact on the programme.

Scheme / budget description	2011/12
	£000
From: School Capital Maintenance Fund	-173

To: Hawes Down Co-Location scheme (roof)	80
To: The Highway Primary rebuild scheme (roof and windows)	93
From: Targeted Capital Fund – school kitchens	-144
To: Primary Capital Programme – Crofton Junior School	144
From: Schools Access Initiative	-24
To: Primary Capital Programme – Bickley Primary	24
From: Suitability surveys	-46
To: General provision for suitability/modernisation issues in schools	46
From: Extended Services in schools	-50
To: Primary Capital Programme – Bickley Primary	50

### 3.5 Scheme Rephasing

In final outturn reports in June and July, the Executive and all the PDS Committees were informed of the major slippage at the 2010/11 year end, as a result of which some £25.2m had been rephased from 2010/11 into 2011/12. Some £21.3m of this related to CYP schemes, mainly comprising slippage on the Langley Boys School scheme (£10.7m), on the Secondary School Investment Strategy (£5.0m) and on the Primary Capital Programme (£2.3m). Members were advised that slippage of capital spending estimates has been a recurring theme over the years and it is clear that a more realistic approach towards anticipating slippage still needs to be taken. This is the first monitoring report since July and, as reported, additional challenge and review has been introduced into the process. This has resulted in the changes set out above and also in an additional appendix (Appendix B) that provides an update on the progress of all schemes in the CYP Capital Programme. Schemes are now being monitored more closely and, in this quarter, £2.5m has been rephased from 2011/12 into 2012/13 on the Schools Basic Need budget. Comments on all schemes in the CYP Programme are included in Appendix B.

### **Post-Completion Reports**

3.6 Under approved Capital Programme procedures, capital schemes should be subject to a post-completion review within one year of completion. Following the major slippage of expenditure at the end of 2010/11, Members have confirmed the importance of these as part of the overall capital monitoring framework. These reviews should compare actual expenditure against budget and evaluate the achievement of the scheme's non-financial objectives. At the September meeting, the PDS Committee agreed that post-completion reports on the following schemes should be submitted to the CYP Portfolio Holder during 2011/12:

Biggin Hill Primary School – amalgamation

Riverside ASD provision

Pupil Referral Unit – new facilities

Mottingham Community Centre – refurbishment

This will continue to be included in quarterly monitoring reports to the Executive and to the PDS Committee until the post-completion reports are submitted.

## **4. POLICY IMPLICATIONS**

4.1 Capital Programme monitoring and review is part of the planning and review process for all services. The capital review process requires Chief Officers to ensure that bids for capital investment provide value for money and match Council plans and priorities.

## 5. FINANCIAL IMPLICATIONS

5.1 These were reported in full to the Executive on 16<sup>th</sup> November 2011. Changes approved by the Executive to the Capital Programme for the CYP Portfolio are set out in the table in paragraph 3.1.

<b>Non-Applicable Sections:</b>	Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	Departmental monitoring returns October 2011. Approved Capital Programme (Executive 20/7/11). Capital Programme Outturn 2010/11 report (Executive 22/6/11). Q2 Capital Monitoring Report 2011/12 (Executive 16/11/11)

