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DATE: 12 March 2012

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)
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 20 MARCH 2012 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**

A G E N D A

PART 1 (PUBLIC AGENDA)

STANDARD ITEMS

1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE 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 14th March 2012 and to respond.

4 YOUTH OFFENDING TEAM: CORE CASE INSPECTION OF YOUTH OFFENDING WORK BY HER MAJESTY'S INSPECTORATE OF PROBATION (Pages 5 - 52)

This item will be considered jointly with the Public Protection and Safety PDS Committee.

5 MINUTES OF THE CYP PDS COMMITTEE MEETING HELD ON 21ST FEBRUARY 2012 AND MATTERS ARISING (Pages 53 - 66)

6 CALL-IN: THE BROMLEY SEED CHALLENGE SCHEME - ALEXANDRA JUNIOR SCHOOL (Pages 67 - 82)

PORTFOLIO HOLDER PRESENTATIONS AND DECISIONS

7 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 14th March 2012 and to respond.

8 PORTFOLIO HOLDER'S UPDATE (Pages 83 - 94)

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

9 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 AN UPDATE ON RECENT GOVERNMENT REFORM DEVELOPMENTS INCLUDING THE ACADEMY PROGRAMME (Pages 95 - 106)

b STANDARDS OF ATTAINMENT IN BROMLEY SCHOOLS 2011 (Pages 107 - 136)

c ANNUAL REPORT OF THE CYP PDS COMMITTEE

To Follow

d THE SCHOOL FUNDING SETTLEMENT FOR 2012/13 - DEDICATED SCHOOLS' GRANT (Pages 137 - 148)

e CYP BUDGET MONITORING REPORT 2011/2012 (Pages 149 - 168)

f ASSET MANAGEMENT PLANNING: SCHOOLS PLANNED MAINTENANCE AND SUITABILITY PROGRAMME 2012-13 (Pages 169 - 182)

g ASSET MANAGEMENT PLANNING - POST COMPLETION REVIEW REPORTS (Pages 183 - 192)

h BASIC NEED PROGRAMME UPDATE REPORT 3 (Pages 193 - 202)

i MEMBERSHIP OF SCHOOL GOVERNING BODIES (Pages 203 - 206)

j REVISED INSTRUMENT OF GOVERNMENT - MARIAN VIAN PRIMARY SCHOOL (Pages 207 - 210)

k CHILDREN AND FAMILY CENTRES: PROPOSALS FOR THE FUTURE USE OF THE CENTRES (Pages 211 - 218)

l ADMISSIONS ARRANGEMENTS 2013-14 (Pages 219 - 244)

m WEEKEND AND HOLIDAY SHORT BREAK PROVISION FOR DISABLED CHILDREN AND YOUNG PEOPLE: GATEWAY REVIEW (Pages 245 - 252)

10 QUESTIONS ON THE CYP PORTFOLIO HOLDER BRIEFING

The briefing comprises:

- CYP Invest to Save Bids - Update
- Permanent Exclusions from Bromley Secondary Schools

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=2012>

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.

POLICY DEVELOPMENT AND OTHER ITEMS

11 DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT INITIATIVE: TACKLING TROUBLED FAMILIES (Pages 253 - 258)

12 SCRUTINY OF THE AGENDA FOR THE MEETING OF BROMLEY CHILDREN AND YOUNG PEOPLE PARTNERSHIP BOARD ON 26TH MARCH 2012

Members are requested to bring their copy of the Children and Young People Trust agenda to the Children and Young People Policy Development and Scrutiny Committee meeting.

13 CHILDREN AND YOUNG PEOPLE FORWARD ROLLING WORK PROGRAMME 2011-12 (Pages 259 - 272)

PART 2 (CLOSED AGENDA)

14 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.

Items of Business

Schedule 12A Description

15 EXEMPT MINUTES OF THE CYP PDS COMMITTEE MEETING HELD ON 21ST FEBRUARY 2012 (Pages 273 - 276)

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

16 CHILDREN AND YOUNG PEOPLE PORTFOLIO - PREVIOUS PART 2 DECISIONS (Pages 277 - 280)

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

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

17 APPOINTMENT OF ASSISTANT DIRECTOR, EDUCATION – UPDATE FROM THE CHIEF EXECUTIVE

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

18 BROMLEY WELCARE

To Follow

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

DATES OF FUTURE CYP PDS COMMITTEE MEETINGS

To be confirmed.

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Report No.
DCYP12032

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children and Young People Portfolio Holder

Date: For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **YOUTH OFFENDING TEAM: CORE CASE INSPECTION OF YOUTH OFFENDING WORK BY HER MAJESTY'S INSPECTORATE OF PROBATION**

Contact Officers: Paul King, Head of Bromley Youth Support Programme
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Chief Officer: Gillian Pearson, Director of Children and Young People Services

Ward: Boroughwide

1. Reason for report

- 1.1 The Youth Offending Team was subject to a full Core Case Inspection by Her Majesty's Inspectorate Probation (HMIP) in November 2011. The HMIP described the findings as 'very creditable' with minimum improvement required to bring casework to a sufficiently high quality in respect of the YOTs Safeguarding and Public Protection practice.
- 1.2 This report summarises the key findings and recommendations arising from the Inspection. The full report and a draft improvement plan addressing the recommendations are included as an appendix to the Report.
-

2. **RECOMMENDATION(S)**

- (i) **The Children and Young People Policy Development and Scrutiny Committee is asked to receive, consider and comment on the outcomes from the Core Case Inspection of the Bromley YOT undertaken in November 2011 together with the draft improvement plan for implementation of recommendations arising from the Inspection.**
- (ii) **The Children and Young People Portfolio Holder is asked to consider the inspection outcomes and approve the draft improvement plan for Bromley Youth Offending Team Service.**

Corporate Policy

1. Policy Status: Existing Policy: Youth Crime Action Plan (2008), Youth Justice Performance Planning Framework, Building a Better Bromley, Community Safety Strategy, Children and Young People's Strategy
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Recurring Cost: YOT Budget
 3. Budget head/performance centre: YOT Budget
 4. Total current budget for this head: The 2011/12 budget for the YOT is £1.052m net of income and contributions, £1.357m gross.
 5. Source of funding: Statutory Partners and Youth Justice Board
-

Staff

1. Number of staff (current and additional): The staffing establishment is 30.3 WTE, including seconded staff.
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Statutory Requirement: Crime and Disorder Act 1998, Youth Justice and Criminal Evidence Act 1999, Criminal Court (Sentencing) Act 2000, Criminal Justice Act 2003, Children Act 1989, 2004, and the Criminal Justice and Immigration Act 2008.
 2. Call-in: Applicable
-

Customer Impact

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

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

3. COMMENTARY

- 3.1 Her Majesty's Inspectorate of Probation is undertaking a programme of Core Case Inspections of all Youth Offending Teams in England and Wales over a three-year period starting in April 2009.
- 3.2 The primary purpose of the inspection is to assess the quality of practice in relation to three general criterion; assessment and sentence planning, delivery and review of interventions and outcomes. Assessment entails close examination of a selected sample of at least 38 cases. These are reviewed by a team of inspectors and assessors who then conduct interviews with YOT staff in charge of these cases, to discuss the case in more depth and to show where to find supporting evidence in the record. As part of the inspection process the HMIP also survey the views of children and young people supervised by the YOT.
- 3.3 The inspection seeks to establish how often each aspect of casework is judged to be done to a sufficiently high standard. Casework is then scored on the basis of the level of improvement required to bring them to that standard. The HMIP apply a four scale improvement framework as follows:

Frequency with which Casework Meets HMIP Standard	Descriptor
75% and over	Minimum improvement required
60-74%	Moderate improvement required
45-59%	Substantial improvement required
44% and below	Drastic improvement required

- 3.4 Bromley's YOT has been awarded the best possible score of **Minimum Improvement required for two out of the three criterion** and **Moderate Improvement (bordering on Minimum) for the third**. Inspectors also made comment that they noted a significant improvement in practice standards and the quality of the service on offer since their 2007 and 2008 inspections (DCYP08038). The report, along with a draft improvement plan responding to recommendations made by the Inspectors, is attached as **Appendices 1 and 2**. Detailed commentary on each of the three inspection criterion can be found in the Report. Performance against each of the three general inspection criterion is summarised below:

Performance against each of the three general inspection criterion:	
CCI Scorecard	Frequency with which Casework Meets HMIP Standard
Section 1: Assessment & Planning	79%
1.1: Risk of Harm to others – assessment and planning	81%
1.2: Likelihood of Reoffending – assessment and planning	78%
1.3: Safeguarding – assessment and planning	79%
Section 2: Interventions	81%
2.1: Protecting the Public by minimising Risk of Harm to others	77%
2.2: Reducing the Likelihood of Reoffending	86%
2.3: Safeguarding the child or young person	80%
Section 3: Outcomes	73%
3.1: Achievement of outcomes	67%
3.2: Sustaining outcomes	90%

3.5 Overall, the Inspector judged these to be a very creditable set of findings. With specific respect to the Safeguarding and Public Protection aspects the Inspector judged that the Safeguarding aspects of the work were done well enough 81% of the time. With the Public Protection aspects, work to keep to a minimum each individual's *Risk of Harm to others* was done well enough 75% of the time, and the work to make each individual less likely to reoffend was done well enough 82% of the time. These figures are shown below in the context of findings from Wales and English regions inspected to date and with those other London Boroughs who have been subject to the same inspection.

	Performance for YOTs in Wales and the English regions that have been inspected to date			Performance for Bromley YOT
	Lowest	Highest	Average	
'Safeguarding' work <i>(action to protect the young person)</i>	37%	91%	68%	81%
'Risk of Harm to others' work <i>(action to protect the public)</i>	36%	85%	63%	75%
'Likelihood of Reoffending' work <i>(individual less likely to reoffend)</i>	43%	87%	71%	82%

	'Safeguarding' work	'Risk of Harm to others' work	'Likelihood of Reoffending' work
National Average	68%	63%	71%
Bromley	81%	75%	82%
Havering	58%	54%	69%
Islington	47%	53%	55%
Merton	53%	46%	62%
Enfield	75%	66%	73%
Hounslow	51%	47%	66%
Tower Hamlets & City of London	64%	49%	71%
Barking & Dagenham	75%	65%	86%
Hillingdon	52%	47%	63%
Kingston	71%	75%	73%
Brent	65%	59%	62%

3.6 The Inspector also noted that since the last inspection in 2008 (DCYP08075), the Youth Offending Team has developed a more experienced, knowledgeable staff group, and has improved systems for assessment, planning and interventions. The team, which had historically dealt with a prevalence of low level offending, has adapted its approach to deal with an increased and increasing incidence of violence-related crime. In this context, while more work was needed to improve some processes linked to managing *Risk of Harm to Others* and to Safeguarding, the Inspection Team found that performance was generally good with a number of examples of notable practice.

3.7 Recommendations for Improvement

The Inspector recommends that changes are made to ensure that, in a higher proportion of cases:

- (i) a good quality assessment and plan, using ASSET (ASSET is the abbreviation for the Youth Justice Board assessment tool), is completed when the case starts;
- (ii) specifically, a good quality assessment of the individual's vulnerability and *Risk of Harm to others* is completed at the start, as appropriate to the specific case;
- (iii) management oversight is effective in ensuring the quality of assessment and plans to manage vulnerability or *Risk of Harm to others*, and ensures that planned actions are delivered;
- (iv) sufficient attention is given to the safety of victims throughout the course of the sentence;
- (v) there is appropriate review of assessments and, as applicable, plans following receipt of important new information, intelligence and reports of harmful behaviour or the commission of new offences;
- (vi) assessments and plans in custodial cases should reflect and, as appropriate to the specific case, address the Likelihood of Reoffending, *Risk of Harm to others* and vulnerability in the community as well as in custody.

3.8 To implement these changes, an Improvement Plan is required by HMI within four weeks of publication. Work is in progress on the production of the Plan. A draft is included as an Appendix 2 to this report.

3.9 The outcomes from this inspection acknowledge the improvements and impact achieved through Bromley's previous Inspection Improvement Plan. This excellent result is attributable to the effectiveness of our cross-portfolio strategy, partnership arrangements and to the leadership of the YOT Manager and the application of the staff team to the task of ongoing service improvement.

3.10 A draft report was forwarded to officers on **19 December 2011** for the usual technical accuracy checks and the final report is to be published on **7 March 2012**.

3.11 Care Quality Commission (CQC) Inspection

Members of the CYP PDS are asked to note that the CQC undertook an inspection of the Bromley PCT contribution to the YOT at the same time as that undertaken by HMIP. The outcome of that inspection (**Appendix 3**) has been advised to the PCT and has been reported to the YOT Executive Board meeting of 19 January 2012. YOT management are working to support their colleagues within the PCT to implement the recommendations of that Inspection.

4. POLICY IMPLICATIONS

4.1 All matters in this report contribute to the priorities identified in Building a Better Bromley Community Strategy: 2020 Vision, the CYP Portfolio Plan for 2011-12, and Bromley's Community Safety Strategy.

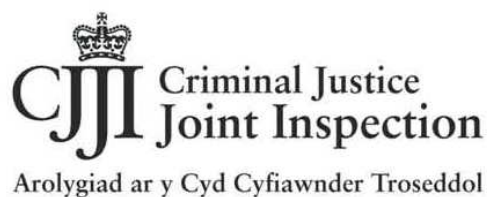
5. LEGAL IMPLICATIONS

- 5.1 The HMI Probation Core Case Inspection Report and Improvement Plan will inform and support the Council in meeting its statutory duty under the Crime and Disorder Act 1998 and Criminal Justice and Immigration Act 2008 on local authorities to ensure the provision of local youth justice services.
- 5.2 The Ministry of Justice Green Paper 'Breaking the Cycle of Offending': Effective Punishment, Rehabilitation and Sentencing of Offenders, sets out the likely direction of Criminal Justice Services for Young People. The consequent legislation will be that Courts, Youth Offending Teams and Children's Services provide robust and comprehensive support to young people within the Youth Justice System. In October 2011, Central Government announced the intention to maintain Youth Offending Teams. A review of Youth Justice National Standards is anticipated in April 2012.

6. PERSONNEL IMPLICATIONS

- 6.1 A structural reorganisation of the YOT will be complete with effect from 1 April 2012. This will enable the YOT to maintain its service improvement and to have the flexibility to respond to future changes in policy and Central Government grant support.

Non-Applicable Sections:	Financial Implications
Background Documents: (Access via Contact Officer)	DCYP08038 - Youth Offending Team (YOT): Re-Inspection Outcome by Her Majesty's Inspectorate (HMI) Probation DCYP08075 - Youth Offending Team Re-inspection – Action Plan



Core Case Inspection of youth offending work in England and Wales

Report on youth offending
work in:

Bromley

ISBN: 978-1-84099-504-6

2012

Foreword

This Core Case Inspection of youth offending work in Bromley took place as part of the Inspection of Youth Offending programme. We have examined a representative sample of youth offending cases from the area, and have judged how often the Public Protection and the Safeguarding aspects of the work were done to a sufficiently high level of quality.

We judged that the Safeguarding aspects of the work were done well enough 81% of the time. With the Public Protection aspects, work to keep to a minimum each individual's *Risk of Harm to others* was done well enough 75% of the time, and the work to make each individual less likely to reoffend was done well enough 82% of the time. A more detailed analysis of our findings is provided in the main body of this report, and summarised in a table in Appendix 1. These figures can be viewed in the context of our findings from Wales and the regions of England inspected so far – see the Table below.

Since our last inspection in 2008 the Youth Offending Team had restructured, and had a more experienced, knowledgeable staff group, and improved systems for assessment, planning and interventions. The team, which had historically dealt with a prevalence of low level offending, had adapted its approach to deal with a higher incidence of violence-related crime. In this context, while more work was needed to improve processes linked to managing *Risk of Harm to others* and Safeguarding, we found that performance was generally good with a number of examples of notable practice.

Overall, we consider this a very creditable set of findings.

Liz Calderbank

HM Chief Inspector of Probation
March 2012

	Scores from Wales and the English regions that have been inspected to date			Scores for Bromley
	Lowest	Highest	Average	
'Safeguarding' work (action to protect the young person)	37%	91%	68%	81%
'Risk of Harm to others' work (action to protect the public)	36%	85%	63%	75%
'Likelihood of Reoffending' work (individual less likely to reoffend)	43%	87%	71%	82%

Acknowledgements

We would like to thank all the staff from the Youth Offending Team, members of the Management Board and partner organisations for their assistance in ensuring the smooth running of this inspection.

Lead Inspector

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Scoring and Summary Table

This report provides percentage scores for each of the 'practice criteria' essentially indicating how often each aspect of work met the level of quality we were looking for. In these inspections we focus principally on the *Public Protection* and *Safeguarding* aspects of the work in each case sample. Accordingly, we are able to provide a score that represents how often the *Public Protection* and *Safeguarding* aspects of the cases we assessed met the level of quality we were looking for, which we summarise here¹. We also provide a headline 'Comment' by each score, to indicate whether we consider that this aspect of work now requires either **MINIMUM, MODERATE, SUBSTANTIAL** or **DRASTIC** improvement in the immediate future.

Safeguarding score:	
This score indicates the percentage of <i>Safeguarding</i> work that we judged to have met a sufficiently high level of quality. This score is significant in helping us to decide whether an early further inspection is needed.	
Score: 81%	Comment: Minimum improvement required

Public Protection – Risk of Harm score:	
This score indicates the percentage of <i>Risk of Harm</i> work that we judged to have met a sufficiently high level of quality. This score is significant in helping us to decide whether an early further inspection is needed.	
Score: 75%	Comment: Minimum improvement required

Public Protection - Likelihood of Reoffending score:	
This score indicates the percentage of <i>Likelihood of Reoffending</i> work that we judged to have met a sufficiently high level of quality.	
Score: 82%	Comment: Minimum improvement required

We advise readers of reports not to attempt close comparisons of scores between individual areas. Such comparisons are not necessarily valid as the sizes of samples vary slightly, as does the profile of cases included in each area's sample. We believe the scoring is best seen as a headline summary of what we have found in an individual area, and providing a focus for future improvement work within that area. Overall our inspection findings provide the 'best available' means of measuring, for example, how often each individual's *Risk of Harm to others* is being kept to a minimum. It is never possible to eliminate completely *Risk of Harm* to the public, and a catastrophic event can happen anywhere at any time – nevertheless a 'high' *RoH* score in one inspected location indicates that it is less likely to happen there than in a location where there has been a 'low' *RoH* inspection score. In particular, a high *RoH* score indicates that usually practitioners are 'doing all they reasonably can' to minimise such risks to the public, in our judgement, even though there can never be a guarantee of success in every single case.

¹ An explanation of how the scores are calculated can be found in Appendix 5

Recommendations for improvement

(primary responsibility is indicated in brackets)

Changes are necessary to ensure that, in a higher proportion of cases:

- (1) a good quality assessment and plan, using Asset, is completed when the case starts (YOT Manager)
- (2) specifically, a good quality assessment of the individual's vulnerability and *Risk of Harm to others* is completed at the start, as appropriate to the specific case (YOT Manager)
- (3) management oversight is effective in ensuring the quality of assessment and plans to manage vulnerability or *Risk of Harm to others*, and ensures that planned actions are delivered (YOT Manager)
- (4) sufficient attention is given to the safety of victims throughout the course of the sentence (YOT Manager)
- (5) there is appropriate review of assessments and, as applicable, plans following receipt of important new information, intelligence and reports of harmful behaviour or the commission of new offences (YOT Manager)
- (6) assessments and plans in custodial cases should reflect and, as appropriate to the specific case, address the Likelihood of Reoffending, *Risk of Harm to others* and vulnerability in the community as well as in custody (YOT Manager).

Next steps

An improvement plan addressing the recommendations should be submitted to HM Inspectorate of Probation four weeks after the publication of this inspection report. Once finalised, the plan will be forwarded to the Youth Justice Board to monitor its implementation.

Making a difference

Here are some examples of Bromley YOT work that impressed us.

Assessment and Sentence Planning

General Criterion: 1.2

Eddy's case manager ensured she considered his individual needs when organising the reparation requirement on his order. Eddy was a young person with challenging behaviour and a negative attitude towards people in authority. He had a statement of special educational needs, and was unable to concentrate for long. The case manager found a short, practical first aid course, which would keep Eddy interested and limit the need for reading and writing. Eddy was able to engage with the course and responded well to the method of delivery. His completion certificate was his first formal acknowledgement of achievement. This increased his self-esteem and his confidence to engage positively with those supervising his order, ultimately promoting his ability to successfully complete his sentence.

Delivery and Review of Interventions

General Criterion: 2.3

Chris was a former gang member who, as a result of distancing himself from this lifestyle, was vulnerable to attack from current members. Consulting regularly with relevant specialists and agencies, his ISS worker and case manager worked effectively to protect Chris. They continuously risk assessed his ISS activities, changing arrangements to address risks as they arose. They liaised closely with Chris' college about risks presented through his attendance there, and ensured Chris' visits to the YOT were carefully coordinated to avoid other children and young people linked to his former gang affiliation. The threat also extended to Chris' family. The YOT workers helped find alternative accommodation and made a referral to children's social care services to assess the risks posed to Chris' sibling. This consistent level of support helped to ensure Chris was able and felt safe enough to continue to comply with his order.

Outcomes

General Criterion: 3.1

Having suffered two bereavements fairly recently, Adrian was a vulnerable young offender. He had not complied well with previous orders and had not engaged effectively with ETE. After a good start on this order, his compliance dipped. His ISS worker and case manager worked together effectively. They felt enforcement action would not help improve Adrian's engagement and, having consulted a range of relevant agencies, deferred breach proceedings. They continued to actively encourage Adrian's compliance and referred him to the YOT Clinical Nurse Specialist for support with his bereavement. As a result, Adrian's compliance improved and he went on to secure full-time work, lessening his propensity to offend.

All names have been altered.

Service users' perspective

Children and young people

Ten children and young people completed a questionnaire for the inspection.

- ◆ All the children and young people who responded to the survey knew why they had to attend the YOT and felt that the YOT worker had made it very, or quite, easy to understand how he/she could help them. One respondent added that the YOT worker: *"...explained other ways to think, eg thinking about the future instead of the past and helped me realise there[']s] alot more to life [and] it[']s] never too late to change [your] life around"*.
- ◆ All recalled being told by the YOT what would happen when they visited, and felt the YOT staff completely, or mostly, listened to what they said.
- ◆ Nine (90%) felt that the YOT team was completely, or mostly, interested in helping them and took action to deal with things they needed help with.
- ◆ Eight respondents (80%) remembered completing a *What do YOU think?* self-assessment form.
- ◆ Eight children or young people knew what a supervision or sentence plan was, recalled a YOT worker discussing their plan with them and reported that they had been given a copy. Only half (five) said their plan or referral order contract had been reviewed.
- ◆ One respondent stated that there had been something in their life that had made them feel afraid during the period of contact with the YOT but that the YOT had helped a lot with this issue.
- ◆ The majority of respondents said the YOT had helped them with their education, training or getting a job. Seven (70%), stated that they had been helped to understand their offending, while half felt the YOT had helped them make better decisions. Four felt the YOT had assisted them in issues around family/relationships and/or drug misuse. One child or young person explained: *"My organisational skills have improved as [I] have kept on point with my [appointments] and also had help at home with family life"*.
- ◆ Eight reported that their lives had improved since seeing the YOT; seven stated things were better with their education or work prospects; and four felt their health had improved. All respondents thought they were less likely to offend.
- ◆ On a scale of zero to ten (ten being completely satisfied), nine respondents (90%) reported satisfaction levels with the YOT of seven or over.

Victims

Three questionnaires were completed by victims of offending by children and young people.

- ◆ All three respondents reported that the YOT explained what service they could offer.
- ◆ One respondent said they were totally satisfied, and another somewhat satisfied, with the service offered by the YOT.
- ◆ Two of the three respondents felt they had not had the opportunity to talk about their worries relating to the offence or the person who had committed the offence, and the same number stated that the YOT had not paid attention to their safety in regards, for example, to the child or young person who had committed the offence against them.
- ◆ Only one felt his or her individual needs had been taken into account and none felt they had benefited from any work done by the child or young person who committed the offence.

1. ASSESSMENT AND SENTENCE PLANNING

OVERALL SCORE: 79%

1.1 Risk of Harm to others (RoH):

General Criterion:

The assessment of RoH is comprehensive, accurate and timely, takes victims' issues into account and uses Asset and other relevant assessment tools. Plans are in place to manage RoH.

Score:

81%

Comment:

MINIMUM improvement required

Strengths:

- (1) An Asset RoSH screening was completed in nearly all cases inspected, 95% of which were completed on time. We agreed with the *RoH* classification in 83% of the sample.
- (2) A full RoSH analysis was completed for 96% of appropriate cases and 93% were on time.
- (3) In most instances (81%), the *RoH* assessment drew adequately on all appropriate information available, including from other agencies and from victims.
- (4) An RMP was completed in 96% of relevant cases and in a timely fashion 91% of the time.
- (5) There was evidence in four of the five cases, for which there was no need to have an RMP, that the need to plan for *RoH* issues was recognised and acted upon.
- (6) Details of *RoH* assessment and management were appropriately communicated to all relevant staff and agencies in 21 out of 25 applicable cases. There were, for example, cases in which the YOT had worked closely with education providers to share information around *RoH*, and manage or reduce the potential for future harm.

Areas for improvement:

- (1) The RoSH assessment was of insufficient quality in 36% of cases. In half of these, the risk to victims was not fully considered.

- (2) Of the 23 cases for which we would have expected to have seen an RMP, nine (39%) had not been completed to sufficient quality. In most of these (seven), the planned response to identified *RoH* was unclear or inadequate and in four, it was not made clear who was going to undertake tasks identified. Some RMPs were more a narrative about the case than a plan.
- (3) In almost half the cases (48%) management oversight of the RMP had not been effective.
- (4) Effective management oversight of the *RoH* assessment was evident in 55% of cases.

1.2 Likelihood of Reoffending:

General Criterion:

The assessment of the LoR is comprehensive, accurate and timely and uses Asset and other relevant assessment tools. Plans are in place to reduce LoR.

Score:

78%

Comment:

MINIMUM improvement required

Strengths:

- (1) An initial assessment of LoR was completed in all cases, and on time in 97% of cases.
- (2) There was active engagement to carry out the initial assessment with the child or young person, and their parents/carers in 92% and 86% of cases, respectively. In many of the instances where parents/carers had not been actively engaged, case managers had consciously and reasonably made the decision not to do so.
- (3) The case manager had assessed the learning style of the child or young person in almost three-quarters of cases. A *What do YOU think?* questionnaire had also informed 84% of assessments.
- (4) There was evidence that contact with or previous assessments from other agencies had informed the assessment of LoR in a large number of relevant cases.
- (5) The initial assessment was reviewed at appropriate intervals in 33 of the 38 cases (87%) inspected.
- (6) Every case had a custodial sentence plan, a community intervention plan or a referral order contract as appropriate. Custodial plans were all completed on time as were 95% of community intervention plans and referral order contracts. 90% of plans were appropriately reviewed in custody, and 86% in the community.

- (7) YOT workers were always actively and meaningfully involved throughout the custodial planning process.
- (8) All community intervention plans and referral order contracts focused on achievable change and the majority set relevant goals (78%) within realistic timescales (84%). We saw several examples where case managers worked thoughtfully and imaginatively to ensure intervention plans were personalised to maximise the potential for the children and young people to engage with the work being proposed.
- (9) Community plans and contracts addressed the following issues in the majority of appropriate cases: ETE (88%); lifestyle (77%); substance misuse (85%); physical health (100%); emotional/mental health (84%); thinking and behaviour (100%); and attitudes to offending (91%). They took account of identified diversity needs in 79% of relevant cases.
- (10) A range of relevant agencies, such as children's social care services (91% of relevant cases); education and training providers (91%); physical health services (100%); emotional/mental health services (83%); and accommodation services (89%) were actively and meaningfully involved in the planning process throughout the sentence.

Areas for improvement:

- (1) In 15 cases inspected (39%), the LoR assessment was not of sufficient quality. Two-thirds of these (ten) contained unclear and/or insufficient evidence and seven failed to identify offending-related vulnerability issues.
- (2) Only 50% of cases requiring a custodial sentence plan sufficiently addressed factors linked to offending behaviour. 25% addressed issues involving living arrangements, while 33% addressed lifestyle and another 33%, emotional/mental health. Of the five cases where diversity needs were identified, two were addressed.
- (3) Less than one-third of the objectives within the custodial sentence plans took account of Safeguarding work (29%) or victims' issues (25%). A similar proportion prioritised objectives according to *RoH* (40%), sequenced them according to offending-related need (40%) and/or were sensitive to diversity issues (43%). We found in a small number of custodial cases that sentence plans were drafted by the secure establishment rather than being guided by the YOT or information contained in the RMP or VMP. Interventions were often driven by the limited range of custodial programmes available, over which the YOT had no control.
- (4) Family and personal relationships were addressed in a child or young person's community intervention plan/referral order contract in 48% of relevant cases. There was scope, in a number of cases, to improve the relationship between the children and young people and their parents/carers in order to reduce their LoR, which was not exploited. We found a number of cases involving children and young people who were in contact, or initiating contact, with family members and/or partners, about whom the case manager knew nothing or very little. In these instances, the case manager had failed to take steps to find out enough about these relationships and their impact on the child or young person.

1.3 Safeguarding:

General Criterion:

The assessment of Safeguarding needs is comprehensive, accurate and timely and uses Asset and other relevant assessment tools. Plans are in place to manage Safeguarding and reduce vulnerability.

Score:

79%

Comment:

MINIMUM improvement required

Strengths:

- (1) An Asset vulnerability screening was completed in 37 out of 38 cases (97%) inspected. It was completed on time in 95%, and to a sufficient quality in 75% of cases. Safeguarding needs were reviewed as appropriate in 82% of cases in our sample.
- (2) A VMP was completed in 22 cases (92% of appropriate cases) and each was completed in a timely fashion.
- (3) The secure establishment was made aware of vulnerability issues prior to, or at the point of, sentence in eight out of the relevant nine cases (89%).
- (4) There were copies of documents, such as care, pathway or protection plans on file in 95% of relevant cases.
- (5) In 17 of the relevant 20 cases (85%), there was evidence a contribution was being made (eg, through the CAF) to other assessments and plans, to safeguard the child or young person.

Areas for improvement:

- (1) Nine (38%) of the twenty-four cases meriting a VMP had not been completed to a sufficient quality. In over half of these the planned responses set out in the documents were inadequate or unclear. The VMP did not contribute to and inform interventions in 27%, and/or other plans in 36%, of cases inspected.
- (2) In relevant cases, management oversight of vulnerability assessments was effective in only 56% of cases.

COMMENTARY on Assessment and Sentence Planning as a whole:

Bromley YOT had seen a rise in the complexity of cases it managed. 42% of the cases we assessed involved violent offending. Positive steps had been taken to develop the knowledge and skills of the YOT team to effectively manage this change. The YOT had also introduced a number of improvements to *RoH* and Safeguarding procedures and practices, many of which had been implemented successfully. Nevertheless, we found a small number of cases where the assessment and planning of *RoH* and vulnerability were poor.

In some instances, managers had countersigned assessments and plans without having sufficiently analysed the link between the Asset RoSH analysis and RMP, or vulnerability screening and VMP, in order to ensure measures in these plans were appropriate and adequate. We saw cases where there were serious omissions in the RoSH analysis and RMP, pertaining to, for instance, previous behaviour, including issues relating to domestic violence, and sexual assault. In some cases, the vulnerability screening was limited to recording 'no evidence of concern' when there was evidence to suggest otherwise. For example, where a child or young person had attempted suicide and/or self-harmed in the past, or was, or had been, vulnerable to a range of threats with the potential to impact on their offending behaviour. Some case managers tended to be overly cautious when assessing *RoH* posed by children and young people, recording *RoH* as 'medium' rather than the correct 'low'. As a result, we saw RMPs which were drafted unnecessarily. As such, it was difficult to identify measures to control *RoH* and Safeguarding and the RMPs became, essentially, intervention plans.

2. DELIVERY AND REVIEW OF INTERVENTIONS

OVERALL SCORE: 81%

2.1 Protecting the public by minimising Risk of Harm to others (RoH):

General Criterion:

All reasonable actions have been taken to protect the public by keeping to a minimum the child or young person's RoH.

Score:

77%

Comment:

MINIMUM improvement required

Strengths:

- (1) *RoH* was reviewed thoroughly in line with the required timescales in the majority of cases inspected (82%).
- (2) Changes in *RoH* or other acute factors were identified swiftly in 13 out of the relevant 16 cases where changes occurred (81%).
- (3) Appropriate resources were allocated according to the *RoH* throughout the sentence in 87% of relevant cases, with specific interventions to manage *RoH* during the custodial phase being delivered as planned in 89% of relevant cases and in the community in 87% of relevant cases.
- (4) Case managers and other relevant staff contributed effectively to multi-agency meetings in the community in every case, and in custody in 78% of cases. They made purposeful home visits during the sentence in 86% of cases which merited these.
- (5) We found there was effective management oversight of *RoH* in custody in nine of the ten custodial cases in our sample.

Areas for improvement:

- (1) There was a significant change that could give rise to concern in 20 of the cases inspected. *RoH* had not been reviewed thoroughly in nine (45%) of these. In most instances (seven) there was no review of *RoH* at all after the significant change.
- (2) High priority was given to victim safety throughout the sentence in only 15 of the 23 cases (65%) where victim safety issues were identified. In two cases,

for instance, there were no measures to protect the victim of an offence from re-victimisation despite the fact that both parties attended the same educational institution.

- (3) Specific interventions to manage *RoH* during the custodial phase were reviewed following significant change in only one of the three cases where it was necessary to do so.
- (4) There was effective management oversight of *RoH* in the community during the delivery of the order in only 54% of relevant cases (14 of the 26 cases presenting *RoH* issues).

2.2 Reducing the Likelihood of Reoffending:

General Criterion:

The case manager coordinates and facilitates the structured delivery of all elements of the intervention plan.

Score:

86%

Comment:

MINIMUM improvement required

Strengths:

- (1) Interventions, delivered by the YOT and external agencies in the community were of good quality and designed to reduce the LoR in 80% of the cases inspected. They were implemented in line with the intervention plan in 78% of cases and sequenced appropriately in 71%.
- (2) In most instances, interventions delivered in the community took into account the individual needs of the child or young person: 89% took account of learning style and 83% diversity considerations.
- (3) The YOT staff were appropriately involved in the review of interventions in custody in nine of the ten relevant cases.
- (4) Appropriate resources were allocated according to the LoR throughout the sentence in 95% of cases inspected, with the Scaled Approach intervention level set correctly in all but one case.
- (5) The YOT worker had actively motivated and supported the child or young person and reinforced positive behaviour in 90% of custody cases and 97% of community cases. We were pleased to see that in the majority of instances, case managers kept in regular touch with the child or young person throughout the custodial phase of their sentence.
- (6) The YOT worker had actively engaged parents/carers, where appropriate, in 89% of custody cases and 91% of community cases in our sample.

Area for improvement:

- (1) At least one requirement of the sentence had not been implemented in 7 of the 20 cases (35%) where it should have been.

2.3 Safeguarding the child or young person:	
General Criterion: <i>All reasonable actions have been taken to safeguard and reduce the vulnerability of the child or young person.</i>	
Score: 80%	Comment: MINIMUM improvement required

Strengths:

- (1) All necessary immediate action was taken to safeguard and protect the child or young person in seven of the eight relevant cases in the community, and in two of the three cases in which it was necessary during the custodial phase of the sentence. Where another child or young person was affected, immediate action was taken in every case.
- (2) In the three relevant cases, all necessary referrals were made to other agencies to ensure Safeguarding during the custodial phase. Referrals were made in 16 out of the 17 cases (94%), which necessitated this, in the community.
- (3) There was effective inter-agency working between the YOT and most of the other relevant agencies, for instance ETE, and physical and emotional/mental health services, to promote the Safeguarding and well-being of the child or young person in the community and in custody, and to ensure the continuity of service provision in the transition from custody to community.
- (4) Specific interventions to promote Safeguarding in the community were identified in 23 of the relevant 26 cases, were incorporated into VMPs in 15 out of 21 cases and delivered in 21 of 27.
- (5) Specific interventions to promote Safeguarding in custody were identified in seven of the relevant eight cases, incorporated into VMPs in two out of three cases, and delivered in four of five.

Areas for improvement:

- (1) The YOT did not always work effectively with the police to promote the Safeguarding and well-being of a child or young person. (This finding related to 7 of the 16 relevant community cases inspected and in one of two custody cases). Case managers did not always exploit, fully, their relationship with the police in order to share and assess new information, or to limit or address its impact on a case.
- (2) Work with substance misuse services to ensure the continuity of service provision, in the transition from custody to community was inconsistent and happened in only two of the five cases for which it was appropriate.
- (3) Specific interventions to promote Safeguarding in the community were reviewed every three months or following significant change in 13 of the 20 relevant cases (65%).
- (4) Specific interventions to promote Safeguarding in custody were reviewed every three months or following significant change in three of the five (60%) relevant cases.
- (5) There was a need for effective management oversight of Safeguarding and vulnerability in 27 of the cases inspected, but evidence that this happened in only 17 (63%) of these.

COMMENTARY on Delivery and Review of Interventions as a whole:

YOT staff had access to a range of specialists internally, and children and young people managed in the community were referred to services that met their individual needs and interests. Referrals to external programmes were less successful with some cancelled, either prior to the child or young person starting them or mid course, due to lack of funding² or low attendance. This was a concern as it lowered the motivation levels of the children and young people and led to delays in the implementation of other planned interventions, reducing their chances of successfully completing their orders.

The Bromley Risk Panel had been introduced to discuss *RoH* issues relating to children and young people managed by the YOT and to draft RMPs to manage these risks. The panel was used thoughtfully and positively in a number of cases in order to help the YOT manage *RoH* and Safeguarding concerns as they emerged. However, it was yet to become fully effective; relevant cases were not being consistently referred to the panel, and steps not always taken to ensure that actions agreed were incorporated into RMPs and VMPs. In a number of cases, YOT workers were aware of changes in the circumstances of children and young people and had systems in place to address these, but had not updated the Asset assessment, RMP and/or VMP. In other instances, information about heightened *RoH* and Safeguarding was made available to case managers, who neither analysed

² NB: The YOT has little influence or control over the funding of external programmes of support.

nor addressed these effectively. Reviewed documents were countersigned by managers but, in several cases, there was evidence that their content was not effectively analysed and discussed with relevant case workers.

To its credit, Bromley YOT was undertaking an internal review of its risk panel at the time of the inspection.

3. OUTCOMES

OVERALL SCORE: 73%

Our inspections include findings about initial outcomes, as set out in this section. In principle, this is the key section that specifies what supervision is achieving, but in practice this is by necessity just a snapshot of what has been achieved in only the first 6-9 months of supervision, and for which the evidence is sometimes only provisional.

3.1 Achievement of outcomes:	
General Criterion: <i>Outcomes are achieved in relation to RoH, LoR and Safeguarding.</i>	
Score: 67%	Comment: MODERATE improvement required

Strengths:

- (1) Reporting instructions given were sufficient for the purpose of carrying out the sentence of the court in 97% of the cases we assessed.
- (2) In the 16 cases where the child or young person did not comply with their sentence, the YOT took sufficient action in 14 (88%).

Areas for improvement:

- (1) There was evidence that the *Risk of Harm* to victims was effectively managed in fewer than half of the cases where the victim or potential victim was identifiable.
- (2) All reasonable action was taken to keep the *RoH* posed by children and young people to a minimum in only 59% of relevant cases. The main reason for this was insufficient planning.
- (3) Nearly two-thirds of cases showed no reduction in the factors related to offending. Neighbourhood, substance misuse and physical health being the areas showing least improvement. In nearly one-third of cases inspected there was insufficient progress on the most important factors linked to the offending.

- (4) In 20 out of the 29 cases where a risk factor linked to the child or young person's Safeguarding was identified, there had been no reduction in those risk factors.
- (5) We considered that all reasonable action had been taken to keep the child or young person safe in only 20 out of 29 relevant cases.

3.2 Sustaining outcomes:	
General Criterion: <i>Outcomes are sustained in relation to RoH, LoR and Safeguarding.</i>	
Score: 90%	Comment: MINIMUM improvement required

Strengths:

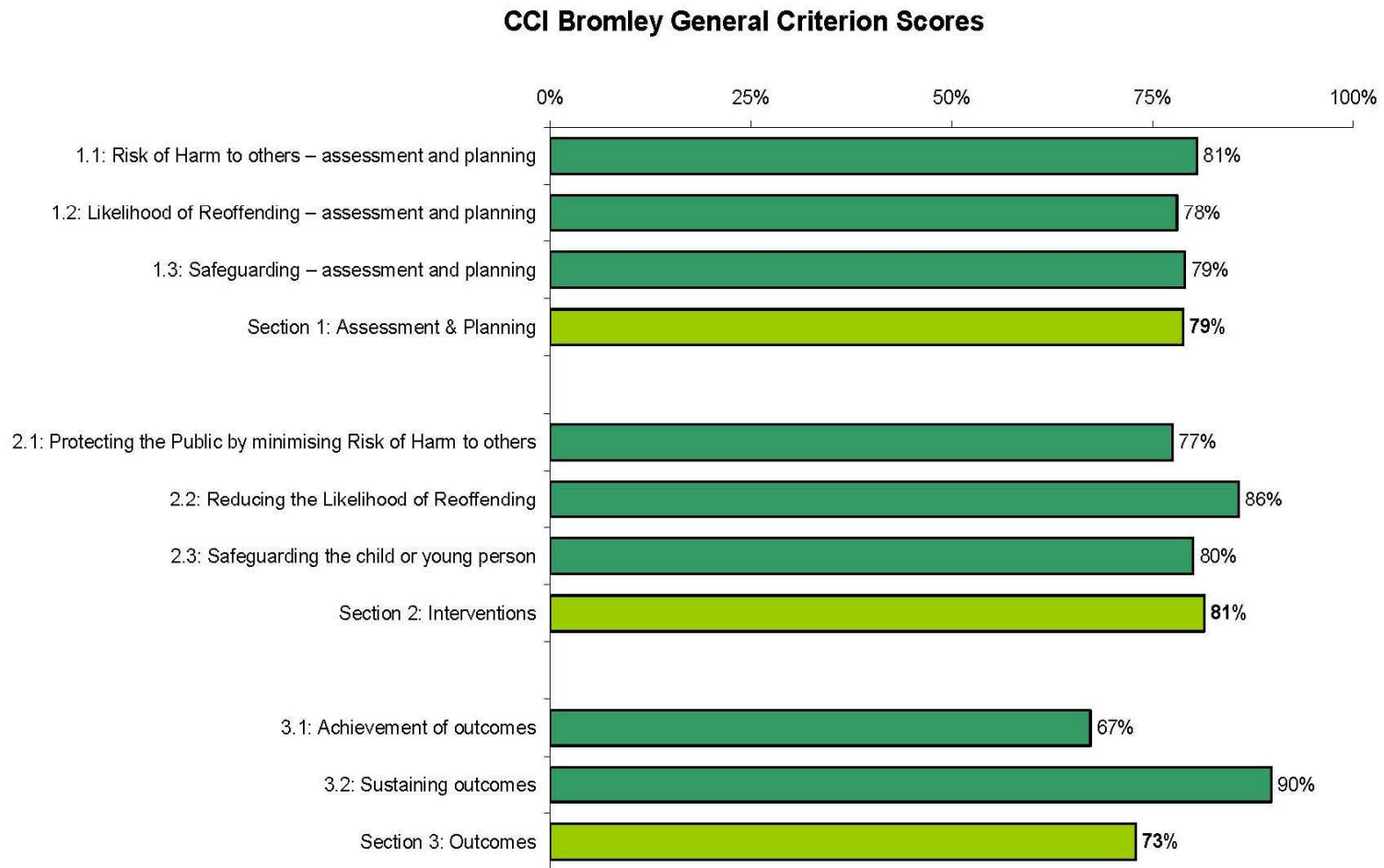
- (1) Full attention was given to community integration issues in nearly all cases; in all instances during the custodial phase of a sentence and 92% of the time in the community.
- (2) Action was taken, or there were plans in place, to ensure that positive outcomes were sustainable in every case during the custodial phase and in 81% of cases in the community.

COMMENTARY on Outcomes as a whole:

The YOT staff were committed to improving outcomes for children and young people. Building on the constructive relationships the children and young people had forged with the YOT and, for example, ETE or substance misuse services, case managers encouraged the children and young people to sustain these connections after their orders finished.

It is worthy of note that there was a greater reduction in the frequency and/or seriousness of offending in the children and young people and children and young people managed by Bromley YOT than the average of YOTS in regions inspected to date.

Appendix 1: Scoring summary



Appendix 2: Contextual information

Area

Bromley YOT was located in London in the South East of the capital.

The area had a population of 312,400 as measured in the ONS Mid Year Estimates 2010. 9.7% of the population were aged 10 to 17 years old (Census 2001). This was lower than the average for England/Wales, which was 10.4%.

The population of Bromley was predominantly white British (85%) (Resident Population Estimates by Ethnic Group 2009). The population with a black and minority ethnic heritage (15%) was above the average for England/Wales of 12%.

Reported offences for which children and young people aged 10 to 17 years old received a pre-court disposal or a court disposal in 2009/2010, at 27 per 1,000, were better than the average for England/Wales of 38.

YOT

The YOT boundaries were within those of the Metropolitan Police area. The London Probation Trust and the Bromley Primary Care Trust (now NHS Bromley) covered the area.

The YOT was located within the Children and Young People Services Directorate of Bromley Borough Council. It was managed by the Assistant Director, Safeguarding and Social Care department.

The operational work of the YOT was based at the Bromley YOT headquarters, in Bromley town, to the North East of the borough. ISS was provided by NACRO.

Youth Justice Outcome Indicators 2011/2012 onwards

The national youth justice indicators for England have been replaced by three outcome indicators. These indicators will also be used in Wales.

1. The reoffending measure is a count of the number of 10 to 17 year olds who reoffend within 12 months of their conviction.

2. The first time entrants measure counts the number of young people given their first pre-court or court disposal and thus entering the youth justice system within each year.

3. The use of custody for young people aged 10 to 17 years.

For further information about current data, the YJB and the performance management of YOTs, please refer to (YJB website details)

<http://www.yjb.gov.uk/en-gb/practitioners/Monitoringperformance/>

Appendix 3: Inspection Arrangements

Fieldwork for this inspection was undertaken in November 2011 and involved the examination of 38 cases.

Model

The Core Case Inspection (CCI) involves visits to all 158 Youth Offending Teams in England and Wales over a three year period from April 2009. Its primary purpose is to assess the quality of work with children and young people who offend, against HMI Probation's published criteria, in relation to assessment and planning, interventions and outcomes. We look at work over the whole of the sentence, covering both community and custody elements.

Methodology

The focus of our inspection is the quality of work undertaken with children & young people who offend, whoever is delivering it. We look at a representative sample of between 38 and 99 individual cases up to 12 months old, some current others terminated. These are made up of first tier cases (referral orders, action plan and reparation orders), youth rehabilitation orders (mainly those with supervision requirements), detention and training orders and other custodial sentences. The sample seeks to reflect the make up of the whole caseload and will include a number of those who are a high *Risk of Harm to others*, young women and black & minority ethnic children & young people. Cases are assessed by a small team of inspection staff with Local Assessors (peer assessors from another Youth Offending Team in the region). They conduct interviews with case managers who are invited to discuss the work with that individual in depth and are asked to explain their thinking and to show where to find supporting evidence in the record. These case assessments are the primary source of evidence for the CCI.

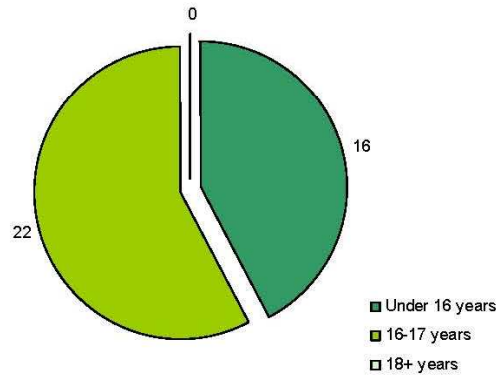
Prior to the inspection we receive copies of relevant local documents and a brief report from the Youth Justice Board. We also gather the views of service users (children & young people and victims) by means of computer and paper questionnaires.

Publication arrangements

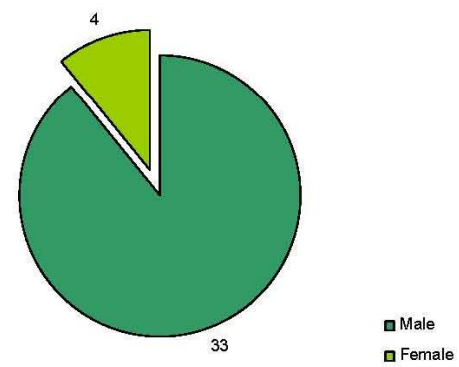
- Provisional findings are given to the YOT two weeks after the inspection visit takes place.
- A draft report is sent to the YOT for comment 4-6 weeks after the inspection, with publication following approximately 6 weeks later. In addition to a copy going to the relevant Ministers, other inspectorates, the MoJ Policy Group and the Youth Justice Board receive a copy. Copies are made available to the press and placed on our website.
- Reports on CCI in Wales are published in both Welsh and English.

Appendix 4: Characteristics of cases inspected

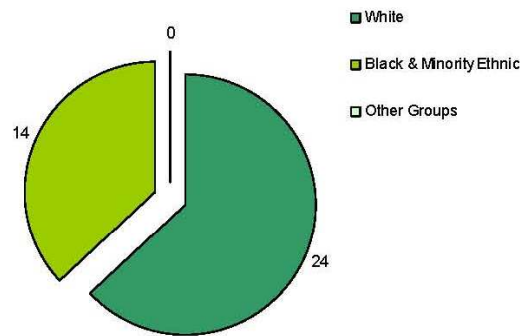
Case Sample: Age at start of Sentence



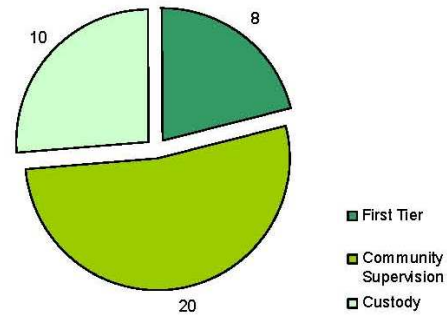
Case Sample: Gender



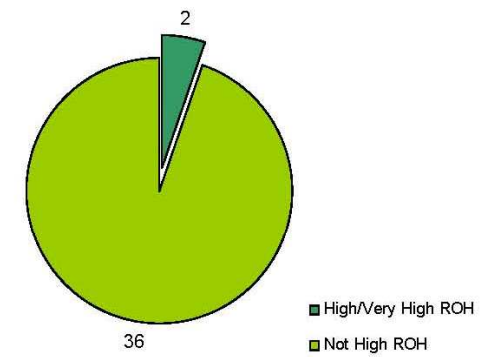
Case Sample: Ethnicity



Case Sample: Sentence Type



Case Sample: Risk of Harm



Appendix 5: Scoring approach

This describes the methodology for assigning scores to each of the general criteria and to the *RoH*, *LoR* and Safeguarding headline scores.