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CHILDREN & YOUNG PEOPLE PORTFOLIO - APPROVED CAPITAL PROGRAMME as at 16th NOVEMBER 2011								
Capital Scheme/Project	Total Approved Estimate	Actual to 31.3.11	Estimate 2011/2012	Estimate 2012/2013	Estimate 2013/2014	Estimate 2014/2015	Responsible Officer	Remarks
	£'000's	£'000's	£'000's	£'000's	£'000's	£'000's		
<b>SECONDARY SCHOOLS</b>								
14-19 Diploma SEN 2.3d - Secondary School Investment Strategy							Rob Bollen	DSG £3,580k, Targeted Capital Grant £7,340k, S106 £500k
Newstead Wood	2500	2483	17				Rob Bollen	
Darrick Wood	1700	1700					Rob Bollen	
Hayes	1500	1500					Rob Bollen	
Riverside	500	500					Rob Bollen	
Ravenswood	2500	794	1706				Rob Bollen	
St Olave's	500	500					Rob Bollen	
Bullers Wood	1700	18	1682				Rob Bollen	
Contingency	520	204	316				Rob Bollen	
	11420	7699	3721	0	0	0		
Post 16 infrastructure provision	4759	3463	1296				Bob Garnett	Funded by additional £8.6m Standards Fund grant; £600k "suitability" grant in 2007/08
Langley Park Boys School - BSF (Building Schools for the future) 2.3b	35800	15938	14500	5362			Rob Bollen	BSF One School Pathfinder; 100% government grant
Langley Park Boys School - enhanced performance space	2006	0	2006				Rob Bollen	Council contribution in addition to BSF Pathfinder scheme
<b>TOTAL SECONDARY SCHOOLS</b>	<b>53985</b>	<b>27100</b>	<b>21523</b>	<b>5362</b>	<b>0</b>	<b>0</b>		
<b>PRIMARY SCHOOLS</b>								
Primary Capital Programme 2.7								DCSF capital grant; £800k allocated to Riverside ASD scheme
Bickley Primary - expansion	1469	1367	102				Rob Bollen	£1,395k Primary Capital Programme (PCP) grant; £24k from Access initiative; £50k from extended services
Princes Plain Primary - expansion	1414	1220	194				Rob Bollen	£1,114k PCP, £250k S106, £50k school contribution
The Highway Primary - partial rebuild	4253	2248	2005				Rob Bollen	£2,620k PCP, £500k Children & Family Centre grant, £300k Early Years, £600k planned maint; £93k schools capital maint in 11/12; £140k revenue cont in 11/12.
Other schemes funded by Primary Capital Programme grant	3611	2395	1216				Rob Bollen	Balance of PCP grant after allocations to Bickley, Princes Plain, Highway and Riverside ASD; £100k from maintenance re Pickhurst Infants; £144k for Crofton Juniors from School kitchens funding
	10747	7230	3517	0	0	0		
Farnborough Primary School - 2 class extension	311	224	87				Rob Bollen	£150k suitability, £100k school, £50k maintenance, £11k seed challenge
<b>TOTAL PRIMARY SCHOOLS</b>	<b>11058</b>	<b>7454</b>	<b>3604</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>SPECIAL SCHOOLS</b>								
SEN - "Invest to Save" schemes	500	489	11				Bob Garnett	Revenue savings to be identified; in-borough provision to be created
Provision for children with social, emotional & behavioural difficulties	250	0	250				Mark Jordan	Invest-to save: reduction in out of borough placements £800k in a full year; additional costs £290k in a fully year (funded from DSG)
Reconfiguration of Special Schools	5841	5080	761				Bob Garnett	Prudential borrowing (costs to be met from schools' budget); DSG contributions; £567k hydrotherapy pool approved by Executive 31/3/10
<b>TOTAL SPECIAL SCHOOLS</b>	<b>6591</b>	<b>5569</b>	<b>1022</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>OTHER EDUCATION SCHEMES</b>								
Formula Devolved Capital 2.1a	6366	2971	845	850	850	850	Mandy Russell	100% government grant; reduced allocation in 2011/12 settlement
Seed Challenge Fund	1264	914	350				Rob Bollen	£300k "suitability" funding in 2011/12; £11k for Farnborough scheme
Schools Access Initiative	1240	500	290	150	150	150	Rob Bollen	DDA requirement; £150k p.a from schools' revenue budget; £24k to Bickley PCP
Security Works	620	433	187				Rob Bollen	£150k "suitability" funding in 2011/12
Children and Family Centres	6141	5937	204				Bob Garnett	100% DfES grant; £500k for Highway scheme, £750k for Hawes Down Co-location, grant cut by £802k
Planned Maintenance / Modernisation Fund	4165	4004	161				Rob Bollen	£243k c/fwd from 2010/11; £22k to Riverside ASD scheme; now funded by 11/12 capital maintenance settlement; £41k to cover PRU/£19k to cover Biggin Hill overspends
Suitability / Modernisation issues in schools - general 2.2	196	-24	220				Rob Bollen	Now funded by 11/12 capital maintenance settlement; £46k from suitability surveys
Capital maintenance in schools - 2011/12 settlement	5064	0	5064				Rob Bollen	100% government grant - 2011/12 settlement; £300k to seed challenge; £150k to security works; £150k to suitability/modernisation settlement; £80k to Hawes Down Co-Location & £93k to The Highway in 11/12
Spec Need - 2011/12 settlement	4497	0	1997	2500			Rob Bollen	100% government grant - 2011/12 settlement
Integrated Youth Support Service - The Link	350	346	4				Paul King	100% external funding (DSCF) - Co-location grant
Extended Services 2.10	956	681	275				Bob Garnett	DCSF capital grant; £142k for Hawes Down; grant cut by £134k; £50k to Bickley PCP
Hawes Down Co-Location 2.16	1802	576	1226				Bob Garnett	Co-location grant £470k, Short breaks capital £220k, Children & Family Centres grant £750k, Early Years capital £70k, Extended Services £142k, school contribution £70k; £80k schools capital maint (roof) in 11/12
Feasibility Studies	40	0	10	10	10	10	Rob Bollen	
<b>OTHER CHILDREN'S SERVICES SCHEMES</b>								
Phoenix Pre-School SEN service - Council contribution	300	92	208				Rob Bollen	Prudential borrowing - costs to be met from schools' budget.
Mobile technology to support children's social workers	71	15	56				Kay Weiss	100% grant
Children's Integrated Services	63	60	3				Kay Weiss	100% grant.
Priory School - Local Learning Centre	333	103	230				Rob Bollen	Executive 16/6/10
Youth centres - Capital improvements	72	36	36				Paul King	Youth Capital Fund grant £72k
<b>TOTAL OTHER CHILDREN'S SERVICES SCHEMES</b>	<b>33540</b>	<b>16644</b>	<b>11366</b>	<b>3510</b>	<b>1010</b>	<b>1010</b>		
<b>TOTAL CHILDREN &amp; YOUNG PEOPLE PORTFOLIO</b>	<b>105174</b>	<b>56767</b>	<b>37515</b>	<b>8872</b>	<b>1010</b>	<b>1010</b>		