A typical case consists of elements of work that were done well enough and others where there is room for improvement. Therefore, the question "what proportion of cases were managed well enough?" does not itself provide a meaningful measure of performance and is not useful to inform improvements.

Rather HMI Probation measure the more focused question "how often was each aspect of work done well enough?" This brings together performance on related elements of practice from all inspected cases.

Each scoring question in the HMI Probation inspection tool contributes to the score for the relevant general criterion and section in the report. The performance of the YOT on that aspect of practice is described within the section of the report linked to that criterion. Key questions then also contribute to one or more of the headline inspection scores. In this way the headline scores focus on the key outcomes whereas the general criterion scores include the underlying detail.

The **score for a general criterion** is the proportion of questions relating to that criterion, across all of the inspected cases, where the work assessed by that question was judged sufficient (i.e. above the line). It is therefore an average for that aspect of work across the whole of the inspected sample.

For **each section in the report** the above calculation is repeated, to show the proportion of work related to that section that was judged 'above the line'.

Finally, for each of the **headline themes**, the calculation is repeated on the key questions that inform the particular theme, to show the proportion of that aspect of work that was judged 'above the line'; thereby presenting the performance as an average across the inspected sample.

This approach enables us to say how often each aspect of work was done well enough, and provides the inspected YOT with a clear focus for their improvement activities.

Appendix 6: Glossary

ASB/ASBO	Antisocial behaviour/Antisocial Behaviour Order
Asset	A structured assessment tool based on research and developed by the Youth Justice Board looking at the young person's offence, personal circumstances, attitudes and beliefs which have contributed to their offending behaviour
CAF	Common Assessment Framework: a standardised assessment of a child or young person's needs and of how those needs can be met. It is undertaken by the lead professional in a case, with contributions from all others involved with that individual
CAMHS	Child and Adolescent Mental Health Services: part of the National Health Service, providing specialist mental health and behavioural services to children and young people up to at least 16 years of age
Careworks	One of the two electronic case management systems for youth offending work currently in use in England and Wales. See also YOIS+
CRB	Criminal Records Bureau
DTO	Detention and training order: a custodial sentence for the young
Estyn	HM Inspectorate for Education and Training in Wales
ETE	Education, Training and Employment: work to improve an individual's learning, and to increase their employment prospects
FTE	Full-time equivalent
HM	Her Majesty's
HMIC	HM Inspectorate of Constabulary
HMI Prisons	HM Inspectorate of Prisons
HMI Probation	HM Inspectorate of Probation
Interventions; <i>constructive</i> and <i>restrictive</i> interventions	<p>Work with an individual that is designed to change their offending behaviour and/or to support public protection.</p> <p>A <i>constructive</i> intervention is where the primary purpose is to reduce Likelihood of Reoffending.</p> <p>A <i>restrictive</i> intervention is where the primary purpose is to keep to a minimum the individual's <i>Risk of Harm to others</i>. Example: with a sex offender, a <i>constructive intervention</i> might be to put them through an accredited sex offender programme; a <i>restrictive intervention</i> (to minimise their <i>Risk of Harm</i>) might be to monitor regularly and meticulously their accommodation, their employment and the places they frequent, imposing and enforcing clear restrictions as appropriate to each case. NB. Both types of intervention are important</p>
ISS	Intensive Surveillance and Supervision: this intervention is attached to the start of some orders and licences and provides initially at least 25 hours programme contact including a substantial proportion of education, training and employment
LoR	Likelihood of Reoffending. See also <i>constructive</i> Interventions
LSC	Learning and Skills Council
LSCB	Local Safeguarding Children Board: set up in each local authority (as a result of the Children Act 2004) to coordinate and ensure the effectiveness of the multi-agency work to safeguard and promote the welfare of children in that locality

MAPPA	Multi-Agency Public Protection Arrangements: where probation, police, prison and other agencies work together locally to manage offenders who pose a higher <i>Risk of Harm to others</i>
Ofsted	Office for Standards in Education, Children's Services and Skills: the Inspectorate for those services in England (not Wales, for which see Estyn)
PCT	Primary Care Trust
PPO	Prolific and other Priority Offender: designated offenders, adult or young, who receive extra attention from the Criminal Justice System agencies
Pre-CAF	This is a simple 'Request for Service' in those instances when a Common Assessment Framework may not be required. It can be used for requesting one or two additional services, e.g. health, social care or educational
PSR	Pre-sentence report: for a court
RMP	Risk management plan: a plan to minimise the individual's <i>Risk of Harm</i>
RoH	<i>Risk of Harm to others. See also restrictive Interventions</i>
'RoH work', or 'Risk of Harm work'	This is the term generally used by HMI Probation to describe work to protect the public, primarily using <i>restrictive interventions</i> , to keep to a minimum the individual's opportunity to behave in a way that is a <i>Risk of Harm to others</i>
RoSH	Risk of Serious Harm: a term used in Asset. HMI Probation prefers not to use this term as it does not help to clarify the distinction between the <i>probability</i> of an event occurring and the <i>impact/severity</i> of the event. The term <i>Risk of Serious Harm</i> only incorporates 'serious' impact, whereas using 'Risk of Harm' enables the necessary attention to be given to those offenders for whom lower <i>impact/severity</i> harmful behaviour is <i>probable</i>
Safeguarding	The ability to demonstrate that all reasonable action has been taken to keep to a minimum the risk of a child or young person coming to harm
Scaled Approach	The means by which YOTs determine the frequency of contact with a child or young person, based on their RoSH and LoR
SIFA	Screening Interview for Adolescents: Youth Justice Board approved mental health screening tool for specialist workers
SQIFA	Screening Questionnaire Interview for Adolescents: Youth Justice Board approved mental health screening tool for YOT workers
VMP	Vulnerability management plan: a plan to safeguard the well-being of the individual under supervision
YJB	Youth Justice Board for England and Wales
YOI	Young Offenders Institution: a Prison Service institution for young people remanded in custody or sentenced to custody
YOIS+	Youth Offending Information System: one of the two electronic case management systems for youth offending work currently in use in England and Wales. See also Careworks
YOS/YOT/YJS	Youth Offending Service/ Team/ Youth Justice Service. These are common titles for the bodies commonly referred to as YOTs
YRO	The youth rehabilitation order is a generic community sentence used with young people who offend

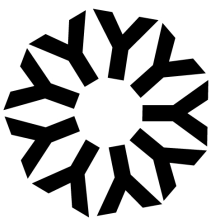
Appendix 7: Role of HMI Probation and Code of Practice

Information on the Role of HMI Probation and Code of Practice can be found on our website:

<http://www.justice.gov.uk/about/hmi-probation/index.htm>

The Inspectorate is a public body. Anyone wishing to comment on an inspection, a report or any other matter falling within its remit should write to:

*HM Chief Inspector of Probation
6th Floor, Trafford House
Chester Road, Stretford
Manchester, M32 0RS*



DRAFT - BROMLEY IMPROVEMENT PLAN

Report Publication Date: 07/03/2012

Recommendation	What will be done?	Who will do it?	Timetable for completion:	Review date and progress:
<p>1 A good quality assessment and plan, using Asset, is completed when the case starts (YOT Manager).</p>	<p>All caseworkers to participate in Assessment, Planning, Intervention and Supervision (APIS) Training to address specifically assessment related issues.</p> <p>Quality Assurance (QA) of ASSET will be undertaken within 4 weeks of start of Order by Senior YOT officer and feedback provided to Senior YOT Officer meeting held monthly and chaired by Operations Managers.</p> <p>Information officer to collate data re: gaps in practice records and relay back to Operations Manager in the context of staff performance report.</p> <p>Review and improve quality of data set analysis and monitoring of assessments, ASSETs and intervention plans.</p> <p>Asset will be strengthened to incorporate the What Do You Think (WDYT) end of intervention questionnaire.</p>	<p>Trainers have been identified and booked Operational Manager for Court and Community</p> <p>Operations Manager Senior Practitioners</p> <p>Information officer by way of monthly staff performance report</p> <p>Operations Managers Senior Practitioners with support from information officer.</p> <p>Operations Managers Senior Practitioners with support from information officer.</p>	<p>March 2012</p> <p>1 April 2012</p> <p>May 2012</p> <p>April 2012</p> <p>April 2012</p>	<p>May 12</p> <p>June 12</p> <p>July 2012</p> <p>June 2012</p> <p>June 2012</p>

Recommendation	What will be done?	Who will do it?	Timetable for completion:	Review date and progress:
<p>2 Specifically, a good quality assessment of the individual's vulnerability and <i>Risk of Harm to others</i> is completed at the start, as appropriate to the specific case (YOT Manager).</p>	<p>Review and as appropriate make variation to management routines with respect to QA and sign off for Risk of Serious Harm (ROSH) and Risk Management (RM) plans. These to require involvement of senior YOT officers prior to sign off by Operations Manager</p> <p>Review and improve weekly case allocation Meetings to establish an ASSET tracking process.</p> <p>Review effectiveness of YOT risk panel.</p>	<p>Operations Manager Senior YOT officer</p> <p>Information officer to pass data onto Operations Manager re: cases where ROSH has not been completed but a 'yes' has been entered.</p> <p>Senior YOT officer and review by Operations Manager every 3 months</p> <p>Operations managers</p>	<p>1 April 2012</p> <p>March 2012</p> <p>March 2012</p> <p>Immediate</p>	<p>June 12</p> <p>June 2012</p> <p>June 2012</p> <p>March 2012</p>
<p>3 Management oversight is effective in ensuring the quality of assessment and plans to manage vulnerability or <i>Risk of Harm to others</i>, and ensures that planned actions are delivered (YOT Manager).</p>	<p>All caseworkers and supervisory staff to participate in APIS Training to address specifically assessment related issues and risk management.</p> <p>Undertake QA of ROSH and RM plans on a monthly basis by Operations Managers and provide analysis and findings to Senior YOT Officers with further review by monthly Senior YOT officer meetings.</p> <p>Information officer to collate data re: gaps in casework practice and relay back to Operations Manager in the context of staff performance report.</p> <p>Review and improve use of QA toolkit by Operations Managers and Senior YOT Officers to monitor quality of ROSH and RM plans.</p>	<p>Trainers identified and booked / Operations Manager</p> <p>Operations Manager Senior Practitioners</p> <p>Information officer by way of monthly staff performance report</p> <p>Operations Managers Senior Practitioners with support from information officer. Circulate QA toolkit to all line managers.</p>	<p>February 2012</p> <p>March 2012</p> <p>May 2012</p> <p>April 2012</p>	<p>June 2012</p> <p>1 April 2012</p> <p>July 2012</p> <p>June 2012</p>

Recommendation	What will be done?	Who will do it?	Timetable for completion:	Review date and progress:
	<p>Ensure that rigorous discussion scripted into supervision with case managers regarding quality of assessments and plans.</p> <p>Establish formal case discussion sessions with staff within a group setting.</p>	<p>Line managers</p> <p>Line managers</p>	<p>Immediate</p> <p>March 2012</p>	<p>April 2012</p> <p>June 2012</p>
<p>4 Sufficient attention is given to the safety of victims throughout the course of the sentence (YOT Manager).</p>	<p>Review casework practice to ensure that sufficient priority is allocated to the safeguarding and restorative justice (RJ) elements of intervention and that these are made integral to end-to-end sentence planning practice.</p> <p>Ensure all frontline staff participate in Restorative Justice Training to ensure that RJ worker and Senior YOT Officer have ownership of safeguarding and restorative justice elements of practice.</p> <p>Introduce QA routines to ensure that intervention planning routinely addresses victim awareness issues, incorporates elements of RJ work and foregrounds safeguarding of victim.</p> <p>Review the YOTs RJ post to determine if it provides coverage sufficient to support the YOT's management of the RJ elements of casework team support, victim work and service delivery</p>	<p>RJ worker Police Operations Managers Senior Practitioners</p> <p>YOT Manager and L&D Trainers booked for March & May 2012</p> <p>Operations Manager Line manager to monitor through data sets.</p> <p>Service – re-alignment Increase post from P/t – F/T. AD & HOS to review current position</p>	<p>Immediate</p> <p>March 2012</p> <p>May 2012</p> <p>April 2012</p>	<p>April 2012</p> <p>June 2012</p> <p>July 2012</p> <p>June 2012</p>

Recommendation	What will be done?	Who will do it?	Timetable for completion:	Review date and progress:
<p>5</p> <p>There is appropriate review of assessments and, as applicable, plans following receipt of important new information, intelligence and reports of harmful behaviour or the commission of new offences (YOT Manager).</p>	<p>All caseworkers to participate in APIS Training to address specifically appropriate information sharing and timeliness of updating assessments, plans and case records.</p> <p>Review and as appropriate make variation to the Service Level Agreement between YOT and Met Police (Bromley).</p> <p>Ensure that rigorous discussion is scripted into supervision and case discussions with case managers regarding police intelligence, information sharing and prompt notification of incidences of re-offending.</p>	<p>Trainers identified and booked / Operations Manager</p> <p>YOT Manager</p> <p>Line Managers</p>	<p>March 2012</p> <p>April 2012</p> <p>Immediate</p>	<p>June 2012</p> <p>September 2012</p> <p>June 2012</p>
<p>6</p> <p>Assessments and plans in custodial cases should reflect and, as appropriate to the specific case, address the likelihood of re-offending, <i>Risk of Harm to others</i> and vulnerability in the community as well as in custody (YOT Manager).</p>	<p>All caseworkers to participate in Beyond Reason training.</p> <p>Implement programme of developmental work to improve YOT work within secure estates.</p> <p>Organise 'exchange' visits to improve communication and awareness across YOT and Secure Estates.</p> <p>Ensure timely and rigorous discussion is scripted into supervision and case discussions with case managers regarding Bromley young people throughout custody.</p>	<p>YOT Manager/L&D Trainers booked</p> <p>YOT Manager Operations Manager</p> <p>YOT Manager Operations Manager</p> <p>Line Managers</p>	<p>March 2012</p> <p>May 2012</p> <p>March 2012</p> <p>Immediate</p>	<p>June 2012</p> <p>September 2012</p> <p>June 2012</p> <p>June 2012</p>



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Orpington
BR6 7UA

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103 – 105 Bunhill Row
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EC1Y 8TG
Telephone: 020 7448 9299
mobile 07789 876 244
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22nd December 2011

Dear Mr Andrew Kerworthy

HMI Probation inspection of youth offending programme.

As you are aware, HMI Probation has carried out an inspection of the youth offending services in your area recently. The Care Quality Commission (CQC) participated in this inspection with the intention of reviewing the PCT's contribution to the YOT and also following up a number of the general issues outlined in the publication 'Actions Speak Louder', and this letter sets out our findings and recommendations as a result of our visit. As explained in advance of this inspection, our individual findings do not form part of the feedback report by HMI Probation although any relevant information will be included in our assessment systems for 2011 -12. The information gathered will also be collated with other findings and will be fed back on a regional basis alongside HMI Probation.

It is understood that Bromley Primary Care Trust (PCT) was formerly a stand alone PCT with one CEO but is now part of a cluster arrangement. Some aspects of Substance Misuse are commissioned via the DAAT by the Central and North West London Foundation Trust (CNWL).

The YOT health provision currently consists of a full time Substance Misuse worker based within the YOT providing Tier 2 and 3 interventions. There are also two nurses based within the YOT. One is a CAMHS nurse the other a general nurse each equating to a 0.4 full time equivalent position.

The findings of this inspection are as follows: -

Assessment and Planning

Strengths

- There is good awareness by YOT Officers of the relationship between the health and wellbeing of the CYP and their offending behaviour. YOT Officers consider wider health, wellbeing and neglect issues e.g. using home visits to back up information regarding domestic violence/substance misuse within the home or relevant aspects witnessed by the CYP YOT.
- There are good substance misuse assessments conducted by the YOT Substance Misuse worker. The assessment tool includes questions relating to patterns of substance misuse, their general health (including sexual health) and their preferences in relation to substance misuse.
- All YP are referred through to the Nurse for a general health check and there is good health awareness and communication between the three on-site health workers.
- Effective links exist for referrals into substance misuse and CAMHS. The YOT Substance Misuse worker is full time and personally accessible as he shares an office with the YOT Officers, and can also be contacted via YOIS, email or phone. Both the CAMHS and general nurses are also based in the offices and the general nurse offers an appointment for general health screening to all the YP passing through the YOT irrespective of the ASSET score.
- YOT managers provide a good quality assurance oversight for the YOT Officers' assessments (through ASSET) and the YOT maintains adherence to the, now defunct, YJB timescales in offering an appointment to all YP within the previously advised 5 day period.

Areas for improvement

- Greater use could be made of nationally recognised assessment tools to consistently assess emotional and mental health needs.
- The accuracy of referrals for health assessments and interventions is not confirmed by health workers themselves through the dip sampling of 'null' or 'low' scoring ASSETs.

Delivery and review of interventions

Strengths

- There is good access for YP to CAMHS who operate from a Poly-Clinic building and are based discretely at the rear of the ground floor, reducing the potential stigma of attending the service. However, CAMHS have also conducted home visits and attended the YOT to assess and deliver interventions for high risk YP where necessary.
- The service benefits from good access for YP into the Tier 4 Adolescent Team (BYPASS) for face-to-face assessments and ongoing work.
- Health staff in the YOT appropriately consider diversity needs, including attendant issues associated with gender.
- The YOT Nurse liaises well with other external agencies (such as school nurses, pupil referral units, behaviour management teams and social work staff) and parents to arrange follow-up work.
- The nurse has a number of years of experience in schools as well as operating theatres, ENT and family planning work. This has enabled her to offer a broader service with a prescribing role including immunisation and hormonal contraception while also adding to the rest of the health workers and YOT team in assisting with providing condoms and sexual awareness counselling. There is also a useful needle exchange process in place for YP.
- YOT case managers and health professionals engage with young people outside formal settings e.g. conducting outreach work, home visits, and when necessary joint visits with other professionals.
- There is good use of a range of intervention materials. The Substance Misuse worker, for example, utilises a 'Drugs box' – containing dummy drugs with information on their effects to illustrate the choices and risks involved with substance misuse.
- Health staff are well aware of the limits to confidentiality and the need to report safeguarding concerns. All health staff are appropriately trained to level 3 in safeguarding.

Areas for improvement

- Referring into a universal provision can delay an assessment and an intervention being delivered. There is, for example, no accessible speech and language provision within the YOT. It is considered more accessible via the specialist Autistic School, Neurodevelopment Team or through a Statement of Educational Need. CAMHS also does not have an occupational health service as this is separately commissioned.
- Health workers' assessments, planning and interventions with YP are conducted predominantly in an office or clinical setting although there is access to a good range of alternative settings. Greater flexibility can promote better engagement although it is appropriately acknowledged that the setting needs to reflect the needs and wishes of the young person.
- There is no health professional providing quality assurance or management oversight in relation to YOIS.

Achievement of outcomes

Strengths

- Asset scores are used as an indicator to inform health care interventions.
- The impact of health contributions to offending behaviour are monitored on an individual level through individual and group supervision, risk management conferences and planning meetings. Young people are asked to comment on the overall process through a QA questionnaire, and whether they feel that the health intervention provided through the YOT has impacted on their offending behaviour.
- There is good information exchange between the YOT health workers and secure environments which promotes positive outcomes.
- A full case review is conducted on the closure of a case to ensure it is appropriate and that any outstanding needs are being met by relevant services.
- Case reviews which take place do involve health workers where this is appropriate.

Areas for improvement

- Although proposals are in place to further develop the substance misuse worker's role in order to improve outcomes by offering, for example, drug and alcohol testing and educational input, it is difficult to envisage the range of expected improvements with current capacity and existing workloads. It is, nevertheless, accepted that this worker is part of a wider service team which can provide support.
- There is no Speech and Language Therapy (SALT) input for the Bromley YOT team, which can affect the overall outcomes for people referred through the YOT.

Governance and resources

Strengths

- There are good information sharing protocols in place between the London Borough of Bromley and Bromley Healthcare.
- Good arrangements exist for the Substance Misuse Worker and the CAMHS Nurse to attend the YOT Risk Management panels. In their absence, arrangements are in place to ensure the panel receive the same level of specialist advice. The Therapeutic Counsellor and Health Nurse are able to feed into the panel via Case Managers and can attend to address specific cases.
- Good use is made of training opportunities by health workers within the YOT.
- Substance misuse plans are well integrated with YOT care plans.
- Health plans appropriately follow public health and government guidelines.
- Good processes exist for obtaining support from A&E and interventions at the Tier 4 level for more acute cases.
- Health updates are regularly provided to the YOT Management Board.
- There is good attendance by health representatives at the YOT Management Board.

Areas for improvement

- Attendance patterns and drop-out rates are well monitored although additional qualitative information is not sought.
- Health outcomes information is not sufficiently well collated and linked to YOT outcome information to inform future practices.
- Substance misuse governance does not appear as well linked to the YOT Management Board as other elements of health.

Recommendations

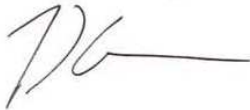
The recommendations have been aligned the CQC outcomes. A copy has been submitted to CQC for the Quality Risk Profile process and the Regional Team to inform future inspections.

CQC Outcomes	Reg	Outcome	Recommendations
16	10	Assessing and monitoring the quality of service provision	<ul style="list-style-type: none"> • Improve the quality assurance of referrals to health workers by dip sampling a few of those ASSETs which score health as a '0' or '1'. This will ensure that health needs are being picked up appropriately.
1	17	Respecting and involving people who use the services	<ul style="list-style-type: none"> • Assessments of speech, language and communication difficulties need to be improved to assist with engagement and enhance the impact of interventions.
10	15	Safety and suitability of premises	<ul style="list-style-type: none"> • Ensure that there is sufficient flexibility in venues to encourage engagement with young people.
21	20	Records	<ul style="list-style-type: none"> • The contribution of health workers to YOIS should be quality assured to ensure that accurate and useful health records are available. • Health outcome information should be more effectively collated and linked to YOT outcome information to help inform future work and to demonstrate value for money.
6	24	Co-operating with other service providers	<ul style="list-style-type: none"> • Governance of substance misuse arrangements should be more closely aligned to the work of the YOT Management Board.

I would like to thank you for your cooperation with this inspection, for the hospitality shown and for the efforts made by all the participants to meet the demands of our tight schedule.

Your CQC Regional Director is copied into this letter and will arrange follow up on any actions detailed. We have also copied in CQC's Head of Operational Improvement, who has overall responsibility for this inspection programme. In respect of the recommendations, please indicate how they will be addressed within 20 working days of receipt of the final copy of this letter.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Fergus Currie', with a long horizontal line extending to the right.

Fergus Currie
CQC Youth Offending Development Manager

Cc.

Mr Colin Hough – CQC Regional Director
Sue McMillan – Head of Operational Improvement
Ms Elayne Stewart – YOT Manager
Dr Angela Bhan – Director of Public Health

CHILDREN AND YOUNG PEOPLE POLICY DEVELOPMENT AND SCRUTINY COMMITTEE

Minutes of the meeting held at 7.00 pm on 21 February 2012

Present:

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

Tom Clements, Father Owen Higgs, Brian James, Joan
McConnell, Alison Regester, Nancy Thompson and
Michael Youlton

Also Present:

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

72 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies for absence were received from Councillor Papworth and Dolores Bray-Ash JP.

73 DECLARATIONS OF INTEREST

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

Councillor John Getgood declared that he was no longer a Governor at Harris Academy Beckenham.

74 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING

No questions had been received.

75 MINUTES OF THE CYP PDS COMMITTEE MEETING HELD ON 24TH JANUARY 2012 AND MATTERS ARISING

In respect of Minute 62d, a Member asked what work had been undertaken regarding the new cross-Government programme to tackle 'troubled families', and highlighted the need to coordinate any work undertaken with a similar initiative currently being delivered to target generational worklessness. The Director CYP confirmed that a report providing further information on the initiative would be provided to the meeting of Children and Young People PDS

Committee in March 2012. The Chairman would also be meeting with PDS Chairmen across all Portfolios to ensure cross-Portfolio involvement in the development of the initiative.

RESOLVED that the minutes of the meeting held on 24th January 2012 be agreed.

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

No questions had been received.

77 PORTFOLIO HOLDER'S UPDATE

The Portfolio Holder advised the PDS Committee about developments in the academy programme. It had been agreed by the Department for Education that The Priory School would become an academy from 1st May 2012. It had also been agreed that Hillside Primary School would convert to academy-status as a sponsored academy to The Priory by 1st September 2012. Further schools converting to academies included Tubbenden Primary School from 1st March 2012 and St James' Roman Catholic Primary School from 1st April 2012.

In response to a question from a Member, the Director CYP confirmed that future use of the dual-use sports and leisure facility and the Special Language Unit at The Priory would be included as part of the commercial transfer agreement.

The Committee noted decisions taken by the Portfolio Holder since the last meeting of the Children and Young People PDS Committee held on 24th January 2012.

78 PERFORMANCE MONITORING QUARTER 3 2011/12

Report DCYP12020

The Committee considered a report providing an update on progress against key performance indicators for Children and Young People Services for Quarter 3 (October to December) 2011. The Committee was pleased to note that targets had so far been exceeded in a number of areas, and noted other areas where performance was behind target.

A Member was concerned at the level of both authorised and unauthorised attendance in primary schools. The Senior Performance, Research and Systems Officer confirmed that illness remained the main reason for student absence and that work was underway to improve attendance, including the Spike 'Every School Day Counts' project. Headteachers considered each application for absence individually and events were also held for children who achieved 100% attendance.

The indicator for percentage of social care core assessments completed within 35 working days was also highlighted. The Assistant Director: Safeguarding and Social Care confirmed that performance against the target had improved, however there had been delays experienced in completing core assessments, including information gathering and coordinating the multi-agency response. The Chairman underlined the importance of ensuring core assessments were completed to a high standard, even if completion took longer than the required 35 days, and congratulated Officers on exceeding the 90% target for the percentage of children who had a referral for services from Children's Social Care who then went onto an initial assessment.

A Member noted the indicator for percentage of schools judged by Ofsted to be in category (special measures or notice to improve), and queried whether this indicator should be broadened to include schools rated 'satisfactory'. The Chairman confirmed that Bromley was now able to set meaningful local targets for the national curriculum tests, and proposed that the Performance Data Working Group be reconstituted before the next meeting of the Children and Young People PDS Committee to consider how to set and measure local performance targets.

RESOLVED that:

- 1) Progress against key performance indicators be noted; and,**
- 2) A meeting of the Performance Data Working Group be held before the next meeting of the Children and Young People PDS Committee, to consider how to set and measure local performance targets.**

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

A) CHANGES TO CENTRAL GOVERNMENT FUNDING FOR MUSIC EDUCATION

Report DCYP12028

The Portfolio Holder outlined a report providing an update on the publication of the Department for Education's National Plan for Music and the introduction of new arrangements for funding Music Education, and introduced Mr Michael Purton, Principal of Bromley Youth Music Trust. Mr Purton explained that the National Plan for Music aimed to transform the way music was delivered to schools by funding music education hubs that brought together local authorities and music organisations to work in partnership to ensure every child had a high-quality music education. Bromley Youth Music Trust had agreed to act as the lead partner in the Bromley Music Hub, and had formed the Music Education Partnership Group to provide the broad range of expertise and resource necessary to support the development of a

submission to the Department for Education and the Arts Council for England by the deadline of 17th February 2012.

In considering the report, the Chairman highlighted the potential for the Bromley Music Hub to access a wide range of funding streams as well as potentially developing sold services to other boroughs. The Principal confirmed that work with other boroughs was being explored and that a professional fundraiser was being employed to develop a plan for income generation for the Hub.

A Member noted that music groups and the Bromley Youth Music Trust should be encouraged to make use of the concert hall at Langley Park Boys School where appropriate. The Principal confirmed that an agreement with Langley Park Boys School around use of the concert hall was currently being progressed.

A Co-opted Member was concerned that Special Schools Head teachers and Music Therapists had not been included in the consultation undertaken prior to submission of the Bromley Music Hub bid. The Principal explained that the application had concentrated on reporting existing services that Bromley Youth Music Trust provide, but that a full audit of all music education services in the Borough would be undertaken during the first six months of the Hub. Riverside School would also be approached to join Bromley Music Hub.

RESOLVED that the Portfolio Holder be recommended to:

- 1) Note the publication of the DfE's national Plan for Music and the introduction of new funding arrangements to support Music Education;**
- 2) Endorse the steps being taken by the Council and Bromley Youth Music Trust to secure funding under the new arrangements;**
- 3) Note the reduction in the Bromley Youth Music Trust contract fee for 2012/13 and 2013/14 as a contribution towards overall savings that the Council is required to make following the Government's Comprehensive Spending Review of November 2010; and**
- 4) Note the activity being undertaken by Bromley Youth Music Trust to secure funding to offset the impact of a reduction in the level of funding from the Council.**

B) CHILDREN'S TRAVEL TO SCHOOL

Report ES12010

The Portfolio Holder introduced a report outlining the School Travel Programme, which worked to tackle congestion near schools and reduce journey times for all road users. The School Travel Programme linked closely with road safety education, cycle training and safety around schools, working

in conjunction with other initiatives to promote cycling, walking and public transport. The Manager: Casualty Reduction highlighted that the data around school travel was recorded via pupil and staff surveys conducted in class. Although 'hands up' surveys were the recommended collection methodology, Bromley had concerns about the accuracy of these surveys, however following a study of different collection methods at selected sites across London, it had been concluded that other data collection methods were no more accurate but were significantly more costly.

A Co-opted Member was concerned at the impact the withdrawal of funding for school crossing patrols would have on journeys to school. The Manager: Casualty Reduction noted that following discussion by Members at the meeting of Environment PDS Committee on 18th January 2012, a decision had been taken by the Environment Portfolio Holder to make a £2k subsidy available to schools from the Local Transport Priorities LIP budget to support the retention of School Crossing Patrols. Engineering measures were also being introduced near schools where appropriate. A Member queried how many walking buses were currently in operation in the Borough. The Manager: Casualty Reduction confirmed that 13 schools currently had a walking bus and one was currently being developed.

A Member highlighted a number of contributing factors to the reduction in single passenger car journeys, which included smaller school catchment areas and the impact of the economic downturn. In response to a question, the Manager: Casualty Reduction confirmed that school travel plans were one part of a wider strategy to reduce congestion. Academies and private schools were also supported in school travel planning as this similarly contributed to a reduction in congestion.

Three of the four special schools in the Borough currently had school travel plans and a Co-opted Member underlined the need to consider how these could work with Special Educational Needs Transport. A Member also noted the pressures sixth form students with cars placed on congestion at peak times and in parking. The Manager: Casualty Reduction confirmed that sixth form travel was included as part of a school travel plan.

RESOLVED that the Portfolio Holder be recommended to note the School Travel Programme.

C) CAPITAL MONITORING Q3 2011/12 AND ANNUAL CAPITAL REVIEW 2012 TO 2016

Report RES12027

On 1st February 2012, the Executive received the 3rd quarterly capital monitoring report for 2011/12 and agreed a revised Capital Programme for the five year period 2011/12 to 2015/16. The Committee considered a report highlighting the changes agreed by the Executive in respect of the capital Programme for the Children and Young People Portfolio.

RESOLVED that the Portfolio Holder be recommended to endorse the revised Capital Programme agreed by the Executive on 1st February 2012.

D) MEMBERSHIP OF SCHOOL GOVERNING BODIES

Report DCYP12023

The Portfolio Holder introduced a report outlining a LA Governor Appointment to a school in the Borough.

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

**Edgebury Primary School Mr David Benaron
(Chislehurst)**

E) PROPOSAL FOR APPOINTMENT OF LOCAL AUTHORITY GOVERNORS TO A) ACADEMY GOVERNING BODIES; AND, B) LOCAL AUTHORITY MAINTAINED SCHOOLS RECONSTITUTING UNDER NEW REGULATIONS - SEPTEMBER 2012

Report DCYP12021

The Portfolio Holder introduced a report outlining the need to establish the criteria for the appointment of Bromley Local Authority governors to former Bromley maintained schools which have converted or are converting to academies. Section 38 of the Education Act proposed to introduce new constitutional regulations and criteria for the appointment of LA governors of governing bodies of Local Authority maintained schools from September 2012.

RESOLVED that the Portfolio Holder be recommended to endorse the revised process relating to appointments of LA governors to governing bodies of:

A) Academies; and

B) Local Authority maintained schools pending new regulations September 2012.

F) OFSTED ANNUAL PERFORMANCE ASSESSMENT RATING OF BROMLEY'S CHILDREN AND YOUNG PEOPLE SERVICES 2011: IMPROVEMENT PLAN

Report DCYP12029

The Portfolio Holder introduced the Children and Young People Services Improvement Plan which addressed areas for development highlighted by

Ofsted in the 2011 Annual Performance Assessment of Children and Young People Services, and outlined progress already made.

The Chairman congratulated Officers following a rating of 'Level 3 Good – Performs Well' being awarded to Bromley Children and Young People Services, a level that had been sustained for the last 4 years since 2008.

A Member highlighted the gap in performance between the bottom 20% of five year olds and their peers. Whilst this gap had reduced to 31.2% in 2011 from 33.3% in 2010, it was still not meeting the target of 30%. The Director CYP confirmed that a range of measures had been put in place to address the gap in performance between the bottom 20% of five year olds and their peers. This included an analysis of foundation stage attainment over the last four years to establish the previous early years setting of each pupil, identifying trends and targeting support to pre-school settings and schools as appropriate. The Government was also introducing a new code of practice that would give Local Authorities a choice whether to fund settings considered unsatisfactory.

Members discussed the use of free school meals figures as a proxy indicator of children from low income families. This was the standard measure used by local authorities, however it was possible to bring other indicators alongside free school meals to add value to the measure. A Member highlighted that not all children who were in low income families claimed free school meals and that it was important for parents and carers to be encouraged to engage with free school meals if they were eligible as it benefited both the child and the school. A Co-opted Member proposed that the term 'free school meals' should be replaced with more positive terminology to encourage uptake.

A Member suggested that an annual report on complaints received by the Children and Young People Department be considered by the PDS Committee as a means to identify further issues for scrutiny.

RESOLVED that the Portfolio Holder be recommended to:

- 1) Approve the Improvement Plan; and**
- 2) Note progress made in addressing the areas for development highlighted by Ofsted following the 2011 Annual Performance Assessment.**

**G) REVIEW OF PRIMARY SCHOOLS' DEVELOPMENT PLAN:
OUTCOMES**

Report DCYP12025

The Portfolio Holder introduced a report providing details of the outcomes and recommendations of the Primary School Development Plan Working Party, which had met on 5th January 2012 to consider the strategic planning of primary school places and school organisation in the Borough.

The Head of Access and Admissions highlighted that the birth-rate had continued to rise from 3400 in 2002 to 4100 in 2010 with a projected pupil roll at primary reception age of between 3600 and 3700 for the remainder of the decade which would continue to place pressure on the number of Reception class places.

In response to a question from a Co-opted Member, the Head of Access and Admissions confirmed that discussions with the Governors and the Diocese of Rochester regarding potential relocation and expansion of Chislehurst Church of England School were continuing, and that a report would be provided to the next meeting of the PDS Committee.

RESOLVED that the Portfolio Holder is recommended to endorse the recommendations of the Working Party, taking into account the views of the Children and Young People PDS Committee, and authorise the Director CYP to undertake consultation with schools and other key agencies on the proposed temporary and permanent expansion of places and to implement the proposals where feasible as set out below:

Planning Area 1 - Wards: Crystal Palace, Penge and Cator, Clock House

- The Published Admission Number for Churchfields Primary School be increased from 30 to 60 places.
- Malcolm Primary School increase its intake from 30 to 60 places for a further year.
- St Anthony's Primary School be approached with a view to accommodating a temporary additional form of entry at reception.
- Officers approach other schools in this planning area to consider the feasibility of admitting an additional form of entry, i.e. an additional 30 places in 2012 or 2013.

Planning Area 2 - Wards: Copers Cope, Kelsey and Eden Park

- That the Local Authority pursue discussions with the Governors of Bromley Road Infant and Worsley Bridge Junior Schools regarding the future organisation of the two schools.

Planning Area 3 - Wards: Shortlands, West Wickham, Hayes and Coney Hall

- Officers approach schools in this planning area to consider the feasibility of admitting an additional form of entry, i.e. an additional 30 places in 2012 or 2013.

Planning Area 4 - Wards: Bromley Town, Plaistow and Sundridge, Bickley

- Valley Primary School increase its intake from 60 to 90 places for a further year.
- The Published Admission Number for Parish Primary School be increased from 60 to 90.
- The Local Authority to continue to discuss the feasibility of consolidating St George's CE Primary school to whole forms of entry.

Planning Area 5 - Wards: Bromley Common and Keston, Petts Wood and Knoll, Farnborough and Crofton

- Southborough Primary School and Keston Primary Schools to be approached with a view to accommodating an extra form of entry, i.e. an additional 30 places on a temporary basis.

Planning Area 6 - Wards: Chislehurst, Mottingham, Chislehurst North

- The Local Authority to continue to pursue discussions with the Governors and Diocese of Rochester regarding relocation and expansion of Chislehurst Church of England School.
- Edgebury Primary School be approached with a view to accommodating an extra form of entry, i.e. an additional 30 places on a temporary basis for September 2013.

Planning Area 7 - Wards: Cray Valley West and Cray Valley East

- Midfield and Leasons Primary School be approached with a view to one of the schools accommodating an extra form of entry, i.e. an additional 30 places on a temporary or permanent basis, dependent on local demand.

Planning Area 8 - Wards: Orpington, Chelsfield and Pratts Bottom

- No current changes to school organisation or size in this planning area

Planning Area 9 - Wards: Biggin Hill and Darwin

- No current changes to school organisation or size in this planning area.

**H) REVIEW OF THE RECRUITMENT AND RETENTION
STRATEGY FOR CHILDREN'S SOCIAL WORK STAFF**

Report DCYP12026

The Portfolio Holder introduced a report reviewing the impact of the recruitment and retention strategy and funding arrangement, agreed by the Council's Executive on 3rd February 2010. Designed to stabilise the staffing within two front line teams of Children's Social Care Services, the strategy consisted of a number of elements including an enhanced remuneration package, a 'grow our own' social worker scheme and the use of overseas recruitment.

RESOLVED that the Portfolio Holder be recommended to endorse the continued use of the strategy for recruitment and retention of children's social work staff for 2012/13 and 2013/14.

I) THE BROMLEY SEED CHALLENGE SCHEME

Report DCYP12030

The Portfolio Holder introduced a report setting out the proposed allocation of £300,000 available within the Council's Capital Programme through the Bromley Seed Challenge Scheme to deal with priority premises issues at Bromley schools. In addition an allocation of £150,000 had been made to support security and health and safety improvements at schools to match fund successful submission for security improvements.

Councillor John Getgood, a Governor at Alexandra Junior School, was concerned that school's bid had not received match funding. The Portfolio Holder noted the concern but highlighted that only a limited amount of funding was available. Schools that had not been successful in their bids were invited to submit bids to next year's Seed Challenge Programme for consideration. A Member was pleased to note the high proportion of funding relating to Special Educational Needs and Disabled access.

RESOLVED that the Portfolio Holder be recommended to:

- 1) Approve the list of schemes set out in the Appendix to Report DCYP12030 be approved.**
- 2) Approve the proposal that £76,829 be made available from the Council's School Security programme to provide match funding support for school submissions dealing with security issues.**
- 3) Authorise the Director of Children and Young People Services to submit planning applications at the appropriate time in respect of the schemes set out in Report DCYP12030 where appropriate.**

80 CHILDREN AND YOUNG PEOPLE FORWARD ROLLING WORK PROGRAMME 2011/12

Report DCYP12027

The Committee considered 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 PDS Committee.

With regard to the next meeting of the PDS Committee, the Committee noted that the Bromley Seed Challenge Scheme: Further Action report was a duplicate item and would be removed from the Work Programme. The item on Children and Family Centres was not longer an update and would provide proposals for future usage of children and family centres. Following a request from a Member, a report on exclusions in the Borough would also be considered at the meeting in March 2012.

In considering the contract for Weekend and Holiday Short Breaks for Disabled Children and Young People, a Co-opted Member underlined the potential to develop voluntary sector provision. Another Co-opted Member noted that the Early Years Support service would not continue from April 2012, and was concerned at how this would impact providers.

RESOLVED that the Children and Young People Forward Rolling Work Programme 2011-12 be noted.

81 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 was likely in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present, there would be disclosure to them of exempt information.

82 EXEMPT MINUTES OF THE CYP PDS COMMITTEE MEETING HELD ON 24TH JANUARY 2012

RESOLVED that the exempt minutes from the Children and Young People PDS meeting held on 24th January 2012 be agreed.

83 CHILDREN AND YOUNG PEOPLE PORTFOLIO - PREVIOUS PART 2 DECISIONS

The Committee noted exempt (Part 2) decisions taken by the Portfolio Holder since the last meeting.

**84 EXTENSION OF CONTRACT FOR CATERING AT THE
BROMLEY EDUCATION DEVELOPMENT CENTRE**

Report DCYP12022

The Committee considered the report and supported the recommendations.

**85 REFERENCE FROM THE IMPROVEMENT AND EFFICIENCY
SUB-COMMITTEE: BROMLEY CHILDREN AND FAMILY
SERVICE AND SPECIAL EDUCATION NEEDS AND DISABILITY**

Report DCYP12024

The Committee considered the report and supported the recommendations.

**86 INTERIM ASSISTANT DIRECTOR FOR EDUCATION -
CONTRACT EXTENSION**

Report DCYP12031

The Committee considered the report and supported the recommendations.

The Meeting ended at 10.14 pm

Chairman

Matters Arising

Minute Number/Title	Decision	Update	Action	Completion Date
24th January 2011				
91/1 Schools Finance Issue (Part 2)	That the Committee be kept updated	An update report (Part 2) would be presented to a future meeting of the CYP PDS Committee.	Director CYP/ Head of CYP Finance	TBA
6th September 2011				
15. Appointment of Co-opted Members	Officers would seek a nomination for the vacant young person's representative on the Committee.	No nominations had yet been received.	Democratic Services Officer	TBA
29th November 2011				
48 (b) CYP Budget Monitoring Report 2011/12	Sold Services to Schools: A report would be presented to the Committee outlining the work being undertaken corporately to pursue a sold service model.	Work to pursue a sold service model was ongoing, a report would be presented to a future meeting of the CYP PDS Committee	Director CYP	TBA
24th January 2012				
62 (d) An update on the recent Government Reform Developments: Including the Academy Programme	That initial discussions progressed within the Chief Officers' Executive, Cabinet and across PDS Chairman regarding the new cross-Government programme to tackle 'troubled families' be reported to the Committee.	A briefing paper would be presented to the meeting of Children and Young People PDS Committee on 20 th March 2012.	Director CYP	March 2012
66 Children and Young People Forward Rolling Work Programme 2011-12	That progress in developing invest to save options be reported to the Committee	A briefing paper on would be presented to the meeting of Children and Young People PDS Committee on 20 th March 2012.	Director CYP	March 2012

Minute Number/Title	Decision	Update	Action	Completion Date
66 Children and Young People Forward Rolling Work Programme 2011-12	That the outcomes from the new thematic inspection by Ofsted into Local Authority arrangements for the protection of children with disabilities to be undertaken in March 2012 be reported to the Committee.	A report would be presented to a future meeting of the CYP PDS Committee.	Director CYP	TBA
66 Children and Young People Forward Rolling Work Programme 2011-12	That further information on the Early Intervention Grant be reported to the Committee.	Further information would be included as part of the Budget Monitoring report to be provided to the meeting of Children and Young People PDS Committee on 20 th March 2012.	Head of CYP Finance	March 2012
21st February 2012				
78 Performance Monitoring Quarter 3 2011/12	That the Performance Data Working Group be reconstituted to consider how to set and measure local performance targets.	The Performance Data Working Group to meet and present its report to the meeting of Children and Young People PDS Committee on 20 th March 2012.	Democratic Services Officer	March 2012
86/1 Interim Assistant Director for Education – Contract Extension (Part 2)	That the Committee be kept updated	The Chief Executive would be invited to the meeting of Children and Young People PDS Committee on 20 th March 2012.	Director CYP	March 2012

Agenda Item 6

Report No.
RES12052

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children and Young People PDS Committee

Date: 20th March 2012

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

Title: **CALL-IN: THE BROMLEY SEED CHALLENGE SCHEME –
ALEXANDRA JUNIOR SCHOOL**

Contact Officer: Kerry Nicholls, Democratic Services Officer
Tel: 020 8313 4602 E-mail: kerry.nicholls@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Resources

Ward: Penge and Cator

1. Reason for report

1.1 On 27th February 2012, the Portfolio Holder for Children and Young People approved proposals for the Bromley Seed Challenge Scheme, funded through the Capital Maintenance Grant. The decision not to support the scheme proposed to improve ICT provision at Alexandra Junior School has been called in and the Committee is asked to consider what action should be taken in response to the call-in.

2. **RECOMMENDATION(S)**

The Committee is recommended to agree one of the following options:

- i) Take no further action on the call-in; or
- ii) Refer the decision back to the Executive giving reasons why it should be re-considered.

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: Estimated Cost £387,422
 2. Ongoing costs: Non-Recurring Cost
 3. Budget head/performance centre:
 4. Total current budget for this head: £300,000 Seed Challenge
£150,000 Security
 5. Source of funding: DfE Capital Maintenance Grant
-

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: Non-Statutory - Government Guidance The Schools Finance (England) Regulations 2012
 2. Call-in: Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 10,000 (total of pupils in schools affected)
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 On 27th February 2012, the Portfolio Holder for Children and Young People approved proposals for the Bromley Seed Challenge Scheme, funded through the Capital Maintenance Grant. A scheme to improve ICT provision and convert one ICT room into year 5 classroom accommodation at Alexandra Junior School at a total cost of £45,400, including £22,700 of Seed Challenge funding, was included amongst the proposals submitted. Although it was accepted that the scheme would benefit the school's learning environment it had not scored as highly as other schemes and it was not supported. On 2nd March 2012, the decision not to support the scheme for Alexandra Junior School was called in by Councillors John Getgood, Peter Fookes, Kathy Bance, Mrs Anne Manning and John Canvin.
- 3.2 The grounds for the call-in submitted by Councillor John Getgood are:

On behalf of and with the support of Cllrs. Peter Fookes; Kathy Bance, Mrs Anne Manning and John Canvin, I am writing to call in the decision of the Portfolio Holder for Children & Young People of 27th February 2012 that the list of schemes set out in the Appendix to Report DCYP12030, The Bromley Seed Challenge Scheme, be approved.

We believe that the school's proposal was a well considered scheme. It would have allowed for an upgrading the school's outdated, fixed IT provision to match that needed for teaching a modern curriculum while at the same time freeing space to enable the school to move a Year 5 class out of an unsatisfactory mobile classroom into the main school. Members were able to see the importance of this scheme for themselves on a recent Members' visit. We are calling on the Portfolio Holder to support the Alexander Junior School application in the scheme on the following grounds.

We believe that greater weight should be given to proposals which have a direct effect on teaching and learning, especially while money for schools is tight. Alexandra Junior School has a newly appointed Head Teacher who is working hard to bring the school out of the Ofsted category of "Satisfactory", a priority for both this council and the Government. The new Head of Ofsted is proposing to do away with the 'satisfactory' category and replace it with 'needs improving'. Surely want to do everything we can to stop Bromley schools falling into this category. The proposed improvements at AJS will have a direct impact on standards, which is a key component to any Ofsted judgement.

It has been suggested that the scheme was not recommended for approval because IT provision should not qualify as part of a capital provision scheme. We believe this argument fails to distinguish between ad hoc IT provision and this scheme, which involves an extensive system replacement and development project, which should be considered as a capital requirement.

It has also been proposed that the school should apply again next year. Unfortunately, this is not practical as the school is expecting an Ofsted visit in the autumn and needs to improve its provision now. If the AJS scheme is not supported, the school will have to start on a less efficient and less effective scheme instead. We believe the decision did not give sufficient weight to the timeliness of the application.

We appreciate that at this stage, despite the strength of the application from Alexander Junior School, it would be difficult for the Portfolio Holder to reverse a decision affecting another school. However, given the significance of the Alexandra Junior School scheme, we ask that the Portfolio Holder supports a request to the Executive to make the sum of

£23,000 available out of last year's £2,000,000 under spend, so that the significant needs of Alexandra Junior School can be met.

This call-in supports the Building a Better Bromley priority to expand the curriculum opportunities for children and young people in Bromley schools to further improve educational attainment.

- 3.3 The relevant draft minute from the Children and Young People PDS meeting on 21st February 2012 is at **Appendix A**, the decision sheet signed by the Portfolio Holder on 27th February 2012 is at **Appendix B**, and the report considered by the Children and Young People Portfolio Holder and scrutinised by the Children and Young People PDS Committee on 21st February 2012 is at **Appendix C**.
- 3.4 Seed Challenge is an annual programme run by Bromley Council and funded by Department for Education Capital Maintenance Grant to support schemes at schools, through match funding, that seek to improve curriculum delivery, security and health and safety. Schools submissions are evaluated by officers with recommendations made to the Children and Young People Portfolio Holder about the schemes to support. The evaluation is based on the information provided to officers and each application's eligibility for funding is ranked on the basis of:
- § The impact on curriculum delivery
 - § Improvements to security
 - § Improvements to health and safety
 - § Provision of grant in recent years
- 3.5 In evaluating Alexandra Junior School's application for Seed Challenge funding all these factors were taken in to consideration. Particular note should be made that:
- § The school had received support from the Seed Challenge programme in 2009-10
 - § Although the school's submission made links to benefits of the scheme in relation to curriculum delivery and enabling the decant of the Year 5 class back into the main school buildings, mention was not made of the wider impact of the scheme in relation to supporting the new management team and addressing concerns with regards changes to the OfSTED inspection regime made as part of this 'call-in'.
 - § The local authority through the provision of Seed Challenge capital seeks to make a lasting and sustainable improvement to school environments. As in previous years the Seed Challenge programme was over subscribed. A number of schemes bid for funding for ICT related projects. Due to the higher rate of depreciation of ICT equipment, in evaluating scheme bids for ICT projects attracted a lower score. 95% of the value of the bid submitted by Alexandra Junior School was for ICT equipment.
- 3.6 The two options before the PDS Committee when considering any call-in are to:
- i) Take no further action on the call-in; or
 - ii) Refer the decision back to the Executive giving reasons why it should be re-considered.

In exceptional circumstances only, for example an alleged intention of the Executive to act contrary to law or the policy and budget framework of the Council, there is a third option of referring the matter to full Council.

Non-Applicable Sections:	See report at Appendix C.
Background Documents: (Access via Contact Officer)	See report at Appendix C.