Capital Scheme/Project	2011/2012				COMMENTS FOR Q2 MONITORING
	Actual to 31.3.11	Approved Estimate (July)	Actual to 31/10/11	Revised Estimate	
	£'000's	£'000's	£'000's	£'000's	
<b>SECONDARY SCHOOLS</b>					
14-19 Diploma SEN 2.3d - Secondary School Investment Strategy					
Newstead Wood	2483	17	17	17	Final Contribution paid to school for the project. No further payments to be made
Darrick Wood	1700	0	0	0	No Comment
Hayes	1500	0	0	0	No Comment
Riverside	500	0	0	0	No Comment
Ravenswood	794	1706	1706	1706	Final Contribution paid to school for the project. No further payments to be made
St Olave's	500	0	0	0	No Comment
Bullers Wood	18	1682	111	1682	Project starting. School paid in stages as works progress. Contribution capped
Contingency	204	316	0	316	Kept aside to deal with any unforeseen circumstances. Used for legal costs in the past. May not be needed in the future
	7699	3721	1834	3721	
Post 16 infrastructure provision	3463	1296	0	1296	Investigating whether any further schemes will take place. Will report back to next cycle
Langley Park Boys School - BSF (Building Schools for the future) 2.3b	15938	14500	7805	14500	Scheme progressing/work ongoing. First Phase handed over. Contract completion January 2013
Langley Park Boys School - enhanced performance space	0	2006	0	2006	Scheme progressing/work ongoing. First Phase handed over. Contract completion January 2013
<b>TOTAL SECONDARY SCHOOLS</b>	<b>27100</b>	<b>21523</b>	<b>9639</b>	<b>21523</b>	
<b>PRIMARY SCHOOLS</b>					
Primary Capital Programme 2.7					
Bickley Primary - expansion	1367	28	62	102	Scheme completed. Awaiting end of defects/retentions to pay
Princes Plain Primary - expansion	1220	143	22	194	Scheme completed. Awaiting end of defects/retentions to pay
The Highway Primary - partial rebuild	2248	1772	1755	2005	Highway overspending on original budget. Issues on build, etc. Reported to CYPPDS. Can use any remaining primary capital funding to offset this and/or maintenance funding to cover
Other schemes funded by Primary Capital Programme grant	2395	1123	711	1216	Crofton kitchen to be paid from this budget as part of overall scheme. Highway issue as above. Retentions and defects liabilities to be paid
	7230	3066	2550	3517	
Farnborough Primary School - 2 class extension	224	87	3	87	Scheme complete. Into retentions/defects liability period
<b>TOTAL PRIMARY SCHOOLS</b>	<b>7454</b>	<b>3153</b>	<b>2553</b>	<b>3604</b>	
<b>SPECIAL SCHOOLS</b>					
SEN - "Invest to Save" schemes	489	11	0	11	Scheme completed. Awaiting end of defects/retentions to pay. May be no further spend
Provision for children with social, emotional & behavioural difficulties	0	250	0	250	Linked with the Grovelands Site/field study centre. Building handed over so will begin to progress
Reconfiguration of Special Schools	5080	761	-51	761	Hydro pool and retentions to pay. Linked with other projects
<b>TOTAL SPECIAL SCHOOLS</b>	<b>5569</b>	<b>1022</b>	<b>-51</b>	<b>1022</b>	
<b>OTHER EDUCATION SCHEMES</b>					
Formula Devolved Capital 2.1a	2971	845	644	845	Government support in and out to schools
Seed Challenge Fund	914	350	187	350	Applications for funding back from schools. Schools have to match Council contribution
Schools Access Initiative	500	314	32	290	In discussion with schools. Funding often on an ad hoc basis as needs arise such as hygiene rooms. Can also be linked to larger schemes
Security Works	433	187	16	187	More detail required as to the level of works
Children and Family Centres	5937	204	-41	204	Schemes complete. Retentions, etc to pay. Looking at this funding underpinning other schemes
Planned Maintenance / Modernisation Fund	4004	221	0	161	Carried over from previous years. Funding of school projects
Suitability / Modernisation issues in schools - general 2.2	-24	174	86	220	Various schemes, funding to schools
Capital maintenance in schools - 2011/12 settlement	0	5237	915	5064	Various repairs/structural works/windows in progress
Basic Need - 2011/12 settlement	0	4497	817	1997	£2,500k rep phased into 2012/13. Funding should be looked at over a wider timeframe. Classroom refurbishment, place planning organisation, bulge classes. Works often done in holiday periods
Suitability surveys	0	46	0	0	Budget transferred to suitability/modernisation issues
Integrated Youth Support Service - The Link	346	4	-14	4	Investigating whether there will be any further expenditure
Extended Services 2.10	681	325	6	275	Investigating whether there will be any further expenditure
Targeted Capital Fund - school kitchens & dining rooms	485	144	0	0	Funding used for Crofton Junior School and t/f to Primary Capital Programme
Hawes Down Co-Location 2.16	576	1146	777	1226	Ongoing project, expenditure still being incurred. Potential for small underspend
Feasibility Studies	0	10	0	10	Will be used for feasibility studies
<b>OTHER CHILDREN'S SERVICES SCHEMES</b>					
Phoenix Pre-School SEN service - Council contribution	92	208	0	208	Ongoing discussion with the PCT. Payment being deferred until agreement and terms are reached
Mobile technology to support children's social workers	15	56	0	56	Investigating whether there will be any further expenditure
Children's Integrated Services	60	3	0	3	Investigating whether there will be any further expenditure
Priory School - Local Learning Centre	103	230	202	230	Contribution to the school. Awaiting confirmation from school before paying
Youth centres - Capital improvements	36	36	-1	36	Small scale improvements to Youth centres.
<b>TOTAL OTHER CHILDREN'S SERVICES SCHEMES</b>	<b>17129</b>	<b>14237</b>	<b>3626</b>	<b>11366</b>	
<b>TOTAL CHILDREN &amp; YOUNG PEOPLE PORTFOLIO</b>	<b>57252</b>	<b>39935</b>	<b>15767</b>	<b>37515</b>	