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

I) THE BROMLEY SEED CHALLENGE SCHEME

Report DCYP12030

The Portfolio Holder introduced a report setting out the proposed allocation of £300,000 available within the Council's Capital Programme through the Bromley Seed Challenge Scheme to deal with priority premises issues at Bromley schools. In addition an allocation of £150,000 had been made to support security and health and safety improvements at schools to match fund successful submission for security improvements.

Councillor John Getgood, a Governor at Alexandra Junior School, was concerned that school's bid had not received match funding. The Portfolio Holder noted the concern but highlighted that only a limited amount of funding was available. Schools that had not been successful in their bids were invited to submit bids to next year's Seed Challenge Programme for consideration. A Member was pleased to note the high proportion of funding relating to Special Educational Needs and Disabled access.

RESOLVED that the Portfolio Holder be recommended to:

- 1) Approve the list of schemes set out in the Appendix to Report DCYP12030 be approved.**
- 2) Approve the proposal that £76,829 be made available from the Council's School Security programme to provide match funding support for school submissions dealing with security issues.**
- 3) Authorise the Director of Children and Young People Services to submit planning applications at the appropriate time in respect of the schemes set out in Report DCYP12030 where appropriate.**

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:

THE BROMLEY SEED CHALLENGE SCHEME

Reference Report:

CYP PDS 210212 The Bromley Seed Challenge Scheme

Decision:

That the list of schemes set out in the Appendix to Report DCYP12030 be approved.

That £76,829 be made available from the Council's School Security programme to provide match funding support for school submissions dealing with security issues.

That the Director of Children and Young People Services be authorised where appropriate, to submit planning applications at the appropriate time in respect of the schemes set out in Report DCYP12030.

Reasons:

On 15 March 2011, the Children and Young People Portfolio Holder approved an allocation of £300,000 to fund a new round of the Bromley Seed Challenge programme for 2011-12. In addition an allocation of £150,000 was made to support security and health and safety improvements at schools. Both these programmes are fully funded by Department for Education Capital Maintenance Grant.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 21st February 2012 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: 27 Feb 2012
Implementation Date (subject to call-in): 5 Mar 2012
Decision Reference: CYP12018

Report No.
DCYP12030

London Borough of Bromley

PART 1 - PUBLIC

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

Date: **For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 21 February 2012**

Decision Type: Non-Urgent Executive Non-Key

TITLE: THE BROMLEY SEED CHALLENGE SCHEME

Contact Officer: Robert Bollen, CYP Strategic Property Manager
Tel: 020 8313 4697 E-mail: robert.bollen@bromley.gov.uk

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

Ward: Boroughwide

1. Reason for report

- 1.1. This report sets out the proposed allocation of £300,000 that is available with the Council's Capital Programme through the Bromley Seed Challenge Scheme to deal with priority premises at Bromley Schools

2. **RECOMMENDATION(S)**

- 2.1. **That the Executive Portfolio Holder for Children and Young People approve the list of schemes set out in Appendix 1 to this report.**
- 2.2. **That £76,829 be made available from the Council's School Security programme, to provide match funding support for school submissions dealing with security issues.**
- 2.3. **That the Director of Children and Young People Services be authorised, where appropriate, to submit planning applications in respect of the schemes set out in this report.**

Corporate Policy

1. Policy Status: Existing policy:
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: Estimated cost £387,422
 2. Ongoing costs: Non-recurring cost
 3. Budget head/performance centre:
 4. Total current budget for this head: £300,000 Seed Challenge
£150,000 Security
 5. Source of funding: DfE Capital Maintenance Grant
-

Staff

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

Legal

1. Legal Requirement: Non-statutory - Government guidance: The Schools Finance (England) Regulations 2012
 2. Call in: Call-in is applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - 10,000 (total of pupils in schools affected)
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1. On 15 March 2011 the Children and Young People Portfolio Holder approved an allocation of £300,000 to fund a new round of the Bromley Seed Challenge programme for 2011-12. In addition an allocation of £150,000 was made to support security and health and safety improvements at schools. Both these programmes are fully funded by Department for Education Capital Maintenance Grant.
- 3.2. As DfE Capital Maintenance Grant is allocated by Government to be used only on improvements at local authority maintained schools, applications for the Seed Challenge programme were not sought from Academy Schools this year.
- 3.3. The Bromley Seed Challenge Programme replaced the Government's Seed Challenge Initiative that was in place from 2000 to 2005. The significant feature of the programme is the requirement for schools to provide match funding, providing them with an opportunity to bring forward schemes that benefit the school whilst engendering a genuine sense of shared responsibility and partnership.
- 3.4. The rules that will operate for Bromley's Seed Challenge scheme are as follows:
- Primary and special schools can receive a maximum grant of up to 50% of the total cost of a project.
 - Secondary schools can receive a maximum grant of up to 34% of the total cost of a project.
 - The minimum size of project to be considered for support will be £5,000.
 - The maximum size of scheme to be supported will be £100,000. Therefore the maximum grant available would be £50,000 to a primary or special school and £33,000 to a secondary school. In some circumstances consideration will be given to support a larger scheme, although the grant maxima would still apply. An example would be support for a scheme supported through a variety of funding means where Seed Challenge support would enable the scheme to progress.
 - Successful schools will be given until the end of December 2012 to complete works and claim match-funding contributions. Extensions will be considered in exceptional circumstances
- 3.5. As part of the 2011-12 programme, consideration was given to the impact the reduction in DfE Devolved Formula Grant to schools would have upon the programme and schools' ability to contribute towards improvements. In analyses of responses the majority of schools were able to make match-funding contributions in line with criteria set out in 3.4 above. On this basis all successful schemes will be awarded grant to a maximum level of 50% for primaries and 34% for secondaries.
- 3.6. Schools were asked to register expressions of interest. Expressions of interest have now been received and evaluated and a full list of submitted bids is set out in the Appendix 1 to this report. The total Seed Challenge support sought for each scheme amounts to £556,512.
- 3.7. In addition to £300,000 Seed Challenge grant, it is recommended that the Council's School Security programme is utilised to match fund successful submissions for security improvements. However, as set out above demand for support has outstripped the available grant and it has been necessary to undertake a prioritisation exercise to determine the schemes that should be supported.

- 3.8. The Director of Children and Young People Services met with the Head of Access and Admissions and the CYP Strategic Property Manager to review the submitted schemes. The following priority areas were used when assessing schemes:
- Urgent health and safety issues.
 - Urgent security issues.
 - Contribution to raising educational attainment.
 - Level of support already received through recent rounds of Seed Challenge.
- 3.9. A full list of all schemes together with an indication of whether officers are recommending support is attached as the Appendix to this report. The total schemes supported will require Seed Challenge grant aid of £310,593 and Security grant aid of £76,829.
- 3.10. All schools featured on the lists will be asked to clarify their Governing Bodies position on Academy conversion before agreement to release the grant award is made, as those schools in the process of converting will access direct capital grant from DfE on conversion. This will enable the LBB capital available as part of this method-funded initiative to be prioritised for Local Authority maintained schools.

4. POLICY IMPLICATIONS

- 4.1. The Bromley Seed Challenge Scheme contributes to the Council's Building a Better Bromley: 2020 Vision. Progression of these schemes will assist in meeting two of the key outcomes within the CYP Portfolio Plan for 2011/12: 'Children and young people enjoy learning and achieve their full potential' in that the schemes will help children to attend and enjoy school and 'Children and young people are safe there they live, go to school, play and work' in that some schemes will improve health and safety in those schools.

5. LEGAL IMPLICATIONS

- 5.1. Any application of grant monies received must be applied having due regard to any guidance published by DfE.

6. FINANCIAL IMPLICATIONS

- 6.1. This report makes recommendations on schemes that should be supported under the Bromley Seed Challenge Scheme. The total Seed Challenge allocation to support these schemes of £300,000 will be included within the Children and Young People Services Capital Programme. The proposed schemes to be supported will require Seed Challenge grant of £310,593. The small amount of over-programming of £10,593 will be contained through slippage on individual schemes. The £76,829 is available from existing security and health and safety budgets.

Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	

School	Scheme	Total Cost	Seed Challenge Support Sought	Grant Awarded	Supported	Reason for Recommendation
Alexandra Infant	New Sensory Room and equipment for autistic pupils plus SEN equipment for playground	£32,000	£16,000	£16,000	Supported	This scheme would provide a major curriculum enhancement at the school
Alexandra Junior	To improve provision of ICT by upgrade of current desktop PCs with laptops etc and conversion of current ICT room to classroom for Yr 5 (at present in mobile accommodation)	£45,400	£22,700	£0	Not supported	Although the scheme would benefit the school's learning environment, it did not score as highly as other submissions.
Bickley Primary	Supply and install automatic gate access for vehicles and pedestrians*	£15,554	£7,777*	£7,777*	Supported	Scheme significantly enhances school security. Match-funded through School Security programme.
Bromley Road Infants	Relocation of main entrance and admin offices	£5,379	£2,690*	£2,690*	Supported	Scheme significantly enhances school security. Match-funded through School Security programme.
Burnt Ash Primary	Creation of stage/theatre in KS hall	£10,000	£5,000	£5,000	Supported	This scheme would provide a major curriculum enhancement at the school
Castlecombe Primary	Creation of x2 additional teaching spaces	£6,950	£3,475	£3,475	Supported	This scheme would provide a major curriculum enhancement at the school
Clare House Primary	Provision of additional portable classroom to accommodate 'Forest School'	£40,354	£40,354	£0	Not Supported	School did not offer to make any contribution to scheme.
Chelsfield Primary	Creation of small multi use learning area/meeting room	£18,600	£9,300	£9,300	Supported	This scheme would provide a major curriculum enhancement at the school
Dorset Road Infant	Creation of small multi use learning area/staff PPA	£14,600	£7,300	£7,300	Supported	This scheme would provide a major curriculum enhancement at the school
Edgebury Primary	Refurbishment of main kitchen	£26,875	£21,375	£13,438	Supported	Scheme tackled significant H&S issues in relation to the provision of school catering. Support provided at 50% grant aid
Farnborough Primary	Supply and Install automatic gate access for vehicles and pedestrians plus additional fencing	£24,000	£12,000*	£12,000*	Supported	Scheme significantly enhances school security. Match-funded through School Security programme.

School	Scheme	Total Cost	Seed Challenge Support Sought	Grant Awarded	Supported	Reason for Recommendation
Hawes Down Schools	Installation of security barrier to main vehicle entrance and upgrade to CCTV in this area	£30,800	£15,400*	£15,400*	Supported	Scheme significantly enhances school security. Match-funded through School Security programme.
Highfield Junior	Extension to main hall providing small hall and only ramped, disabled access for main school	£130,000	£50,000	£50,000	Supported	This scheme would provide a major health and safety and accessibility enhancement at the school. Award based on clarification of school status
Highfield Infants	Alterations and refurbishment to develop existing Foundation Stage area	£31,900	£28,710	£15,950	Supported	Scheme significantly enhances learning environment. Support provided at 50% grant aid
Holy Innocents	Remedial works following PIR carried out by LBB contractor	£15,041	£7,520	£0	Not supported	Although the scheme would address health and safety issues, these costs should be funded from LCVAP
James Dixon	Installation of sustainable built outdoor classroom	£8,000	£4,000	£4,000	Supported	This scheme would provide a major curriculum enhancement at the school
Keston Primary	Extension and refurbishments to improve security to the main entrance hall	£59,225	£29,613*	£29,613*	Supported	Scheme significantly enhances school security. Match-funded through School Security programme.
Leesons Primary	New provision for SEN and after school club as part of refurbishment	£50,000	£25,000	£25,000	Supported	This scheme would provide a major curriculum enhancement at the school
Manor Oak Primary	Refurbishment of Children's Centre internal layout to accommodate re-location of Nursery.	£70,000	£35,000	£35,000	Supported	This scheme would provide a major curriculum enhancement at the school
Malcolm Primary	Resurface main playground and re-laying of grassed area with artificial grass.	£19,000	£9,500	£9,500	Supported	This scheme would provide a major curriculum and H&S enhancement at the school
Marian Vian Primary	Awnings to KS1 outside learning area	£14,058	£7,029	£7,029	Supported	This scheme would provide a major curriculum enhancement at the school
Midfield Primary	Improvement of pathways within school grounds to provide DDA compliant accessible routes.	£17,000	£8,500	£8,500	Supported	This scheme would provide a H&S and accessibility enhancement at the school

School	Scheme	Total Cost	Seed Challenge Support Sought	Grant Awarded	Supported	Reason for Recommendation
Midfield Primary	Creation of external outdoor learning area as recommended by Ofsted. Will create nature area including a Gazebo style learning structure	£15,200	£7,600	£0	Not supported	This scheme is a lesser priority than the scheme submitted by the School that is recommended under this Programme.
Mottingham Primary	Introduction of activity and creative play facility within existing playground Reason: Low scoring submission due to previous successful submissions	£24,300	£12,150	£0	Not supported	Whilst this scheme would provide a worthwhile improvement, the scheme scores less highly as a result of the School's recent allocation under the programme
Oak Lodge Primary	Creation of outdoor learning area for Yr 1	£39,600	£19,800	£19,800	Supported	This scheme would provide a major curriculum enhancement at the school
Royston Primary	Resurface main playground following building project	£10,000	£5,000	£5,000	Supported	This scheme would provide a major curriculum and health and safety enhancement at the school
Perry Hall Primary	Multi use activity/teaching zone to be located within the main playground with an all-weather canopy unit with a platform for use as external learning environment.	£17,500	£8,750	£8,750	Supported	This scheme would provide a major curriculum enhancement at the school
Perry Hall Primary	Dedicated adventure play equipment for KS1 to be installed in currently unusable grass bank areas. Reason: Support recommended for alternative bid	£15,500	£7,750	£0	Not supported	This scheme is a lesser priority than the scheme submitted by the School that is recommended under this Programme.
The Priory	Refurbishment of main school hall	£48,000	£16,320	£0	Not supported	Whilst the scheme would provide a worthwhile improvement, it scores less highly against the criteria in 3.8 above
The Priory	Refurbishment of student toilets Reason: Support recommended for alternative bid	£53,000	£18,020	£0	Not supported	Whilst the scheme would provide a worthwhile improvement, it does not score highly against the criteria in 3.8 above
Poverest Primary	Replacement of external doors	£12,000	£6,000	£6,000	Supported	This scheme would provide a major curriculum enhancement at the school

School	Scheme	Total Cost	Seed Challenge Support Sought	Grant Awarded	Supported	Reason for Recommendation
Red Hill Primary	Creation of a covered walkway between remote Yr 4 building and main school. Will double as outside learning facility	£29,800	£14,900	£14,900	Supported	This scheme would provide a major curriculum enhancement at the school
Southborough Primary	Creation of new KS1 playground area and improvements to access pathways to rear of school	£21,700	£10,850	£10,850	Supported	This scheme would provide a major curriculum enhancement at the school
Southborough Primary	Installation of wireless IT system to serve whole school Reason: Low scoring submission/support recommended for alternative bid	£11,960	£5,980	£0	Not supported	This scheme is a lesser priority than the scheme submitted by the School that is recommended under this Programme.
St Mary Cray Primary	Refurbishment of Breakfast Club room	£6,600	£3,300	£3,300	Supported	This scheme would provide a major curriculum enhancement at the school
Unicorn Primary	Creation of outdoor learning area for Special Needs and extended community activities	£65,000	£32,500	£32,500	Supported	This scheme would provide a major curriculum enhancement at the school
Wickham Common Primary	Supply and Install automatic gate access for vehicles and pedestrians	£18,700	£9,350*	£9,350*	Supported	Scheme significantly enhances school security. Match-funded through School Security programme.
Wickham Common Primary	Introduction of dedicated activity play area for whole school within the under-used grassed areas Reason: Support recommended for alternative bid	£20,000	£10,000	£0	Not supported	This scheme is a lesser priority than the scheme submitted by the School that is recommended under this Programme.
		£1,093,596	£556,512	£387,422		
			Seed Challenge	£310,593		
			Security*	£76,829		
			Total Grant	£387,422		

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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:

CHANGES TO CENTRAL GOVERNMENT FUNDING FOR MUSIC EDUCATION

Reference Report:

CYP PDS 210212 Changes to Central Government Funding for Music Education

Decision:

That the publication of the Department for Education's National Plan for Music and the introduction of new funding arrangements to support music education be noted.

That the steps being taken by the Council and Bromley Youth Music Trust to secure funding under the new arrangements be endorsed.

That the reduction in the Bromley Youth Music Trust contract fee for 2012/13 and 2013/14 as a contribution towards overall savings that the Council is required to make following the Government's Comprehensive Spending Review of November 2010 be noted.

That the activity being undertaken by Bromley Youth Music Trust to secure funding to offset the impact of a reduction in the level of funding from the Council be noted.

Reasons:

The National Plan for Music Education was published by the Government on 25th November 2011. From 1st April 2012, music education will be provided through new music education hubs, which will deliver music education through a hub and spoke partnership model, bringing together local authorities and local music organisations, such as orchestras, choirs and other music groups to ensure that every child has a high quality music education, including the opportunity to learn to sing, to play an instrument and to play music with others.

From 1 August 2012, funding for music education will be routed to the new music education hubs following an open application process. As the provider of Bromley's music education service, Bromley Youth Music Trust has agreed to act as the lead partner in the Bromley Music Hub, and has formed the Music Education Partnership Group to provide the broad range of expertise and resource necessary to support the development of a submission to the Department for Education and the Arts Council for England by the deadline of 17th February 2012.

Following the Government's Comprehensive Spending Review of November 2010, the Bromley Youth Music Trust has been implementing a strategy to offset the impact of a reduction in the level of funding from the Council, including an increase in fees for lessons, group activities and services provided to schools, and is working with the newly-established Music Education Partnership Group to identify additional sources of funding, such as sold services.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 21st February 2012 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: 27 Feb 2012
Implementation Date (subject to call-in): 5 Mar 2012
Decision Reference: CYP12010

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:

SCHOOL TRAVEL PLANS

Reference Report:

CYP PDS 210212 Children's Travel to School

Decision:

That the School Travel Programme be noted.

Reasons:

The core objective of the School Travel Programme is to tackle congestion near schools and reduce journey times for all road users. The School Travel Programme links closely with road safety education, cycle training and safety around schools, working in conjunction with other initiatives to promote cycling, walking and public transport, and therefore making a contribution to improving the health of children and young people and a quality environment.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 21st February 2012 and the Committee supported the proposal.

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

Mark Bowen
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Date of Decision: 27 Feb 2012
Implementation Date (subject to call-in): 5 Mar 2012
Decision Reference: CYP12011

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:

CAPITAL MONITORING Q3 2011/12 AND ANNUAL CAPITAL REVIEW 2012 TO 2016

Reference Report:

CYP PDS 210212 Capital Programme Monitoring Q3 2011-12 and Annual Capital Review 2012-2016

Decision:

That the revised Capital Programme agreed by the Executive on 1st February 2012 be endorsed.

Reasons:

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.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 21st February 2012 and the Committee supported the proposal.

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

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Bromley BR1 3UH

Date of Decision: 27 Feb 2012
Implementation Date (subject to call-in): 5 Mar 2012
Decision Reference: CYP12012

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:

CYP PDS 210212 Membership of School Governing Bodies

Decision:

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

Edgebury Primary School	Mr David Benaron (Chislehurst)
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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 21st February 2012 and the Committee supported the proposal.

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

Mark Bowen
Director of Resources
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Stockwell Close
Bromley BR1 3UH

Date of Decision: 27 Feb 2012
Implementation Date (subject to call-in): 5 Mar 2012
Decision Reference: CYP12013

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:

PROPOSAL FOR APPOINTMENT OF LOCAL AUTHORITY GOVERNORS TO:

**A) ACADEMY GOVERNING BODIES; AND,
B) LOCAL AUTHORITY MAINTAINED SCHOOLS RECONSTITUTING UNDER
NEW REGULATIONS - SEPTEMBER 2012**

Reference Report:

CYP PDS 210212 Proposal for Appointment of Local Authority Governors

Decision:

To endorse the revised process relating to appointments of LA governors to governing bodies of:

- A) Academies;
- B) Local Authority maintained schools pending new regulations September 2012.

Reasons:

There is a need to establish the criteria for the appointment of Bromley Local Authority governors to former Bromley maintained schools which have converted or are converting to academies.

Section 38 of the Education Act proposes from September 2012 new constitutional regulations and new criteria for the appointment of LA governors of governing bodies of Local Authority maintained schools.

The proposal is to revise the current process in order to:

- support timely appointments which are approved by the schools and academies;
- retain and reaffirm the Local Authority commitment to supporting schools by appointing people committed to raising educational achievement who can contribute appropriate skills, experience and perspective;
- retain Local Authority governors in a high percentage of academies;
- retain a low level of vacancies for Local Authority governors in maintained schools.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 21st February 2012 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: 27 Feb 2012
Implementation Date (subject to call-in): 5 Mar 2012
Decision Reference: CYP12014

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:

OFSTED ANNUAL PERFORMANCE ASSESSMENT RATING OF BROMLEY'S CHILDREN AND YOUNG PEOPLE'S SERVICES 2011: IMPROVEMENT PLAN

Reference Report:

CYP PDS 210212 Ofsted APA Rating of Bromley's CYP Services 2011 Improvement Plan

Decision:

That the Improvement Plan be approved.

That progress made in addressing the areas for development highlighted by Ofsted following the 2011 Annual Performance Assessment be noted.

Reasons:

On Tuesday 8 November 2011, Ofsted published the outcome of the 2011 Annual Performance Assessment of Children's Services. Bromley's Children and Young People Services were awarded a rating of 'Level 3 Good - Performs Well'; a level that has been sustained for the last four years since 2008.

The Ofsted outcome report gave recognition to the performance and overall good standards achieved. Particular strengths were highlighted including the overall performance of Bromley schools, provision for vulnerable children particularly those with special educational needs and disabilities, and the Pupil Referral Service. The steady improvement achieved within Bromley's children's social care and safeguarding services was also acknowledged.

There were no areas requiring urgent action. However, Ofsted highlighted three main areas as requiring further improvement, all of which were being addressed as priorities within the Council's Children and Young People Portfolio Plan 2011/12-2012/13.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 21st February 2012 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: 27 Feb 2012
Implementation Date (subject to call-in): 5 Mar 2012
Decision Reference: CYP12015

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:

REVIEW OF PRIMARY SCHOOLS' DEVELOPMENT PLAN: OUTCOMES

Reference Report:

CYP PDS 210212 Review of Primary Schools' Development Plan Outcomes

Decision:

That the recommendations of the Primary School Development Plan Working Party be endorsed, taking into account the views of the PDS Committee, and the Director CYP be authorised to undertake consultation with schools and other key agencies on the proposed temporary and permanent expansion of places and to implement the proposals where feasible as set out below:

Planning Area 1 - Wards: Crystal Palace, Penge and Cator, Clock House

The Published Admission Number for Churchfields Primary School be increased from 30 to 60 places.

Malcolm Primary School increase its intake from 30 to 60 places for a further year.

St Anthony's Primary School be approached with a view to accommodating a temporary additional form of entry at reception.

Officers approach other schools in this planning area to consider the feasibility of admitting an additional form of entry, i.e. an additional 30 places in 2012 or 2013.

Planning Area 2 - Wards: Copers Cope, Kelsey and Eden Park

That the Local Authority pursue discussions with the Governors of Bromley Road Infant and Worsley Bridge Junior Schools regarding the future organisation of the two schools.

Planning Area 3 - Wards: Shortlands, West Wickham, Hayes and Coney Hall

Officers approach schools in this planning area to consider the feasibility of admitting an additional form of entry, i.e. an additional 30 places in 2012 or 2013.

Planning Area 4 - Wards: Bromley Town, Plaistow and Sundridge, Bickley

Valley Primary School increase its intake from 60 to 90 places for a further year.

The Published Admission Number for Parish Primary School be increased from 60 to 90.

The Local Authority to continue to discuss the feasibility of consolidating St George's CE Primary school to whole forms of entry.

Planning Area 5 - Wards: Bromley Common and Keston, Petts Wood and Knoll, Farnborough and Crofton

Southborough Primary School and Keston Primary Schools to be approached with a view to accommodating an extra form of entry, i.e. an additional 30 places on a temporary basis.

Planning Area 6 - Wards: Chislehurst, Mottingham, Chislehurst North

The Local Authority to continue to pursue discussions with the Governors and Diocese of Rochester regarding relocation and expansion of Chislehurst Church of England School.

Edgebury Primary School be approached with a view to accommodating an extra form of entry, i.e. an additional 30 places on a temporary basis for September 2013.

Planning Area 7 - Wards: Cray Valley West and Cray Valley East

Midfield and Leasons Primary School be approached with a view to one of the schools accommodating an extra form of entry, i.e. an additional 30 places on a temporary or permanent basis, dependent on local demand.

Planning Area 8 - Wards: Orpington, Chelsfield and Pratts Bottom

No current changes to school organisation or size in this planning area

Planning Area 9 - Wards: Biggin Hill and Darwin

No current changes to school organisation or size in this planning area.

Reasons:

The strategic planning of primary school places and school organisation in the Borough is driven through the Primary Schools' Development Plan. The Primary School Development Plan Working Party met on 5th January 2012 to review the Plan and consider pupil population projections which indicated a continuing demand for reception class places at current levels for the foreseeable future.

The birth-rate has continued to rise from 3400 in 2002 to 4100 in 2010 with a projected pupil roll at primary reception age of between 3600 and 3700 for the remainder of the decade. The working group concluded that there was likely to be a need for additional forms of entry across the Borough and, taking account of projections for each planning area and other local circumstances, is recommending that the additional capacity required is achieved by both temporary and permanent increases in admissions at a number of schools.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 21st February 2012 and the Committee supported the proposal.