Report No.  
DCYP11129

London Borough of Bromley

PART 1 - PUBLIC

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Decision Maker: **Children and Young People PDS Committee**

Date: **29 November 2011**

Decision Type: Non-Urgent Executive Non-Key

**TITLE: CHILDREN AND YOUNG PEOPLE FORWARD ROLLING WORK PROGRAMME 2011-12**

Contact Officer: Kevin Gerred, Partnerships and Planning Officer  
Tel: 020 8313 4024 E-mail: kevin.gerred@bromley.gov.uk  
Philippa Stone, Scrutiny Manager  
Tel: 020 8313 4871 E-mail: philippa.stone@bromley.gov.uk

Chief Officer: Gillian Pearson, Director of Children and Young People Services

Ward: Boroughwide

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1. Reason for report

- 1.1 The report provides a Forward Rolling Work Programme for the year ahead, based on items scheduled for decision by the Children and Young People Portfolio Holder and items for consideration by the Children and Young People Policy Development and Scrutiny Committee.
- 1.2 A Rolling Programme of Contracts/Service Level Agreements is also provided for scrutiny by the CYP PDS Committee.
- 

2. **RECOMMENDATION(S)**

2.1 **Members of the CYP PDS Committee are invited to comment on the:**

- (i) **Work Programme at Appendix 1;**
- (ii) **Contracts/Service Level Agreements listed at Appendix 2.**

2.2 **The CYP Portfolio Holder is invited to comment on the Work Programme at Appendix 1 and note its content.**

### Corporate Policy

1. Policy Status: N/A
  2. BBB Priority: Children and Young People
- 

### Financial

1. Cost of proposal: No cost
  2. Ongoing costs: N/A
  3. Budget head/performance centre: No specific budget head
  4. Total current budget for this head: £N/A
  5. Source of funding: Council's Base Budget
- 

### 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: No statutory requirement or Government guidance
  2. Call in: Call-in is applicable
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - CYP PH and CYP PDS Members and Senior CYP Officers
- 

### Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A
2. Summary of Ward Councillors comments: N/A

### 3. COMMENTARY

#### 3.1 Work Programme

- 3.1.1 The Forward Rolling Work Programme at **Appendix 1** provides information on items scheduled for decision by the Children and Young People Portfolio Holder, items for consideration by the Children and Young People Policy Development and Scrutiny Committee and proposed information briefing for Members on which no decision is required.
- 3.1.2 The Work Programme provides a reference on future work and enables it to be amended in the light of future developments and circumstances.
- 3.1.3 The focus of CYP PDS Committee work should be on (i) holding the CYP Portfolio Holder to account, (ii) pre-decision scrutiny and (iii) policy development.

#### 3.2 PDS Reviews

- 3.2.1 A significant part of any PDS work should take place outside of Committee meetings in the form of time-limited Reviews. In agreeing a programme of Reviews, the PDS Committee should take into account Member and Officer capacity to support the work programme of the reviews. No more than a few in-depth reviews are recommended for any one year. It should be noted that given the range and complexity of the CYP Portfolio, there are two standing Executive Member Working Parties which focus on (a) Special Educational Needs and (b) Children's Safeguarding and Corporate Parenting.

#### 3.3 Contracts for CYP PDS Scrutiny

- 3.3.1 The Rolling Contracts Register provides, at each PDS meeting, the following details on all Children and Young People Contracts with a whole life value of £50k or higher:
- Contracts Awarded – subsequent to those reported at the previous PDS Committee;
  - Status of Contracts ending within the next six months;
  - Status of Contracts ending within the next six to twelve months.
- 3.3.2 Details are presented in **Appendix 2**.

<b>Non-Applicable Sections:</b>	Policy, Financial, Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	<ul style="list-style-type: none"><li>• Review of the Operation of Policy Development and Scrutiny Arrangements in Bromley – April 2005</li><li>• Scrutiny Toolkit – April 2006</li><li>• Report 'PDS Working Practices' – 17/5/07 Executive and Resources PDS Committee.</li><li>• Minute 5 – Executive and Resources PDS Committee, 17/05/07</li><li>• Minute 58 - CYP PDS 8/10/08</li><li>• Minute – 16/3/09 Full Council (decision regarding changes to Executive Decision Making arrangements, as a result of which there are no longer scheduled Portfolio Holder meetings).</li></ul>

**FORWARD ROLLING WORK PROGRAMME FOR CYP POLICY DEVELOPMENT & SCRUTINY COMMITTEE AND CYP PORTFOLIO HOLDER**

Special Meeting CYP PH – 17/11/11	
<b>Subject:</b>	
<b>Portfolio Holder Decisions</b>	
(1)	Foster Parents Payments: Authorisation to Consult (KW)
(2)	Short Break Services Statement 2011 (BG)
(3)	Churchfields Primary School – Feasibility of Expansion to 2FE

CYP PDS – 29/11/11	
<b>(The Chairman has requested (1/6/11) that this meeting be exclusively focused on budget issues)</b>	
<b>Subject:</b>	
<b>Holding the Portfolio Holder to Account</b>	
(1)	Questions to the PH from Members of the Public and Members attending the Meeting
<b>Items for Pre-Decision Scrutiny</b>	
(2)	CYP Work Programme 2011/12 (KG)
(3)	Membership of School Governing Bodies (JH)
(4)	CYP Budget Monitoring Report for 2011/12 (DB)
(5)	Capital Monitoring (Martin Reeves)
(6)	Children and Young People Services: Staffing, Business Functions and Funding (GP)
(7)	The Prioxy School Request for Funding to Support Costs in respect of Support Staff Redundancies arising from a School Based Restructuring (WC) (Part 2)
<b>Policy Development and Other Items</b>	
(8)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
<b>Information Items</b>	
(9)	Ofsted Annual Performance Assessment Rating of Bromley's CYP Services, 2011 – Inspection Outcomes (GP/TW)

CYP PDS – 17/1/12	
<b>Subject:</b>	
<b>Holding the Portfolio Holder to Account</b>	
(1)	Questions to the PH from Members of the Public and Members attending the Meeting
(2)	Performance Monitoring: Quarter 2 (AR-C)
<b>Items for Pre-Decision Scrutiny</b>	
(3)	CYP Work Programme 2011/12 (KG)
(4)	Membership of School Governing Bodies (JH)
(5)	An Update on the Recent Government Reform Developments including The Academy Programme (GP)
(6)	CYP Budget Monitoring Report 2011/12 (DB)
(7)	Ofsted Annual Performance Assessment Rating of Bromley's CYP Services, 2011 – Action Plan (GP/TW)
(8)	School Travel Plans (Louise French/MB)
(9)	Impact of Changing Admission Arrangements on Early Years Providers and Reception Classes (MB/NN/MR)
(10)	Instruments of Government (JH)
(11)	Consultation: Draft Children's Strategy for 2012-15 (MW)
(12)	Fostering Strategy Update (KW)
(13)	Consultation on the Dedicated Schools' Grant (DB)
(14)	Draft 2012/13 Budget (DB)
(15)	Foster Parents Payments: Initial Consultation with the CYP PDS Committee (KW)
(16)	Corporate Aligning Policy and Finance Reviews: SEN & Disability and Bromley Children & Family Service (GP)
(17)	DfE Basic Need Funding: Announcements 20/11/11 – Allocation to Bromley (DB)
(18)	Long Term Sickness Scheme for Schools (MR)
(19)	Review of the 2011/12 Budget (DB)
<b>Policy Development and Other Items</b>	
(20)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
<b>Information Items</b>	
To be agreed	