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

Mark Bowen
Director of Resources
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Stockwell Close
Bromley BR1 3UH

Date of Decision: 27 Feb 2012
Implementation Date (subject to call-in): 5 Mar 2012
Decision Reference: CYP12016

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:

REVIEW OF THE RECRUITMENT AND RETENTION STRATEGY FOR CHILDREN'S SOCIAL WORK STAFF

Reference Report:

CYP PDS 210212 Review of the Recruitment and Retention Strategy for Children's Social Work Staff

Decision:

That the continued use of the strategy for recruitment and retention of children's social work staff for 2012/13 and 2013/14 be endorsed.

Reasons:

On 3rd February 2010, the Council's Executive agreed a recruitment and retention strategy and funding arrangement to improve the recruitment and retention of qualified Social Workers within two front line teams of Children's Social Care Services – Referral & Assessment and Safeguarding & Care Planning. This included an enhanced remuneration package, a 'grow our own' social worker scheme and the use of overseas recruitment.

The introduction of the recruitment and retention strategy has made a significant difference to Bromley's ability to recruit qualified staff. By 1st April 2010, the underlying vacancy rate for the front line teams (excluding the use of locum staff) was 40%. By 31 December 2011 the vacancy rate stood at 8%, with a further reduction expected.

The proposed decision was scrutinised by the Children and Young People PDS Committee on 21st February 2012 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: 27 Feb 2012
Implementation Date (subject to call-in): 5 Mar 2012
Decision Reference: CYP12017

Decision Maker:	Children and Young People Portfolio Holder
Date:	For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012
Decision Type:	Non-Urgent Executive Non-Key
Title:	AN UPDATE ON THE RECENT GOVERNMENT REFORM DEVELOPMENTS: INCLUDING THE ACADEMY PROGRAMME
Contact Officer:	Gillian Pearson, Director of 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

1. Reason for report

- 1.1 This report is the twelfth in a series of progress update reports since May 2010, from the Director of Children and Young People Services (Director CYP), on the policy developments within the Government's reform programme for education and wider children's services. The report also features an update on the academy programme, developments within Bromley and the strategic implications for the Council.

2. **RECOMMENDATION(S)**

- 2.1 **The Children and Young People Policy Development and Scrutiny (PDS) Committee is asked to consider:**
- (i) **the position for Bromley regarding the Academy Programme as at 1 March 2012, including the proposed conversion of Hillside Primary School as a Sponsored Academy in partnership with The Priory Secondary School;**
 - (ii) **updates on specific developments within the Government Reform Programme including: National Curriculum Review: Changes the to ICT Curriculum; Schools Inspection Framework: changes to the inspection process and judgement categories; Ending the Annual Ofsted Children's Services Assessment: Consultation; Raising the Participation Age (RPA) Regulations: Consultation; and Revised Statutory Guidance and Regulations for Exclusions from Schools and Pupil Referral Units: Consultation.**
- 2.2 **The Children and Young People Portfolio Holder is asked to consider the views of the CYP PDS Committee and to endorse the approach being taken by the Director CYP in response to the overall policy changes including local Academy developments.**
- 2.3 **The Children and Young People (CYP) Portfolio Holder is asked to consider the request from the Department for Education (DfE) for Bromley Council to formally endorse the proposal for Hillside Primary School to convert to academy status as a Sponsored Academy from September 2012, committing the Local Authority to indemnify the proposed academy for all costs and liabilities (section 5 of this report).**

Corporate Policy

1. Policy Status: Existing Policy: Children and Young People's Plan 2011-12
Building a Better Bromley
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 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
 2. Call-in: 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? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The Director of Children and Young People Services (CYP) has provided a series of report updates on the Government's reform agenda for education, schools and wider children's services at meetings of the CYP PDS Committee and the Portfolio Holder on: 20 July 2010 (DCYP10113), 7 September 2010 (DCYP10124), 30 November 2010 (DCYP10158), 24 January 2011 (DCYP11019), 22 February 2011 (DCYP11039), 15 March 2011 (DCYP11051), 3 May 2011 (DCYP11065), 14 July 2011 (DCYP11085), 6 September 2011 (DCP11101), 18 October 2011 (DCYP11116) and 24 January 2012 (DCYP12009). These reports have provided an overview of the policy direction and key areas for reform with a specific focus on the Academies programme and changes to school status within the Borough.
- 3.2 This report provides a further update on the Academy Programme within Bromley (Section 4) together with recent policy announcements on aspects of the Government's reform agenda for education and wider children's services (Section 5).

4. THE ACADEMY PROGRAMME

- 4.1 The Government's Academy Programme is underpinned by the Academy Act which received Royal Assent on 27 July 2010. Detailed updates on the national academy programme and the conversion profile within Bromley have been provided by the Director CYP through earlier reports (identified in paragraph 3.1 above).
- 4.2 At the start of the 2010/11 Academic Year, there were **95 maintained schools in Bromley** which included: **17 secondary, 74 primary phase and 4 special schools**. This broad spectrum of schools included Foundation, Trust, Community, Voluntary Aided and Voluntary Controlled. In addition, Bromley maintains a Pupil Referral Service (PRS). The overall pupil population across our school and PRS provision is currently **46,539 pupils (including post-16)**. Educational standards in Bromley and the outcomes achieved by children and young people across our schools, places the borough in the top quartile of overall performance nationally.
- 4.3 Below is the position in Bromley regarding academy conversion as at **1 March 2012**.

Overall Summary

Type	Converted		Conversion in Progress		Potential Conversion		Maintained		Total	
Secondary	15	88%	2	12%	0	0%	0	0%	17	100%
Primary	12	16%	2	3%	2	3%	58	78%	74	100%
Special	0	0%	0	0%	0	0%	4	100%	4	100%
Total	27	28%	4	4%	2	2%	62	66%	95	100%

- 4.4 **Appendix 1** provides an overview of individual schools that have converted to academy status, those in the process of conversion and those schools which have withdrawn from conversion.

- 4.5 Since the last report from the Director CYP to the PDS Committee and the CYP Portfolio Holder on 24 January 2012, there have been a number of developments:
- (i) **The Priory School** has been formally issued with an Academy Order by the Secretary of State on 15 February 2012 with a planned conversion date of 1 May 2012;
 - (ii) **St James' RC Primary School** has been formally issued with an Academy Order by the Secretary of State on 10 February 2012 with a planned conversion date of 1 April 2012. The Commercial Transfer Agreement is currently being progressed with no issues expected under their status as a Foundation School. The Archdiocese of Southwark has levied a charge against the school as a financial contribution for the assistance provided during the conversion process;
 - (iii) **Hillside Primary School** will be converting to academy status under a sponsored conversion route, with The Priory acting as the sponsor partner following formal discussion including the DfE, Local Authority and governors. The Expression of Interest document, the first stage of the sponsored conversion process, is in progress; with the conversion target date of 1 September 2012. Given the projected deficit for the school at the point of conversion as a sponsored Academy, the Council will be liable for the deficit on conversion;
 - (iv) **Tubbenden Primary School** has converted to academy status on 1 March 2012.
 - (v) **Crofton Infant School** has formally notified the Director CYP on 5 January 2012 of its decision to consult on possible conversion to academy status, with consultation documents published on the school website on 7 February 2012;
 - (vi) The governing bodies of four primary schools have advised the Director CYP of their intention to remain with LA maintained status.
- 4.6 Bromley continues to demonstrate high volumes of academy conversions when compared to the national and regional picture. Bromley has the highest number of academy conversions in the London region and is in the top ten nationally. The conversions in Bromley reflect a number of factors: the overall high performance of schools in Bromley and the percentage that are graded by Ofsted as 'Outstanding' or 'Good with Outstanding Features' and where there is strong leadership and governance; Bromley has a relatively high proportion of Foundation status schools (formerly Grant Maintained); the number of Head Teachers who are accredited National Leaders in Education (NLE) or Local Leaders in Education (LLE) (a total of 20); and the autonomy and additional funding offered by academy status.

5. HILLSIDE PRIMARY SCHOOL

- 5.1 Hillside primary School has been the subject of discussions initiated by the DfE as a target school for Sponsored Academy conversion. Following discussion with the Director CYP, it was agreed to determine a potential academy conversion route for the primary school through a linked partnership conversion with The Priory Secondary School. There could be significant benefits of a partnership arrangement, given that both schools are in close proximity and provide a framework of education for children aged 5-18 in the east of the Borough.
- 5.2 Discussions involving the Head Teacher and Governors of both The Priory and Hillside Primary School, supported by the Local Authority and DfE senior representatives, culminated in agreement in principle by all parties that this would represent a very strong way forward – subject of course to Members' consideration and endorsement.
- 5.3 On 7 December 2011, the governors of Hillside Primary School formally resolved to pursue conversion to academy status as Sponsored Academy in partnership with The Priory.

- 5.4 On 11 January 2012, the DfE wrote to the Chairman of Governors, Hillside Primary School, copied to the Director CYP and the Head Teacher/Governors of The Priory, confirming that Ministerial approval had been given to the proposal to convert as a Sponsored Academy in partnership with the Priory School and instructing the Governors to proceed to the Expression of Interest stage of the conversion process. The DfE proposed conversion date is 1 September 2012.
- 5.5 As a Sponsored Primary Academy, the Department for Education requires an Expression of Interest form to be completed by all relevant parties, including the Local Authority. The Expression of Interest form asks the Local Authority to formally agree to the proposal. In doing so, the Local Authority is legally bound to:
- (i) indemnify the new Academy Trust for all costs and liabilities which relate to the period prior to the date when the academy opens, including costs arising from equal pay claims;
 - (ii) be responsible for all costs and liabilities arising from any staff restructuring relating to the predecessor school operating at a deficit and/or being overstaffed and/or offering fewer places and other non-relevant scenario's, subject to the Academy Trust consulting the Local Authority;
 - (iii) be responsible for 50% of costs and liabilities associated with any staff restructuring where it does not relate to the criteria outlined in 5.4 (ii) with the Department for Education responsible for the remaining balance.
- 5.6 The projected deficit for the school at the point of conversion is estimated to be £90,000. As a Local Authority maintained school, this deficit will fall on the Council, but to be funded from Dedicated Schools Grant. The Director CYP and Head of Finance, with the endorsement from the Schools Forum and with approval from the Portfolio Holder CYP, made provision within the DSG 2011/12 and proposed again for 2012/13, to assist with the associated costs and financial liabilities of any DfE Secretary of State determined Sponsored Academy conversion. The costs relating to Hillside Primary deficit position would be drawn from that DSG contingency.
- 5.7 The Expression of Interest form is ready for completion by the Local Authority, subject to formal approval from the Children and Young People Portfolio Holder. The Portfolio Holder is asked to formally agree to the proposal for Hillside Primary to convert as a sponsored academy in partnership with The Priory. If approval were not granted, it is likely that the Secretary of State will pursue academy conversion for Hillside Primary via direction. In doing so, the Local Authority will still remain liable for any costs and liabilities arising from the conversion but are likely to have less influence in the development of the sponsorship arrangements for the school.

6. WIDER REFORM AGENDA: RECENT POLICY ANNOUNCEMENTS

6.1 National Curriculum Review: Changes the to ICT Curriculum

- (i) The Government have announced (11 January 2012) that the existing ICT curriculum is being replaced by new courses of study in Computer Science from September 2012.
- (ii) A consultation on the proposal to disapply the National Curriculum Programme of Study, and associated Attainment Targets and statutory assessment arrangements, for Information and Communication Technology from September 2012 was launched on 19 January 2012, for 12 weeks, and will close on 11 April.
- (iii) The Government propose that, while ICT will continue as a subject within the National Curriculum (pending the outcomes of the Government's review of the National Curriculum in England), schools and teachers will have much more freedom in how to teach it.

6.2 **Schools Inspection Framework: changes to the inspection process and judgement categories**

Changes to the inspection process

- (iv) The Office for Standards in Education, Children's Services and Skills (Ofsted) announced on 10 January 2012 that it intends to introduce no-notice inspections for all regular school inspections from September 2012.
- (v) Ofsted already undertakes unannounced inspections in a number of circumstances, including where concerns are raised about a school and for some satisfactory schools that do not show enough capacity to improve.
- (vi) The details of how the changes will work will form part of a wider consultation by Ofsted on the future of inspection that will be announced during January/February 2012.

Changes to judgement categories

- (vii) The Office for Standards in Education, Children's Services and Skills (Ofsted) announced on 16 January 2012 that it intends to remove the 'satisfactory' and 'notice to improve' judgements for schools inspections.
- (viii) The move is designed to tackle the number of schools that have remained 'satisfactory' over a number of inspections. The proposals, which will be subject to consultation, would mean that any school that does not provide a good standard of education (i.e. those who are currently judged as 'satisfactory' or 'notice to improve') will be given a new "requires improvement" grade.
- (ix) No schools will be allowed to remain in the category of "requires improvement" for more than three years. Under the proposals, schools judged in this new category would be subject to earlier re-inspection, within 12-18 months, rather than up to three years as at the moment. Schools will be given up to two inspections within that three year period to demonstrate improvement. Any school failing to do so will then require special measures; there are 11 Bromley schools in this category.

6.3 **Ending the Annual Ofsted Children's Services Assessment: Consultation**

- (x) In December 2010 the Government announced that it intends to end the children's services annual rating process as soon as a suitable legislative opportunity can be identified. On 23 January 2012 the Government launched a consultation on proposals to repeal the Ofsted annual Children's Services Assessment.
- (xi) The proposals relate to the repeal of section 138 of the Education and Inspections Act 2006: the requirement on Her Majesty's Chief Inspector of Education, Children's Services and Skills, to conduct an annual rating of local authority children's services. The Government intends that the proposed changes to legislation are made through a Legislative Reform Order under the Legislative and Regulatory Reform Act 2006, and subject to the outcome of consultation, the changes are implemented from Summer 2012.
- (xii) The closing date for the consultation is 18 March 2012.

6.4 **Raising the Participation Age (RPA) Regulations: Consultation**

- (xiii) The Education and Skills Act 2008 sets out that from 2015, all young people (16 and 17 year-olds) will be required to participate in education or training. This change is happening in two phases:
 - From summer 2013 all young people will be required to participate in education or training until the end of the academic year in which they turn 17.
 - From summer 2015 onwards until their 18th birthday.

- (xiv) The Coalition Government has committed to achieving this and has secured the funding to provide a place in learning for all 16 and 17 year-olds. This does not necessarily mean that young people have to stay at school – instead they will be able to participate through three options:
 - Full-time education - whether at a school, college or otherwise.
 - An Apprenticeship.
 - Working full-time (for 20 hours or over per week and for at least eight weeks) and undertaking part-time study alongside (for the equivalent of a day a week).
- (xv) The Government's strategy to increase participation (report DCYP12009) sets out the policies to support the commitment to full participation of 16 and 17 year-olds in education and training, and how the Government will maximise participation in education, training and work by 18 to 24 year-olds.
- (xvi) The Government started a consultation (20 January 2012) on elements of how that strategy will work in practice - by consulting on how to clarify some aspects of Raising the Participation Age delivery in regulations. The consultation is seeking views on the policy approach that will be implemented via the regulations, not the draft regulations themselves. It particular focuses on the details of policy propositions around the three options of participation.
- (xvii) The Government intend to give concise statutory guidance to local authorities in 2012, once the consultation has allowed for a sharing of views and the Government has been able to take those on board. The regulations themselves will not be made until early 2013.
- (xviii) The closing date for the consultation is Friday 13 April 2012.

6.5 Revised Statutory Guidance and Regulations for Exclusions from Schools and Pupil Referral Units: Consultation

- (xix) The Government published (16 December 2011) revised exclusion guidance which reflects the new provisions as enacted by section 4 (not yet in force) of the Education Act 2011 (report DCYP12009).
- (xx) These provisions will change the process by which the decision of a governing body to uphold a permanent exclusion can be challenged:
 - The current system of independent appeal panels will be replaced by independent review panels which will have different powers and increased access to expertise on special educational needs.
 - Parents will also be able to apply to the First-tier Tribunal (Special Educational Needs and Disability) to hear cases alleging disability discrimination. This is in addition to their current right to apply to a County Court to hear other cases of discrimination under the Equality Act 2010.
- (xxi) The revised guidance seeks to make the processes clearer by:
 - Identifying who each section applies to;
 - Clarifying the separation between legislative duties/powers and statutory guidance; and
 - Only providing statutory guidance where it is necessary to ensure a duty or power is exercised effectively.
- (xxii) The regulations that accompany this consultation will only apply to maintained schools.

- (xxiii) The regulations covering pupil referral units will mirror these regulations. The consultation also seeks views on the application of regulations to Academies. It is the intention, however, to create regulations for Academies that mirror those for maintained schools.
- (xxiv) The final version of the guidance, incorporating comments from this consultation will be published in summer 2012, and new regulations will be laid at the start of April 2012 to commence from September 2012.
- (xxv) The consultation period closed on 17 February 2012.

7. POLICY IMPLICATIONS

- 7.1 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.

8. FINANCIAL IMPLICATIONS

- 8.1 Detail on financial implications was provided in Report DCYP12009 at the 24 January 2012 CYP PDS meeting. There are no updates to this information.

9. LEGAL IMPLICATIONS

- 9.1 Detail on legal implications was provided in Report DCYP11085 at the 14 July 2011 CYP PDS meeting. There are no updates to this information.

10. PERSONNEL IMPLICATIONS

- 10.1 Detail on personnel implications was provided in Report DCYP11085 at the 14 July 2011 CYP PDS meeting. There are no updates to this information.

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	Previous Director CYP Reports: The Government’s Reform Agenda: Education and Children’s Services: 20 July 2010 : DCYP10113 7 September 2010 : DCYP10124 30 November 2010 : DCYP10158 24 July 2011 : DCYP11019 22 February 2011 : DCYP11039 15 March 2011 : DCYP11051 3 May 2011 : DCYP11065 14 July 2011 : DCYP11085 6 September 2011 : DCYP11101 18 October 2011 : DCYP11116 24 January 2012 : DCYP12009 Department for Education: Academy Website www.education.gov.uk/academies The Academies Act 2010 The Education Act 2011

TABLE A: Secondary Schools that have Converted

	SECONDARY SCHOOLS	POSITION	TIMESCALE
1	Kemnal Technology College	Conversion	1 September 2010
2	Darrick Wood Secondary School	Conversion	1 December 2010
3	Beaverwood School for Girls	Conversion	1 March 2011
4	Bishop Justus CE Secondary School	Conversion	1 March 2011
5	Coopers Technology College	Conversion	1 March 2011
6	Charles Darwin School	Conversion	1 April 2011
7	Hayes School (Secondary)	Conversion	1 April 2011
8	Langley Park School for Boys	Conversion	1 April 2011
9	Newstead Wood School for Girls	Conversion	1 April 2011
10	Ravens Wood School	Conversion	1 April 2011
11	The Ravensbourne School	Conversion	1 April 2011
12	Bullers Wood School	Conversion	1 May 2011
13	Langley Park School for Girls	Conversion	1 August 2011
14	Kelsey Park Sports College (Harris Academy Beckenham)	Conversion	1 September 2011
15	Cator Park Schools (Harris Academy Bromley)	Conversion	1 September 2011

TABLE B: Primary Schools that have Converted

	PRIMARY SCHOOLS	POSITION	TIMESCALE
1	Hayes Primary School	Conversion	1 July 2011
2	Warren Road Primary School	Conversion	1 July 2011
3	Balgowan Primary School	Conversion	1 August 2011
4	Biggin Hill Primary School	Conversion	1 August 2011
5	Darrick Wood Infant School and Nursery	Conversion	1 August 2011
6	Green Street Green Primary School	Conversion	1 August 2011
7	Pickhurst Infant School	Conversion	1 August 2011
8	Pickhurst Junior School	Conversion	1 August 2011
9	Stewart Fleming Primary School	Conversion	1 August 2011
10	Valley Primary School	Conversion	1 August 2011
11	Crofton Junior School	Conversion	1 December 2011
12	Tubbenden Primary School	Conversion	1 March 2012

TABLE C: Secondary Schools Seeking Conversion

	SECONDARY SCHOOLS	POSITION	TIMESCALE
1	St Olave's Grammar School	Notification to Local Authority (October 2010). Conversion approval 'on hold' pending resolution of governance composition between the Diocese of Rochester, the School and the Department for Education.	TBC
2	The Priory School	Application to Convert – 18 May 2011 Notification to Director CYP, via meeting on 30 November 2011, of governors' decision to pursue academy status. LA receipt of Secretary of State Academy Order – 15 February 2012 Confirmation from DfE that Priory will be the sponsor partner of Hillside Primary School for their conversion to academy status. Request to Priory and LA to complete Expression of Interest to support the sponsored conversion – 30 January 2012	1 May 2012

TABLE D: Primary Schools Seeking Conversion

	PRIMARY SCHOOLS	POSITION	TIMESCALE
1	St James' RC Primary School	Notification of intention to convert, with Diocesan endorsement, to Director CYP – 11 November 2011. LA receipt of Secretary of State Academy Order – 10 February 2012	1 April 2012
2	Hillside Primary School	Governing Body resolution to convert in a trust relationship with The Priory – 7 December 2011 Confirmation from DfE that Hillside will convert to academy status under a sponsored conversion, with The Priory acting as the sponsor partner. Request to Priory and LA to complete Expression of Interest to support the sponsored conversion – 30 January 2012	1 September 2012
3	Crofton Infant School	Formal notification to Director CYP on 5 January 2012 that the Governing Body has agreed to commence consultation on possible conversion to academy status. Consultation documents published on school website 7 February 2012, with decision expected early in summer term.	TBC
4	Highfield Junior School	Confirmation of Registering Interest with DfE – 20 May 2011	TBC

TABLE E: Schools that have notified the LA of withdrawal from Pursuit of Academy Conversion

	PRIMARY SCHOOLS	POSITION	TIMESCALE
1	Darrick Wood Junior School	Application to DfE – 24 May 2011. Confirmation withdrawal of application – 12 July 2011	N/A
2	Parish CE Primary School	Application to DfE – May 2011. Confirmation withdrawal of application – 7 September 2011	N/A
3	Keston CE Primary School	Application to DfE – 9 May 2011. Confirmation withdrawal of application – 18 November 2011	N/A
4	Raglan Primary School	Application to DfE – 20 May 2011. Confirmation withdrawal of application – 18 January 2012	N/A

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Report No.
DCYP12041

London Borough of Bromley

PART ONE - PUBLIC

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

Date: **For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012**

Decision Type: Non-Urgent Executive Non-Key

TITLE: STANDARDS OF ATTAINMENT IN BROMLEY SCHOOLS 2011

Contact Officer: Sue Mordecai, Head of Learning
Tel: 020 8461 6236 E-mail: sue.mordecai@bromley.gov.uk

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

Ward: Boroughwide

1. Reason for report

- 1.1 Children and Young People Services reports annually on the standards of attainment and quality of provision in Bromley schools. The report is based on an analysis of recently published National Curriculum assessments and Summer 2011 GCSE/GCE examination results. The report also provides a summary of the outcomes following Ofsted inspection of schools and the Annual Report from the Standing Advisory Council for Religious Education with examination analysis of Religious Education.

2. **RECOMMENDATION(S)**

2.1 **The Portfolio Holder for Children and Young People is asked to:**

- (i) **consider the annual report on the standards of attainment and quality of provision in Bromley schools;**
- (ii) **approve the priorities for the Local Authority's school improvement strategy for the next academic year 2012-2013.**

Corporate Policy

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

Financial

1. Cost of proposal: Within existing resources and grant funding.
 2. Ongoing costs: N/A
 3. Budget head/performance centre: Learning and Achievement Services
 4. Total current budget for this head: £2,556k
 5. Source of funding: The approved service budget is funded from Council Revenue, Dedicated Schools Grant and sold services to schools.
-

Staff

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

Legal

1. Legal Requirement: Statutory requirement: The LA has a number of statutory duties to secure school improvement and to meet the statutory targets with respect to attainment of children and young people
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - 47,000 children and young people in 95 schools and other education settings (e.g. PRS).
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 This report highlights the standards achieved in Bromley schools during the academic year September 2010 to July 2011. The analysis has been used to identify priorities for support to schools, additional challenge and where necessary intervention to secure improvement. This report draws from the results of teacher assessment undertaken at the end of the reception year and Key Stage 1, National Curriculum tests conducted at the end of Key Stage 2 and GCSE and GCE A-level examinations (**Appendix 1**). The report also summarises the outcomes from the Ofsted inspections of Bromley schools since January 2011 and includes the Annual Report for the Standing Advisory Council for Religious Education (SACRE) (**Appendix 2**).

SUMMARY OF ACHIEVEMENTS

3.2 Early Years Foundation Stage (5 year olds) (Appendix 1, Table 1)

At Early Years Foundation Stage children are assessed across 6 areas of learning, these being: personal, social and emotional development, communication, language and literacy, problem solving, reasoning and numeracy, physical development, knowledge and understanding of the world, and creative development. Assessments are determined through teachers' professional judgements which are moderated across all schools; there are no set tasks or tests.