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**CYP PDS – 21/2/12**

<b>Subject:</b>
<b>Holding the Portfolio Holder to Account</b>
(1) Questions to the PH from Members of the Public and Members attending the Meeting (2) Performance Monitoring: Quarter 3 (AR-C)
<b>Items for Pre-Decision Scrutiny</b>
(3) CYP Work Programme 2011/12 (KG) (4) Membership of School Governing Bodies (JH) (5) An Update on the Recent Government Reform Developments including The Academy Programme (GP) (6) CYP Budget Monitoring Report 2011/12 (DB)
(7) Capital Monitoring (Martin Reeves) (8) Foster Parents Payments: Consultation Outcomes (KW) (9) Capital Schemes: Post Completion Reviews (Rob Bollen)
<b>Policy Development and Other Items</b>
(10) CYP Work Programme – Future Items for the CYP PDS Committee (KG)
<b>Information Items</b>
To be agreed

**CYP PDS – 20/3/12**

<b>Subject:</b>
<b>Holding the Portfolio Holder to Account</b>
(1) Questions to the PH from Members of the Public and Members attending the Meeting
<b>Items for Pre-Decision Scrutiny</b>
(2) CYP Work Programme 2011/12 (KG) (3) Membership of School Governing Bodies (JH) (4) An Update on the Recent Government Reform Developments including The Academy Programme (GP) (5) CYP Budget Monitoring Report 2011/12
(6) Standards of Attainment in Bromley Schools (GP) (7) Annual Report of the CYP PDS Committee (TW) (8) Dedicated Schools Grant: Consultation Outcomes (DB) (9) Commissioning Intentions for 2012/13 (LD) (10) Asset Management Planning – CYP Capital Programme (Cliff Jones) (11) Co-ordinated Admissions : Outcomes (DP) (12) Youth Offending Service – Inspection Outcomes and Approval of Action Plan (KW) (13) Scrutiny of the CYP Partnership Board Agenda (MW)
<b>Policy Development and Other Items</b>
(14) CYP Work Programme – Future Items for the CYP PDS Committee (KG)
<b>Information Items</b>
To be agreed

<b>CYP PDS – May/June 2012 (Date to be Decided)</b>	
<b>Subject:</b>	
<b>Holding the Portfolio Holder to Account</b>	
(1)	Questions to the PH from Members of the Public and Members attending the Meeting
(2)	Performance Monitoring: 4th Quarter (AR-C)
<b>Items for Pre-Decision Scrutiny</b>	
(3)	CYP Work Programme 2011/12 (KG)
(4)	Membership of School Governing Bodies (JH)
(5)	An Update on the Recent Government Reform Developments including The Academy Programme (GP)
(6)	CYP Budget Monitoring Report 2011/12
(7)	CYP Portfolio Plan 2011/12: Review of Progress (TW)
<b>Policy Development and Other Items</b>	
(8)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
<b>Information Items</b>	
To be agreed	





**Children and Young People Services**

**Rolling Contract Register and Contract Awards Report for  
Children and Young People Services Policy Development and Scrutiny Committee**

For the PDS Committee meeting on 29 November 2011

**SECTION 1: Contract Awards detailing either new contracts or existing contracts that have been re-let where they were due to expire within the next six months (31 May 2012)**

No.	Details of Service and Award of Contract	Indicative Contract Value	Timescales	Procurement Method
None are applicable				