Performance against the National Indicator 72 (78 points or more and 6 points in each of Personal, Social & Emotional Development and Communication, Language & Literacy) shows a 4% point improvement on 2010 compared with a 3% improvement nationally. However, the overall outcomes of the Early Years Foundation Stage for Bromley are 1% below the National Average. Dispositions and Attitudes declined by 1%, Reading has declined by 2% and Numbers by 3%. The gap between those who are eligible for Free School Meals (FSM) and Non FSM is 24% an increase of 2% from 2010. The gap nationally is 20%. Support for EYFS is a priority for 2012/2013

3.3 Key Stage 1 (7 year olds) (Appendix 1, Table 2)

Across Key Stage 1 teacher assessments, Bromley's performance remains above the national average. At Level 2+ for Reading there was an increase of 2% point on the 2010 results compared with a 3% decrease nationally. Writing remained the same both at Local Authority level and nationally for three consecutive years and Bromley is 2% above the national average. Mathematics increased by 1% as did the national average and Bromley remains 1% ahead of the national average. At Level 3+ there was a 2% increase in reading whilst writing remained the same. Nationally there was no change. In mathematics there was a 2% increase. Bromley's figures are above the national figures by between 1 and 2% points.

At Level 2+ in Reading the gap between those on FSM compared with Non FSM is 16%, an increase of 1%. Nationally the gap is 15%. In writing the gap is 21% compared with 18% nationally, which represents a 1% increase from 2010. In maths the gap is 13% compared with 9% in 2010. The gap nationally is 11%.

3.4 Key Stage 2 (11 year olds) (Appendix 1, Table 3)

The overall performance at Key Stage 2 in Bromley remains above the national average at Level 4+ in all subjects and there is an increase of between 1% and 5%. In English 86% gained a Level 4 compared with 81% nationally and this is a 2% increase from 2010. In writing 81% gained a Level 4+ which is an increase of 5% from 2010. In reading there was a 1% increase to 88%. In mathematics 84% gained a Level 4+ compared with 80% nationally. In English and mathematics combined 79% gained a Level 4+ compared with 74% nationally. Bromley has increased its performance in all areas at Level 4+ compared with a more static picture nationally.

At Level 5 English decreased by 2% compared with 4% nationally whilst mathematics increased by 2% compared with a 1% increase nationally. English and mathematics combined decreased by 1% which is the same nationally.

At Key Stage 2 Level 4+ girls continue to outperform boys in English and mathematics by 9% and 3% respectively compared with 10% and 1% in 2010. Nationally in 2011 girls outperform boys in English by 7%, however there is no gap for mathematics.

At Level 4+ English and mathematics combined the gap for pupils eligible for FSM has closed from 21% in 2010 to 18% in 2011 which is 2% below the national figure.

The National floor target for Level 4+ in English and Mathematics combined is 60%: The number of schools in Bromley below this target is 6 compared with 12 schools in 2010.

Overall, Bromley's Key Stage 2 results are consistently above the national average, but there still remains a wide range of achievement across Bromley primary schools and there are a small number of schools where sustainable improvement is not yet achieved. Each of these schools is categorised as a cause for concern and subject to an agreed improvement plan.

3.5 Key Stage 4 (16 year olds) (Appendix 1, Table 4)

In 2011 Key Stage 4 performance improved further. The 2011 average for the percentage 5+A*-C including English and mathematics is 67% compared with 58% nationally which is a 2% increase on 2010 compared with a 3% increase nationally. Girls continue to outperform boys by 4%. The gap nationally is 6.5%

The percentage of pupils gaining 5+ A*-C including English and Mathematics who are eligible for Free Schools Meals in Bromley is 43% compared with 69% Non FSM – a gap of 26% compared with a gap of 35% in 2010 and 27% nationally. The closing of this gap remains a priority for 2012.

The percentage of pupils making the expected 3+ levels of progress from Key Stage 2 to Key Stage 4 in English is 80% locally compared with 71% nationally. The percentage of pupils making the expected 3+ levels of progress from Key Stage 2 to Key Stage 4 in Mathematics is 73% locally compared with 64% nationally.

There are no secondary schools in the Borough below the DFE floor target (35% 5A*-C including English and Mathematics). Most Bromley schools continue to remain high performing at Key Stage 4.

3.6 The English Baccalaureate (EBac) KS4

The Secretary of State for Education introduced the EBac comparison of schools as part of the 2010 National performance tables. There is no requirement on schools to teach to EBac as part of the statutory National Curriculum or for pupils in Year 9 to choose to study EBac qualifications. 15.4% of pupils nationally achieved this benchmark while 22.3% achieved this in Bromley.

3.7 Post-16 Advanced Level Achievement (Level 3)

The Local Authority has a strategic responsibility for the Level 3 curriculum and its performance across both school/academies and FE colleges and the published performance on which Bromley is judged includes Bromley College of FE and HE.

High performance at Level 3 is dependent upon excellence in teaching and learning; a Bromley-wide curriculum which is broad, balanced and meets the needs and aspirations of young people and, impartial information, advice and guidance on the best choice and location of Post-16 study. Ofsted Inspection shows that there is no provision for post-16 in schools or colleges which is less than satisfactory and 81% of school sixth forms are judged to be Good or Outstanding.

The DfE Performance Table for Level 3 (Advanced Level) Post-16 Attainment and Achievement includes achievement in traditional A-Levels and all other equivalent Level 3 qualifications, for example BTEC National. In 2011 the Bromley average point score per examination at 216 was above the national average (213) for all maintained schools and colleges. The Bromley average point score per student at 738 was above the National average (728) for all maintained schools and colleges.

Attainment of Level 2 by age 19 (the equivalent of 5 GCSEs at Grade C) at 94.3% is above the national average of 93.3%. Attainment of Level 3 by 19 (the equivalent of 2 Good A Level passes) is 82% and is above the national average of 80.9%. The attainment gap at 19 for young people on free school meals has narrowed at Level 2 and Level 3 and is narrower than the national averages.

From 2013 under the 'Raising of the Participation Age Strategy', the first year-group of young people will be expected to stay on in school, FE College or employment with training until the age of 17 (i.e. the end of Year 12). Up-to-date statistics for Bromley LA on the current participation rates are still awaited. For 2 years, the Bromley 14-19 Partnership has been engaged with schools and colleges on a strategy to prepare for this whether through improved information, advice and guidance or through curriculum improvement to ensure that young people are attracted to remain in education.

3.8 Young People 16-19 Not in Education Employment or Training

The final 16-18 Not In Education Employment and Training (NEET) performance for 2011-12 was 5.2%. This was slightly below the annual target of 4%.

The increase has arisen following the decommissioning of a contract to provide the Connexions general Information Advice and Guidance (IAG) Service. In July 2011, to contribute towards overall savings that Bromley Council has been required to make in response to Central Government's Comprehensive Spending Review, the Council took the decision to cap funding for a contract commissioned by the Royal Borough of Kingston on behalf of a consortium of six south London Boroughs to provide Connexions general IAG services. This contract also entailed the collection of information about young people's education, employment and training (EET) status (their destination) after the end of their Year 11 for reporting to the Department for Education. This latter function is a requirement on Local

Authorities to track young people's participation in learning under section 68 (4) of the 2008 Education and Skills Act.

Each year, as of 1st September, the destination recorded by DfE of all young people in education, employment and training "expires" leading to a seasonal increase in the number whose destination is reported as 'unknown' pending the updating of their reported EET status with information collection from schools, academies and colleges. Under a DfE statistical adjustment, a percentage of young people whose destination is reported as 'unknown' are also assumed to be in the NEET group. Local Authorities rely on the co-operation of schools, academies and colleges to identify students entering years 12, 13 and 14. In the past this tracking function involved the collection of data by Personal Advisers employed to work within the schools, academies and colleges via the Connexions general IAG contract. Following the termination of the IAG contract Head Teachers and the College Principal were written to early in the Autumn Term to request that they provide the relevant data directly to the Local Authority. A small minority of institutions have not co-operated with this request and this has resulted in an increase in the number of young people whose destination has been reported as "unknown" and a subsequent increase in the numbers who are assumed to be NEET.

Changes to the 16-18 year cohort classification made in 2011 have also contributed to an increased NEET figure for Bromley:

- (a) The 16-18 Yr cohort is now based on Academic Year Group rather than actual ages of 16, 17 and 18 with some 19 yrs are now included in the cohort, some of whom are NEET.
- (b) The 16 -18 yr cohort is now based on residency rather than educational establishment. Some of those students who have attended schools outside the borough have not been tracked for several years and their destination is 'unknown' or they are tracked and discovered to be NEET.

To remedy this situation, officers from Children and Young People Service are working with our Schools, Colleges and Academies to improve data sharing arrangements. Additionally, through a six borough shared service arrangement organised on behalf of the Authorities by the Royal Borough of Kingston a 'destination tracking team' has been established to focus solely on collecting the information required. This team is actively following up students who have been reported as having an 'unknown' EET status.

In order to provide support to the increasing number of young people who are identified as actually in the NEET group and to work on moving young people into EET the Bromley Targeted Youth Support Programme staff are case loaded with referrals from the destination tracking team and from key partners to provide additional 1-1 and group work support.

3.9 **Statistical Neighbours (Appendix 1: Tables 6a-f)**

At the Early Years Foundation Stage, Bromley has achieved 58% reaching National Indicator 72 (percentage of children achieving 78 points or more including at least 6 points in Personal, Social and Emotional Development and Communication, Language and Literacy); 5 statistical neighbours are above Bromley with 5 the same as or below Bromley.

At Key Stage 1, Bromley is above the national and outer London averages in all subjects, at the expected and higher levels. However in all subjects at Level 2+ there are 6 statistical neighbours above Bromley with 4 the same or below. It is similar at Level 3.

At Key Stage 2, Bromley is again above the national averages in all subjects, at the expected and higher levels. At Level 4+ in English 3 statistical neighbours are above Bromley whilst 7 are the same as or below Bromley. It is a similar for mathematics. At Level 5 in English and mathematics only one statistical neighbour is above Bromley which is the same for progress in English. Two statistical neighbours have better progress measures for mathematics

At Key Stage 4, Bromley is also above the national and outer London averages in all indicators. When compared with statistical neighbours, Bromley is ranked third out of 11 local authorities with similar characteristics in the 5 A*-C measure and third out of 11 in terms of 5A*-C including English and mathematics. There are 3 statistical neighbours above Bromley from the EBac.

At GCE A Level Bromley has dropped to 7th out of 11 compared with statistical neighbours.

3.10 Vulnerable Groups (Appendix 1: Tables 7a-c)

For pupils from *minority ethnic backgrounds* (Appendix 1, Table 7a), there is a significant improvement performance across the groups compared with 2010, with some performing well above the national average. Some of the groups have very small numbers of pupils, which can significantly affect the results and make year on year comparisons inappropriate.

At Key Stage 2 L4+ in English the pupils performing significantly below the national average include Pakistani and Black-Other. At Key Stage 2 L4+ in mathematics, those below the national average include Mixed – White and Black African, Mixed-White and Black Caribbean, Pakistani, Black African, Black Caribbean and Black Other.

The 2011 data for Key Stage 4 for pupils from minority ethnic backgrounds will be available at the end of March 2012.

Pupils with *Special Educational Needs* do perform less well than their peers at all Key Stages and subjects (Appendix 1, Table 7b). At Key Stage 1 the results for those pupils on School Action improved in mathematics and science but dropped in reading and writing. The results for those pupils on School Action Plus improved significantly in reading, writing and science but remained the same for mathematics. Statemented pupils made significant improvements in all subjects with a 9% increase in reading. At Key Stage 2, the results for those pupils at School Action in English decreased whilst mathematics and science increased. For School Action Plus and statemented pupils results increased for English but decreased in mathematics for School Action Plus and remained the same for statemented pupils. At Key Stage 4, the results for pupils at School Action, School Action Plus and those who are statemented increased in the main indicators.

For those pupils who are Looked After (Appendix 1, Table 7c), at Key Stage 2. 50% achieved the expected level in English and 40% in mathematics. It should be noted that the Year 6 cohort was made up of just 10 pupils and in both English and mathematics 60% of pupils achieved two or more levels of progress. The proportion of looked after pupils gaining 5+A*-C grades including English and mathematics at key Stage 4 was 8.6%. This was disappointing but should be seen in the context of the small size of the cohort – 35 pupils- and the remarkably high number of pupils in that cohort with identified SEN (82%), including 18 young people – 51% - with statements.

3.11 Inspections under the new Ofsted Framework September 2010 to December 2011

Of the Bromley schools inspected under the (2009 Revised) Inspection Framework overall effectiveness was judged as follows:

Primary (44): 5 Outstanding; 21 Good; 16 Satisfactory; 1 was given a Notice to Improve and 1 was subject to Special Measures.

Secondary (6): 3 Outstanding; 2 Good; 1 Satisfactory

Special (1): 1 Outstanding

3.12 Analysis of Current Ofsted Inspection Judgements under old and revised frameworks

Bromley continues to have a high proportion of schools judged Good or Outstanding; 27 schools are Outstanding, 40 Good, 23 Satisfactory and 1 with a Notice to Improve, 1 in Special Measures. 10 schools received letters from Ofsted in April 2011 informing them that they will not be inspected again until at least September 2012. These schools have all been judged Outstanding or Good in previous inspections.

3.13 Bromley Standing Advisory Council on Religious Education (SACRE) Annual Report

Every Local Authority is required to have a SACRE which is made up of four groups, Faith representatives, The Church of England, Teachers and Councillors. The committee should reflect the make up of the community. A SACRE's main function, as set out in the 1996 Education Act, is to advise the local education authority upon such matters connected with religious worship in county schools and the religious education to be given in accordance with the agreed syllabus as the authority may refer to the council or the council may see fit (s.391(1)(a)). A SACRE can also require the local authority to review its current agreed syllabus for RE (s.391(3)) and must consider applications made by a head teacher to alter the requirement for collective worship in his/her school to be wholly or mainly of a broadly Christian character for some or all of the pupils in that school (a 'determination') (s.394(1)).

The content of a SACRE's annual report (**Appendix 2**) should, as a minimum, indicate how each of the functions has been discharged during the reporting year. Such a report can inform developments in RE and collective worship, both locally and nationally, and can be a highly effective engine for school improvement. The attached report uses the section headings of the Ofsted SACRE self-evaluation guidance to capture information on aspects of SACRE work. The Bromley SACRE annual report also provides information about the way in which RE contributes to the number of pupils gaining five or more A*-C grades at GCSE. It also includes the development plan for the year and a table of the self evaluation outcome of the SACRE.

3.14 Local Priorities

The detailed analysis outlined above contributes to the annual review of the Children and Young People's Plan within the Children and Young People Service. In addition to continuing to challenge, support and intervention as necessary in schools to achieve sustainable improvement, there will be specific focus to address:

- improving outcomes for all children at all Key Stages and closing the gap for those pupils who are eligible for Free School Meals.
- Improving outcomes for children in the Early Years Foundation Stage.

4. POLICY IMPLICATIONS

4.1 The Children and Young People’s Plan highlights as a main aim raising the educational standards in Bromley schools. This report highlights strengths and areas for development in Bromley and in so doing will contribute to the amendments to Children and Young People’s Plan currently being prepared.

5. FINANCIAL IMPLICATIONS

5.1 None arising from this report.

6. LEGAL IMPLICATIONS

6.1 The Council has a statutory duty to provide support and challenge to schools (Education and Inspection Act 2006) in order to raise attainment and to intervene in schools causing concern in line with the guidance given in the Council’s policy approved by the Children and Young People Portfolio Holder on 11 November 2005 (DE05139).

Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	Children and Young People’s Plan 2011-12 Building a Better Bromley 2006-09 (Corporate Brochure)

Standards of Attainment in Bromley Schools 2011

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Summary of Results - All Key Stages

Summary of Results for all Key Stages and Post-16 (national results shown in brackets)

Table 1: Foundation Stage Results

Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal, Social and Emotional Development and Communication, Language and Literacy.

	2008	2009	2010	2011
percentage of children achieving good level of overall achievement	46 (49)	53 (52)	54 (56)	58 (59)

Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile

	2008	2009	2010	2011
percentage gap between lowest achieving 20% in the FSP	34.9 (35.6)	33.7 (33.9)	33.3 (32.7)	31.2 (31.4)

Foundation Stage Results - All LA Maintained Schools and Private, Voluntary and Independent Settings

	2009 % 6+ Points	2010 % 6+ Points	2011 % 6+ Points	2009 % 1-3 Points	2010 % 1-3 Points	2011 % 1-3 Points	2009 % 4-8 Points	2010 % 4-8 Points	2011 % 4-8 Points	2009 % 9+ Points	2010 % 9+ Points	2011 % 9+ Points
Dispositions and Attitudes	89 (89)	88 (91)	92 (91)	2 (1)	2 (1)	1 (1)	90 (86)	93 (87)	92 (87)	8 (12)	5 (12)	7 (12)
Social Development	83 (83)	83 (86)	88 (87)	3 (3)	3 (2)	2 (2)	92 (87)	93 (88)	94 (88)	4 (10)	4 (9)	4 (9)
Emotional Development	79 (79)	80 (81)	84 (83)	6 (5)	5 (4)	4 (4)	88 (86)	90 (87)	91 (87)	6 (9)	4 (9)	5 (9)
Language for Communication and Thinking	81 (82)	82 (84)	86 (86)	4 (4)	4 (4)	3 (3)	89 (86)	91 (87)	91 (88)	6 (9)	4 (9)	5 (9)
Linking Sounds and Letters	72 (74)	75 (77)	77 (79)	10 (9)	8 (8)	8 (7)	81 (79)	82 (81)	83 (82)	8 (12)	9 (11)	9 (11)
Reading	73 (72)	74 (74)	75 (76)	6 (6)	6 (6)	6 (5)	88 (86)	89 (87)	87 (87)	6 (7)	5 (7)	7 (7)
Writing	65 (62)	65 (65)	66 (67)	12 (13)	12 (11)	11 (10)	85 (82)	85 (84)	86 (85)	3 (5)	2 (5)	3 (5)
Numbers as Labels and for Counting	89 (88)	89 (89)	91 (90)	3 (3)	2 (2)	3 (2)	86 (82)	88 (83)	85 (82)	11 (15)	10 (15)	12 (15)
Calculating	73 (73)	76 (76)	78 (78)	8 (9)	8 (8)	7 (7)	87 (85)	88 (86)	89 (87)	4 (6)	3 (6)	3 (6)
Shape, Space and Measures	84 (82)	84 (84)	86 (85)	4 (5)	4 (4)	4 (4)	90 (88)	92 (89)	92 (89)	5 (7)	3 (7)	4 (7)
Knowledge and Understanding of the World	82 (81)	83 (83)	86 (84)	3 (4)	4 (4)	3 (3)	95 (92)	95 (93)	96 (93)	1 (3)	1 (3)	1 (3)
Physical Development	89 (90)	89 (91)	91 (91)	3 (2)	3 (2)	2 (2)	92 (90)	94 (91)	95 (92)	5 (7)	4 (7)	3 (6)
Creative Development	82 (80)	84 (82)	87 (83)	3 (3)	3 (2)	2 (2)	95 (93)	96 (94)	97 (94)	2 (4)	1 (3)	1 (3)

Table 2: Key Stage 1

% Level 2+	2005	2006	2007	2008	2009	2010	2011
Reading	88 (85)	85 (84)	86 (84)	86 (84)	87 (84)	86 (85)	88 (85)
Writing	85 (82)	83 (81)	82 (80)	82 (80)	83 (81)	83 (81)	83 (81)
Mathematics	93 (91)	90 (90)	92 (90)	91 (90)	91 (89)	90 (89)	91 (90)

% Level 2B+	2005	2006	2007	2008	2009	2010	2011
Reading	76 (72)	73 (71)	75 (71)	74 (71)	75 (72)	74 (72)	76 (74)
Writing	65 (62)	63 (60)	62 (59)	61 (58)	63 (60)	61 (60)	62 (61)
Mathematics	77 (74)	75 (73)	77 (74)	76 (74)	75 (74)	75 (73)	77 (74)

% Level 3+	2005	2006	2007	2008	2009	2010	2011
Reading	31 (27)	29 (26)	29 (26)	28 (25)	29 (26)	27 (26)	29 (25)
Writing	18 (15)	15 (14)	14 (13)	14 (12)	14 (12)	14 (12)	14 (13)
Mathematics	26 (23)	23 (21)	25 (22)	23 (21)	24 (21)	22 (20)	24 (20)

Average Point Score	2005	2006	2007	2008	2009	2010	2011
Reading	16 (16)	15.9 (15.6)	16.0 (15.6)	15.9 (15.6)	16.1 (15.7)	15.9 (15.7)	16.1 (15.8)
Writing	15 (15)	14.6 (14.4)	14.5 (14.2)	14.5 (14.2)	14.6 (14.3)	14.6 (14.4)	14.6 (14.4)
Mathematics	16 (16)	16.0 (15.8)	16.1 (15.8)	16.0 (15.8)	16.1 (15.7)	15.8 (15.7)	16.0 (15.7)
Overall APS	16 (16)	15.5 (15.4)	15.6 (15.3)	15.5 (15.3)	15.7 (15.3)	15.1 (15.3)	15.6 (15.3)

Table 3: Key Stage 2

% Level 4+	2005	2006	2007	2008	2009	2010	2011
Reading	88 (84)	88 (83)	88 (84)	88 (87)	89 (86)	87 (84)	88 (84)
Writing	69 (63)	74 (67)	71 (67)	74 (68)	70 (68)	76 (71)	81 (73)
English	84 (79)	85 (79)	84 (80)	85 (81)	83 (80)	84 (81)	86 (82)
Mathematics	77 (75)	79 (76)	78 (77)	81 (79)	81 (79)	83 (80)	84 (81)
English & Maths combined	73 (69)	75 (70)	75 (71)	77 (73)	75 (72)	77 (74)	79 (74)

% Level 5+	2005	2006	2007	2008	2009	2010	2011
Reading	48 (43)	54 (47)	54 (48)	54 (49)	54 (47)	57 (51)	49 (42)
Writing	17 (15)	22 (18)	23 (19)	23 (20)	23 (20)	24 (20)	24 (20)
English	31 (27)	37 (32)	38 (34)	34 (30)	34 (29)	38 (33)	36 (29)
Mathematics	34 (31)	39 (33)	36 (32)	37 (31)	39 (35)	40 (34)	42 (35)
English & Maths combined	21 (18)	28 (22)	26 (22)	23 (20)	25 (20)	28 (22)	27 (21)

KS1-KS2 2 Levels Progress	2005	2006	2007	2008	2009	2010	2011
English	81 (78)	85 (81)	86 (83)	85 (83)	83 (81)	87 (83)	88 (84)
Maths	75 (73)	77 (74)	76 (76)	82 (78)	81 (80)	86 (82)	86 (83)

Average Point Score	2005	2006	2007	2008	2009	2010	2011
English	28	28.2	28.1	28.0	27.8	28.0	28.1
Mathematics	27	27.8	27.6	27.8	28.0	28.1	28.3
All Subjects*	28 (28)	28.4 (27.8)	28.3 (27.9)	28.3 (27.9)	28.3 (27.9)	28.0 (27.5)*	28.2 (27.5)*

* English, Mathematics & Science to 2009, thereafter English and maths only

Table 4: Key Stage 4¹**Key Stage 4 - All Pupils at the end of Key Stage 4, Maintained Schools only**

GCSE	2007	2008	2009	2010	2011
% Achieving 5 A* - C	71 (60)	73 (64)	78 (70)	85 (76)	88 (81)
% Achieving 5 A*-C inc English and Mathematics	55 (46)	60 (48)	63 (51)	65 (55)	67 (58)
% Achieving English Baccalaureate*				22 (16)	23 (15)
Average Points Score (uncapped) New Points	408.7 (374.3)	413.5 (392.8)	442.4 (419.8)	473.5 (449.7)	498.8 (468.3)

* New indicator from 2010

% Making 2 Levels Progress KS3-KS4	2005	2006	2007	2008	% Making 3 Levels Progress KS2-KS4	2009*	2010*	2011*
English	70 (54)	61 (56)	65 (55)	68 (63)		75 (65)	77 (70)	80 (72)
Maths	30 (26)	34 (27)	36 (28)	36 (24)		70 (58)	73 (63)	73 (65)

* From 2009 the progress indicators refer to the 3 levels of progress between KS2 and KS4

Table 5: Level 3 points per candidate of 16-18 year olds by gender (LA Maintained schools and FE colleges)

	2006	2007	2008	2009	2010	2011
Male	683.6 (694.5)	680.6 (713.0)	678.0 (719.5)	701.2 (720.4)	714.9 (728.1)	702.4 (716.2)
Female	728.2 (735.5)	741.5 (746.5)	748.6 (758.0)	733.8 (756.0)	749.8 (759.5)	744.1 (748.1)
Total	707.6 (716.4)	713.5 (731.2)	715.2 (740.0)	718.6 (739.3)	733.3 (744.8)	724.7 (733.1)

A level Grade	Points
A*	300
A	270
B	240
C	210
D	180
E	150

¹ Maintained schools only, all pupils at the end of Key Stage 4.