## SECTION 2:

## Current Status of Contracts Ending Within the Next Six Months (before 31 May 2012)

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
<b>Children's Social Care</b>				
2.1	<p><b>Tutors for Looked After Children</b></p> <p>This service provides one to one tutoring support to Looked After Children. The service is currently provided by <b>Fleet Tutors</b>.</p>	<p>The contract has an annual and whole life value of up to £61,600. However, the actual expenditure on the contract was £42K.</p>	<p>1 December 2010 to 31 November 2011</p>	<p>Authorisation to extend the contract for a period of one year is currently in progress.</p>
2.2	<p><b>Social Care for Children and Families</b></p> <p>This service funds volunteers to support social workers in supporting children and families in crisis.</p> <p>The contract has been awarded, via exemption to <b>Community Service Volunteers</b>.</p>	<p>The contract has an annual value of £38,000 with a whole life value of £76,000.</p>	<p>The contract commenced on 1 April 2011 and is due to expire on 31 March 2012, with the option to extend for one year.</p>	<p>A one year extension is available.</p>
<b>Specialist Support &amp; Disability Service</b>				
2.3	<p><b>Buddying Service for Children and Young People with disabilities.</b></p> <p>Project allowing young people with a disability (aged 14+) with an opportunity to go out in their community with the support of a buddy of their own age, providing short breaks for parents/carers.</p> <p>The service is provided by <b>Bromley Mencap</b>.</p>	<p>Annual value of £32K.</p> <p>Whole life value of £96K.</p>	<p>This contract is a one year contract commencing October 2010, with an option to extend for two years until July 2013.</p>	<p>Approval for an extension of the contract is in progress. The provider is being kept up to date with the status of the contract.</p>

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
2.4	<p><b>Specialist Childminding Network for Families with Disabled Children</b></p> <p>This service enables childminding provision exclusively for disabled children &amp; young people. The service allows parents or carers to either use the service as registered childcare or to use the service as a 'short break' from their caring responsibilities whilst affording their children a safe, secure enjoyable caring experience away from their home. The service provides service co-ordinators who have detailed knowledge of all childminders on the networks and who deliver and facilitate training to ensure the individual needs of very complex children can be met within the childminder's home environment.</p> <p>This contract has been awarded to <b>Bromley Mencap</b>. A one year extension option is available in the contract and this has been applied.</p>	<p>The current contract has a value of £85K per annum.</p> <p>The contract has been extended for ten months (to align to the financial year) with an annual value in 2011/2012 of £70,833.</p> <p>The whole life value of the contract is £155,833.</p>	<p>The current contract commenced in June 2010 and was due to expire on 31 May 2011.</p> <p>The contract has been extended for ten months until 31 March 2012.</p>	<p>Approval for extension of this contract was granted by the Children &amp; Young People Portfolio Holder at the CYP PDS meeting of 15 March 2011.</p> <p>Due to the specialist nature of the contract, an exemption will be sought for delivery from April 2012.</p>
2.5	<p><b>Speech and Language Provision in Schools</b></p> <p>There were eight separate contracts in place with <b>Bromley PCT</b> to provide speech and language provision in schools.</p> <p>The contracts have been extended for one year and amalgamated into a single contract.</p>	<p>There are eight contracts currently in place with a combined value of £227,686.</p> <p>The contracts have been amalgamated into a single contract with a one year extension applied.</p> <p>The whole life value of the contract is £455,372.</p>	<p>The current contracts commenced in April 2010 and were due to expire on 31 March 2011.</p> <p>The contract has been extended for a further twelve months until 31 March 2012.</p>	<p>Approval for extension of this contract was granted by the Children &amp; Young People Portfolio Holder at the CYP PDS meeting of 15 March 2011.</p> <p>A further short term extension is being sought for this contract to allow time for an open and competitive tender for delivery for 2012.</p>

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
2.6	<p><b>Weekend and Holiday Short Breaks for Disabled Children and Young People</b></p> <p>A service providing short breaks at the weekend, at half term holidays (including Christmas) and for the summer holidays. Provision is split between short breaks for young people on the autistic spectrum and/or with learning difficulties; and children with physical disabilities.</p> <p>This contract has been awarded to <b>Riverside School</b>. A one year extension option is available in the contract and this has been applied.</p>	<p>The current contract has a value of £260K per annum.</p> <p>The contract has been extended for eleven months (to align to the financial year) with an annual value in 2011/2012 of £238,405.</p> <p>The whole life value of the contract is £498,405.</p>	<p>The current contract commenced in May 2010 and was due to expire on 30 April 2011.</p> <p>The contract has been extended for eleven months until 31 March 2012.</p>	<p>Approval for extension of this contract was granted by the Children &amp; Young People Portfolio Holder at the CYP PDS meeting of 15 March 2011.</p> <p>Authorisation to award this contract for 2012/2013 to Riverside via exemption is likely to be sought.</p>
<b>Children &amp; Family Centres</b>				
2.7	<p><b>Home Visiting Service to Vulnerable Families</b></p> <p>This service is currently provided by <b>Homestart Bromley</b>.</p>	<p>The contract has an annual value of £45,000 with a whole life value of £225,000.</p>	<p>The current contract commenced in 2009 and was due to expire on 31 March 2011.</p> <p>The contract has been extended for six months until 30 September 2011.</p>	<p>The Children and Families Team is not commissioning this provision and therefore the contract has come to an end.</p>
2.8	<p><b>Social Care for Children and Families</b></p> <p>This service provides social care to children and families, offering counselling and advice.</p> <p>This contract is awarded to <b>Bromley Welcare</b>.</p>	<p>The contract has an annual value and whole life value of £137,500.</p>	<p>The contract commences on 1 October 2011 and runs to 31 March 2012.</p>	<p>Formal approval for award was given at the 14 July 2011 CYP PDS.</p> <p>The Children and Families Team is currently finalising commissioning priorities for 2012/2013, with the expectation that all commissioned services will be subject to open and competitive tender.</p>
2.9	<p><b>Child and Adolescent Mental Health Service (CAMHS)</b></p> <p>The contract has been awarded, via exemption, to <b>Oxleas Trust</b>.</p>	<p>The contract has an annual and whole life value of £389,000.</p>	<p>The contract commenced on 1 April 2011 and is due to expire on 31 March 2012.</p>	<p>Approval to award the contract was given by the Children and Young People Portfolio Holder, via the CYP PDS meeting of 3 May 2011.</p> <p>Due to the specialist nature of the service, it is likely that an exemption will be sought for delivery from April 2012.</p>

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
<b>Learning &amp; Achievement</b>				
2.10	<p><b>Early Years Support</b></p> <p>This service provides support to private, voluntary and independent organisations to improve quality of delivery and to meet statutory Early Years Outcomes Duty Targets.</p> <p>The contract is awarded to the <b>Pre-School Learning Alliance</b>.</p>	<p>The current contract has an annual and whole life value of £55,000.</p>	<p>The contract commences on 1 September 2011 and runs to 31 March 2012.</p>	<p>The contract was awarded via exemption with approval obtained from the Assistant Director of Learning &amp; Achievement, the Director CYP, the Director of Resources and the Finance Director.</p> <p>This contract will be subject to open and competitive tender for delivery from April 2012.</p>
2.11	<p><b>Catering at Education Development Centre</b></p> <p>Catering service for staff and attendee's at the Education Development Centre. This contract is awarded to <b>Principals Catering</b> via an exemption.</p>	<p>The contract has a notional value of £48,000 (zero contribution from the Local Authority with the value of the contract made up of actual income generated through the provision of the service)</p>	<p>1 April 2011 to 31 March 2012.</p>	<p>A one year extension is available.</p>
<b>Integrated Youth Support Service</b>				
2.12	<p><b>Advice and Guidance to Young People</b></p> <p>Statutory service to provide advice and guidance to young people.</p> <p>The service is delivered via a shared delivery agreement with the <b>Royal Borough of Kingston</b>.</p>	<p>The contract has an annual and whole life value of £362K.</p>	<p>The contract commenced on 1 April 2011 and runs to 31 March 2012.</p>	<p>Approval for arrangements for the delivery of this service were subject to scrutiny at CYP PDS and Executive.</p> <p>Future delivery arrangements are dependent upon the continuation of the South London Consortium shared delivery arrangement.</p>

**SECTION 3:**

# Current Status of Contracts Ending Between Six to Twelve Months from the Date of this Report (before 31 October 2012)

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
<b>Learning &amp; Achievement</b>				
3.1	<p><b>'14-16' flexible provision</b></p> <p>Contracts for the academic year 2011/2012 were awarded, via exemption to the following providers:</p> <p><b>Progression Courses</b></p> <ul style="list-style-type: none"> <li>• TLT Academy (£96,390)</li> <li>• Bromley Youth Music Trust (£16,944)</li> <li>• Orpington College (£57,230)</li> <li>• NTS London (£21,000)</li> <li>• Call off contracts (variable value): Accipio; Windermere Vocational Education; Bromley College; Education Development &amp; Assessment; Springboard Bromley; Sway UK.</li> </ul> <p><b>'Options Xtra'</b></p> <ul style="list-style-type: none"> <li>• Bromley College of FE (£565K whole life)</li> <li>• Orpington College (£147K whole life)</li> <li>• Windermere Vocational Education (£102K whole life)</li> </ul>	<p>Progression courses have a forecast value of £409K.</p> <p>'Options Xtra' courses have a whole life value of £84K.</p>	<p>Progression courses run to one year, with contracts running from 1 September 2011 to 31 July 2012.</p> <p>'Options Xtra' contracts run to two years with existing contracts due to expire on 31 July 2012. The existing contracts have been varied to accommodate a new intake of Year 10 pupils.</p>	<p>Formal approval for award was given at the 14 July 2011 CYP PDS.</p>

# Agenda Item 12

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# Agenda Item 13

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Agenda Item 14a

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Agenda Item 15

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