Table 6a: 2011 Foundation Stage - Statistical Neighbours

Statistical neighbours, ordered by 'Closeness' to Bromley (i.e. Hertfordshire is our closest statistical neighbour)

Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal, Social and Emotional Development and Communication, Language and Literacy

	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
percentage of children achieving good level of overall achievement ²	58	61	69	65	66	56	54	69	58	58	58	60	59

Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile

	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
percentage gap between lowest achieving 20% in the FSP	31.2	33.2	28.9	29.8	30.4	28.1	24.9	31.1	30.5	29.0	27.9	32.0	31.4

% 6+ points	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
DA	92	92	96	94	93	94	94	92	93	93	91	92	91
SD	88	88	93	91	89	88	86	89	88	88	89	88	87
ED	84	84	91	86	86	82	82	86	84	83	84	84	83
LCT	86	86	92	89	89	87	87	89	88	88	90	85	86
LSL	77	82	86	82	82	77	82	86	78	79	82	79	79
R	75	79	86	83	81	75	77	84	77	78	81	76	76
W	66	68	75	74	73	66	64	76	65	67	65	69	67
NLC	91	91	94	93	93	91	93	93	90	92	92	91	90
C	78	79	87	84	81	74	82	86	81	81	81	78	78
SSM	86	87	92	89	88	80	88	87	87	87	88	84	85
KU	86	85	91	91	86	85	86	88	86	86	85	84	84
PD	91	92	96	95	92	94	92	93	91	92	91	92	91
CD	87	85	89	90	86	84	86	88	84	85	85	85	83

DA	Disposition and Attitudes	NLC	Numbers as labels for counting
SD	Social Development	C	Calculating
ED	Emotional Development	SSM	Shape Space and measures
LCT	Language for communication and thinking	KU	Knowledge and Understanding
LSL	Linking sounds and letters	PD	Physical Development
R	Reading	CD	Creative Development
W	Writing	SUM	Sum of Percentages

Table 6b: 2011 Key Stage 1 – Statistical Neighbour

% Level 2+	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
Reading	88	89	89	89	86	87	86	91	87	89	91	86	85
Writing	83	86	85	86	83	83	81	87	83	86	88	82	81
Mathematics	91	92	92	92	91	91	91	94	91	93	94	90	90

% Level 3	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
Reading	29	34	33	32	26	27	25	39	26	34	37	26	26
Writing	14	20	16	18	13	16	11	23	15	14	19	13	13
Mathematics	24	28	26	28	22	21	18	33	21	26	28	21	20

Table 6c: 2011 Key Stage 2 - Statistical Neighbours

% Level 4+	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
English	86	85	89	87	86	78	82	87	82	84	85	83	82
Mathematics	84	83	88	86	85	79	78	84	79	83	82	82	81
English & Maths	79	78	84	82	80	69	72	80	72	77	77	76	74

%Level 5	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
English	36	34	39	36	35	22	25	36	30	33	35	31	29
Mathematics	42	40	48	48	39	31	30	42	32	38	39	39	35
English & Maths	27	25	32	29	25	16	16	26	20	24	25	23	21

% making 2 levels progress	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
English	88	83	89	88	86	76	83	82	81	83	86	87	84
Mathematics	86	83	90	87	85	77	79	82	78	83	83	85	83

Table 6d: 2011 Key Stage 4 - Statistical Neighbours

	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
% 5+ A* to C	88	84	89	92	82	76	88	89	78	77	81	83	81
% 5+ A*-C inc En and Ma	67	67	70	75	65	56	60	62	59	61	64	63	58
English Baccalaureate	23	26	28	32	13	15	15	17	18	18	23	20	15

% making 3 levels progress	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National
English	80	76	79	82	76	75	73	75	75	73	78	78	72
Mathematics	73	74	75	79	69	65	68	63	67	69	68	73	65

* Maintained Schools only - All Pupils

Table 6e: GCE A level results (or equivalent) - statistical neighbours *

Average Point Score / Candidate	Bromley	Hertfordshire	Trafford	Sutton	Stockport	Bedford Borough	Bracknell Forest	Solihull	West Sussex	Hampshire	Bath & North East Somerset	Outer London	National	Bromley Rank (/11)
2006	714.5	695.3	825.0	816.2	690.5	n/a	633.2	625.2	679.0	766.3	671.3	n/a	721.5	4
2007	717.4	713.6	817.2	829.1	701.9	n/a	671.7	648.5	685.0	783.0	684.5	n/a	731.1	4
2008	715.2	732.4	859.8	837.5	741.9	n/a	684.3	670.5	693.0	796.4	712.9	704.2	739.8	6
2009	718.6	730.9	832.0	865.5	736.6	697.5	700.4	662.4	697.0	787.0	694.5	709.5	739.1	6
2010	733.3	741.9	853.2	863.8	745.9	687.1	689.7	682.0	707.5	794.2	700.6	722.4	726.5	6
2011	724.7	734.2	848.3	873.3	727.6	691.4	715.9	680.0	672.6	760.8	747.6	721.5	733.1	7

* Includes LA maintained schools, CTCs, Academies and FE Sector Colleges

Table 7a: Attainment of Pupils by Ethnic Group

	KS2 2009					KS2 2010				KS2 2011			
	Number of Pupils	English % L4+	Maths % L4+	Science % L4+	English & Maths Combined % L4+	Number of Pupils	English % L4+	Maths % L4+	English & Maths Combined % L4+	Number of Pupils	English % L4+	Maths % L4+	English & Maths Combined % L4+
All	3336	83	81	90	75	2694	84	83	77	3221	86	84	79
		(80)	(79)	(88)	(72)		(80)	(80)	(74)		(81)	(80)	(74)
White – British	2330	84	82	91	76	1848	85	85	79	2276	86	85	80
		(81)	(80)	(89)	(73)		(81)	(81)	(74)		(82)	(81)	(75)
White – Irish	14	86	86	93	85	21	67	81	67	22	82	86	77
		(86)	(84)	(91)	(79)		(85)	(84)	(79)		(87)	(85)	(81)
White - Other	135	81	80	84	78	124	83	81	80	175	84	82	77
		(72)	(76)	(82)	(66)		(73)	(78)	(68)		(74)	(78)	(68)
Mixed – White and Asian	47	81	87	85	79	27	93	78	78	35	91	94	89
		(87)	(85)	(92)	(80)		(87)	(85)	(81)		(87)	(85)	(81)
Mixed – White and Black African	30	83	70	83	68	22	91	91	86	38	95	76	71
		(82)	(77)	(88)	(71)		(83)	(81)	(75)		(83)	(79)	(74)
Mixed – White and Black Caribbean	88	80	73	85	71	79	79	75	70	85	85	73	67
		(79)	(75)	(87)	(68)		(79)	(78)	(71)		(80)	(77)	(70)
Mixed - Other	90	88	86	93	80	85	94	85	83	76	80	83	77
		(82)	(79)	(89)	(73)		(83)	(81)	(76)		(84)	(82)	(77)
Indian	41	85	85	88	83	22	91	96	91	45	91	91	89
		(84)	(85)	(90)	(79)		(87)	(87)	(82)		(88)	(86)	(82)
Pakistani	9	-	-	-	-	11	82	73	73	9	78	78	78
		(72)	(72)	(80)	(64)		(76)	(74)	(68)		(76)	(75)	(68)
Bangladeshi	12	67	75	75	67	27	89	89	85	19	90	95	90
		(77)	(76)	(83)	(69)		(80)	(78)	(72)		(82)	(80)	(74)
Asian or Asian British - Other	40	75	85	85	69	32	87	81	81	45	81	93	79
		(77)	(78)	(84)	(70)		(81)	(83)	(76)		(82)	(84)	(78)
Black - African	129	85	75	90	68	121	79	76	71	133	89	78	76
		(74)	(73)	(82)	(65)		(78)	(76)	(70)		(79)	(76)	(70)
Black - Caribbean	82	82	67	82	65	74	80	70	66	76	87	72	71
		(75)	(70)	(83)	(63)		(78)	(73)	(66)		(79)	(73)	(67)
Black - Other	33	73	67	91	65	33	82	79	71	39	76	70	67
		(75)	(71)	(82)	(63)		(75)	(71)	(65)		(77)	(73)	(67)
Chinese	23	87	91	87	87	12	90	90	90	35	94	94	94
		(84)	(92)	(92)	(82)		(87)	(92)	(85)		(88)	(94)	(86)
Gypsy/ Romany	15	33	40	67	29	18	39	39	39	11	90	100	90
		(33)	(36)	(51)	(25)		(31)	(31)	(23)		(30)	(33)	(23)
Any other ethnic group	62	81	79	82	72	59	93	85	80	53	90	82	77
		(70)	(75)	(80)	(64)		(74)	(78)	(69)		(73)	(78)	(68)
Parent/ pupil preferred not to say	29	59	59	72	72	18	61	72	61	22	73	82	64
		(-)	(-)	(-)	(-)		(-)	(-)	(-)		(-)	(-)	(-)
Information not obtained	115	89	89	97	77	49	82	80	76	15	80	67	67
		(-)	(-)	(-)	(-)		(-)	(-)	(-)		(-)	(-)	(-)
Unknown	12	67	67	83	-	12	67	83	67	12	36	46	36
		(-)	(-)	(-)	(-)		(-)	(-)	(-)		(-)	(-)	(-)

- Results are not shown where the pupil numbers are less than 10.

Key Stage 4 - Secondary & Special Schools (2011 data available March 2011)

	KS4 2008				KS4 2009				KS4 2010			
	Number of Pupils	% 5+ A*-C	% 5+ A*-C inc E&M	Uncapped Average Points Score	Number of Pupils	% 5+ A*-C	% 5+ A*-C inc E&M	Uncapped Average Points Score	Number of Pupils	% 5+ A*-C	% 5+ A*-C inc E&M	Uncapped Average Points Score
All	3483	74	60	414.1	3515	78	62	440.4	3468	65	64	473.5
White – British	2744	73	60	413.1	2698	79	63	442.6	2678	84	64	466.1
White – Irish	13	85	85	451.0	13	92	85	504.9	16	88	69	458.3
White - Other	103	80	59	438.2	92	73	59	434.6	87	79	58	472.3
Mixed – White and Asian	39	82	69	468.3	36	94	81	510.3	44	89	82	513.2
Mixed – White and Black African	12	67	50	392.2	17	71	53	391.1	12	83	67	519.7
Mixed – White and Black Caribbean	64	69	48	371.2	65	63	46	384.2	66	88	55	463.9
Mixed - Other	57	70	60	410.9	55	84	76	489.8	55	84	69	472.6
Indian	45	89	80	516.8	35	94	86	565.0	37	95	92	579.8
Pakistani	10	60	60	424.5	9	67	67	509.4	9	100	100	547.2
Bangla-deshi	10	60	50	401.6	20	80	65	425.5	24	67	54	432.9
Asian or Asian British - Other	27	85	67	486.5	38	87	76	500.3	30	90	90	601.7
Black - African	91	71	56	404.7	107	78	64	437.8	122	87	71	481.4
Black - Caribbean	63	71	57	403.3	99	70	46	393.9	110	77	52	447.6
Black - Other	51	65	49	362.0	34	62	47	374.8	25	68	44	388.5
Chinese	23	100	91	572.2	19	89	84	599.6	25	96	92	623.9
Gypsy/ Romany	5	-	-	-	10	50	40	290.4	2	50	0	128.0
Any other ethnic group	40	68	50	391.1	42	81	52	445.2	48	75	58	470.5
Parent/pupil preferred not to say	59	73	59	401.2	75	76	48	433.5	65	85	63	480.4
Information not obtained	27	63	48	305.4	47	66	53	401.4	13	70	50	358.1

- Results are not shown where the pupil numbers are less than 10.

Table 7b: Attainment of Pupils with Special Educational Needs

Key Stage 1	School Action			School Action Plus			Statemented		
	2009	2010	2011	2009	2010	2011	2009	2010	2011
% Level 2+									
Reading	58	62	61	40	38	42	43	30	39
Writing	50	50	47	31	28	32	28	23	26
Maths	75	73	74	55	55	55	44	36	37
Science	72	75	77	55	55	60	44	27	32

Key Stage 2	School Action			School Action Plus			Statemented		
	2009	2010	2011	2009	2010	2011	2009	2010	2011
% Level 4+									
English	61	64	62	36	37	39	26	22	24
Maths	57	58	61	36	45	41	31	28	28
Science	79	71*	73*	62	48*	47*	45	35*	29*

* based on science TA data - no tests from 2010 onwards

Key Stage 4	School Action			School Action Plus			Statemented		
	2008	2009	2010	2008	2009	2010	2008	2009	2010
% 5 A*-C Including En and Ma	23	21	25	15	13	17	10	13	15
Capped Points Score	250.9	278.4	300.6	215.4	212.5	246.9	171.0	181.4	212.8

Table 7c: Attainment of Looked After Children

	2007/08*	2008/09	2009/10	2010/11
Percentage of Children in care reaching level 4 in English at Key Stage 2	83 (46)	40 (46)	100 (45)	50 (50)
Percentage of Children in care reaching Level 4 in Maths at Key Stage 2	67 (44)	20 (46)	80 (44)	40 (48)
Percentage of Children in care achieving 5 A*-C GCSEs (or equivalent) at Key Stage 4 (including English & Maths)	4	10 (10)	25 (12)	9 (13)

Introduction to the Annual Report 2011

Bromley Standing Advisory Council on Religious Education (SACRE)

Every Local Authority is required to have a SACRE which is made up of four groups, Faith representatives, The Church of England, Teachers and Councillors. The Committee should reflect the make up of the community.

A SACRE's main function, as set out in the 1996 Education Act, is:
To advise the local education authority upon such matters connected with religious worship in county schools and the religious education to be given in accordance with the agreed syllabus as the authority may refer to the council or the council may see fit (s.391(1)(a)).

A SACRE can also require the Local Authority to review its current agreed syllabus for RE (s.391(3)) and must consider applications made by a head teacher to alter the requirement for collective worship in his/her school to be wholly or mainly of a broadly Christian character for some or all of the pupils in that school (a 'determination') (s.394(1)).

The content of a SACRE's annual report should, as a minimum, indicate how each of the functions has been discharged during the reporting year. Such a report can inform developments in RE and collective worship, both locally and nationally, and can be a highly effective engine for school improvement. The Bromley SACRE annual report includes the development plan for the year and a table of the self evaluation results of the SACRE.

Contacts;

Clerk to SACRE
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Religious Education Consultant
Mrs Penny Smith-Orr
020 8653 8606
penny.smith-orr@bromley.gov.uk

SACRE Membership

Committee A

Christian and other religious denominations

Mr M Sweet	Free church (Chair)
Mr S Gupta	Hindu
Mrs R Michaelis	Jewish (until March 2011)
Mr S Mahmood	Muslim
Mr S Riat	Sikh
Mr Ray Hagley	Free Church
Mrs Patricia Colling	Roman Catholic
Mrs S Polydorou	Humanist Co-opted

Committee B

Church of England Representatives

Revd M Camp
Mr C Town
Revd S Varney
Ms J Thompson

Committee C

Teacher Representatives

Mr Jed Stone
Mrs Fiona Hawkes
Mrs Helen James
Mrs Jackie Tranchina
Ms E Honey

Committee D

LEA Representatives as at July 2010

Cllr. R Charsley
Cllr R Jackson
Cllr D MacMull
Cllr Ian Payne
Cllr Mrs A Manning (Vice Chair)

Officers

Dr George Searle - Assistant Director, Children and Young People Services
Mrs P Smith-Orr - RE Consultant
Mrs Christine Reeks – Clerk

Overview

This report covers the academic year 2010-2011, three meetings of SACRE were held on the following occasions;

20th October 2010 at Bromley Civic Centre
16th February 2011 at Bromley Civic Centre
25th May 2011 at Bromley Civic Centre

All the work of Bromley SACRE is done with the aim of raising achievement in RE and improving the quality of teaching and learning, to improve the provision and quality of Collective Worship and to help promote pupils' spiritual, moral, social and cultural development.

In addition to the normal work of SACRE this year, the priorities of Bromley SACRE have been;

- To further develop members understanding of religious education
- Make a Faith Directory for schools use
- To consider the need to review the Agreed Syllabus

The numbered headings below refer to the new reporting and evaluating toolkit provided by NASACRE whose headings have changed since the self evaluation document was revised in July 2011.

Section 1: Standards and Quality of Provision of Religious Education:

The RE consultant held three meetings with the Primary RE Co-ordinators during the year. The subjects discussed included Celebrating RE month, resources to be found on the internet, their views on the current agreed syllabus and making assessment easier. Members of the committee carried out visits to five schools during the year, two secondary and three primary schools, these visits are an opportunity for the SACRE to offer support and for the Coordinators to suggest issues for the SACRE meetings to discuss. Three visits were carried out during celebrating RE month in March. Information on RE provision in schools is gathered by means of these visits and from the Coordinators. The Consultant also runs an annual course for New Coordinators and is able to give advice to teachers by email throughout the year.

Public Examinations

The public examination results give information on standards. The results of 12 schools are shown Beaverwood School, Kemnal Technology College and Ravensbourne school have not submitted their results to the LA and are now Academies. This would explain the lower numbers of candidates although most schools entered more pupils than previously. Nationally less pupils are being entered for the short course and this is reflected in the Bromley results, with 3 less schools entering candidates and less candidates being entered from most schools. Despite this the results are good and still well above the national average for A*-C passes. Pupils from Bishop Justus were entered for the first time so the numbers of pupils taking AS was higher but from less schools, however the results were better than previous years. In A level Religious Studies more pupils took the exam with 100% gaining a pass. All results at this stage are still provisional.

GCSE Full Course in Religious Studies 2007-2011

Year of examination	Number of Bromley schools	Number of Bromley Candidates	Bromley schools: % of students with A* - C	Schools nationally: % of students with A* - C
2007	15	1263	74.0	71.0
2008	16	1407	76.0	72.5
2009	15	1288	77.3	73.4
2010	15	1198	77.5	73.1
2011	12	1082	85.8	73.3

SCHOOLS (no. of pupils): Bishop Justus (176), Cator Park (155), Charles Darwin (75), Coopers Technology College (51), Darrick Wood (193), Hayes (36), Kelsey Park (97) Langley Park Boys (22), Langley Park Girls (54), Newstead Wood (141), Ravens Wood (6), The Priory (61), Bullers Wood (90)

GCSE Short Course in Religious Education/Religious Studies 2007-2011

Year of examination	Number of Bromley schools	Number of Bromley Candidates	Bromley schools: % students A* - C grades	Schools nationally: % students A* - C grades
2007	11	864	65.2	51.3
2008	13	794	46.0	53.7
2009	11	1078	54.5	54.3
2010	11	1079	55.6	54.6
2011	8	660	70.2	

SCHOOLS (no. of pupils): Bishop Justus (1), Bullers Wood (90), Cator Park (17) Coopers Technology College (1), Hayes (195), Kelsey Park (29) Ravens Wood (210), St Olave's (117).

AS Level in Religious Studies 2007-2011

Year of examination	Number of Bromley schools	Number of Bromley Candidates	% Bromley students with grades A-E	% students nationally with grades A-E
2007	10	44	90.9	92.1
2008	8	26	100	93.3
2009	13	44	93.1	92.6
2010	10	50	80	
2011	10	31	90.3	

SCHOOLS (no. of pupils): Bishop Justus (2) Bromley college (1) Bullers Wood (5) Darrick Wood (3), Hayes (6), Langley Park Boys (1) Langley Park Girls (4), Newstead wood (4) Ravens Wood (1) St Olaves & St Saviours (4)

A level in Religious Studies 2007-2011

Year of examination	Number of Bromley schools	Number of Bromley Candidates	% Bromley students grades A-E	% students nationally grades A-E
2007	10	98	100	98.7
2008	10	76	77	98.6
2009	11	122	100	98.6
2010	11	138	98.6	
2011	10	142	100	80.4 A*-C

SCHOOLS (no. of pupils): Bishop Justus (22), Bullers Wood (10), Cator Park (7) Darrick Wood (5), Hayes (24), Langley Park Boys (24), Langley Park Girls (11), Newstead Wood (27), Ravens Wood (7), St Olave's (5)

Quality of teaching, learning, leadership and management

Bromley SACRE has previously sent out an RE and Collective Worship self evaluation form and has discussed sending out an updated version to gain up to date information from schools. Much of the committee's information comes from the school visits and the Co-ordinators. The LA provides the public exam information. Dr George Searle, Assistant Director, attended one meeting during the year and retired at the end of the academic year (2010-11). During the year the RE Resource Centre, based at Bishop Justus School, was closed. The resources were distributed to different centres in Bromley and the Diocese of Rochester and are still available for schools to borrow. Most schools have a number of their own resources and an ideal set of resources and resources on the Internet have been discussed at Coordinator meetings. The SACRE has little information on the recruitment and retention of specialist RE staff in schools.

New Primary coordinators have access to a course each year; some coordinators are very experienced while in some schools the Coordinator changes regularly. Some schools are using planning and preparation time and TAs are teaching the RE with support from the Coordinator. In the secondary schools there is a good spread of RE specialists in most schools.

Discussion on the necessity of religious education in Academies has taken place but an overall strategy is not in place so far.

Section 2: The Effectiveness of the Locally Agreed Syllabus

Discussions have taken place regarding the need to review and revise the Agreed Syllabus which has been in place since 2007. Coordinators have been asked at meetings for their thoughts and a budget bid will be submitted during the next academic year. The current syllabus is based on the Non Statutory National Framework and the suggestions for the coverage of each religion are taken from the previous syllabus of 1995.

National assessment levels are provided in the current syllabus and teachers have been sent the national 'I can' statements to assist them with these.

Many schools in Bromley have access to the Fronter system which has a Bromley SACRE page. The syllabus and various guidance documents can be found on this page.

There have been no determinations regarding religious education this year.

Section 3: Collective worship

Members from the Bromley SACRE committee carry out up to 6 school visits per year and generally observe an act of collective worship on these occasions. The Chair of Bromley SACRE runs the Spinnaker organisation and many schools in Bromley have visits from representatives who carry out collective worship on a regular basis. There is a comprehensive guidance document 'Reflective Pools' Refreshing Collective Worship in Bromley Schools' which has been sent to all schools and can be found on the Fronter page.

There have been no determinations regarding collective worship this year.

Section 4: Management of SACRE and Partnership with the LA and other stakeholders

Three meetings per year are held and a SACRE annual event is a tradition of Bromley SACRE. This year all meetings have been quorate.

The clerk to SACRE, both for administration and minute taker at meetings, was Mrs Christine Reeks. The RE consultant was Mrs Penny Smith-Orr employed for 35 days per year. Members agreed to undertake some training exercises from the NASACRE training CD modules during the year. The development plan for the academic year 2010-11 can be seen at Appendix A. During the year SACRE has had presentations from the Youth SACRE and members have had lively discussions on a number of issues particularly during the training sessions led by the consultant. The RE consultant is a member, and on the executive, of the Association of RE Inspectors, Advisers and Consultants, and is the secretary of the London and South East Region. Information from this body informs the SACRE's work. Bromley SACRE is a member of the National Association of SACRES. The Chairman had attended the NASACRE Annual General Conference on 11th May 2011, when Dr Robert Beckford had given a keynote address on "Effective SACREs engaging with Young People in the Big Society". There was also a report, at the summer meeting, on the NASACRE conference "Who's RE is it anyway?" which had been held on 31st March 2011. The London SACREs meeting was postponed until the autumn term 2011.

Self Evaluation of SACRE:

The committee asked the RE consultant to consider the current self evaluation document (Appendix B), to update it and advise on priorities for self evaluation during this year. It was decided to concentrate on these three areas

- 2B Membership and training
- 2F Partnership with our key stakeholders
- 5D Links to the LA initiatives promoting social and racial harmony

The LA provides a budget for the year which has covered the costs of the consultant, attendance at conferences and the venue for the meetings and the annual event.

Bromley SACRE has had a Youth SACRE for the past 2 years. This group has met at least once a term at Coopers Technology College and the RE consultant is well supported by Mrs Hawkes from the school. The group has produced information on various aspects of religious education from the pupil point of view which can be found on the Fronter page. They also devised and produced a film of a virtual visit to the Bromley Synagogue. At the end of this year the members left school and a new group will be recruited in September 2011.

The annual event in autumn 2010 was presented by Jed Stone a teacher rep on SACRE from Bullers Wood School. The subject was Philosophy 4 Children and was very well received by the participants who heard from pupils from Bullers Wood and from Pickhurst Junior School and had the opportunity to take part in a P4C activity.

Information from a number of contacts and bodies enables the SACRE to be informed about national initiatives and developments. SACRE works in conjunction with the Diocesan Education adviser, Jan Thompson, who retired at the end of the year but has joined committee B of SACRE. Members of the committee are involved in Interfaith activities in Bromley. The Chair and consultant are members of other SACREs which supports the information available to the committee.

Information from pupils comes via the Youth SACRE, a future development should be to make more local contacts.

Section 5: Contribution of SACRE to promoting cohesion across the community

The Borough of Bromley remains less religiously diverse than other London boroughs, however the SACRE committee is representative of the groups found in Bromley. It was a great sadness in the spring that our long standing Jewish representative, Rae Michaelis passed away and we are waiting for a new representative.

The planned Faith Directory has still to be completed. A proposed training date had to be postponed due to the small number of volunteers but it has been decided to run the training in Spring 2012 and put the names on the managed learning environment, Fronter system for teachers to access along with a list of places of worship for schools to visit and an evaluation sheet.

The consultant has links with the pupil support service and attended the annual Holocaust Memorial event organised by them. The Muslim representative once again organised the annual competition for schools on the 'Value of Islam' three schools entered and members of the committee attended the prize giving event in Dar Ul Loom School in Chislehurst. The current syllabus is not explicit in the regard of the promotion community cohesion. This responsibility will form part of the review.

Appendix A

Bromley SACRE Development Plan –January 2011 to December 2011

Objective	Action	Responsibility	Timescale	Costs	Success Criteria	Achievement
To keep members informed and involve them in decision making.	Hold three SACRE meetings.	Clerk Chairman RE Adviser Members	Termly.	Clerking Services RE Adviser	Effective meetings.	Meetings held and all quorate
To develop SACRE's work.	Review self evaluation process.	All SACRE members.	During the Summer meeting		Identify further areas for development – to be incorporated as appropriate into future development plans. Results to be incorporated into the annual report.	Discussion . RE consultant requested to decide on development items for SACRE to concentrate on.
To report annually on the work of SACRE.	Write a report by December on the previous academic year.	RE Adviser to write, Chairman to read, Clerk to circulate.	Deadline end December 2010	RE Adviser	Completed on time and copies provided for SACRE members, Director, Assistant Director, CYP portfolio holder, libraries, schools and their governing bodies	Completed and sent out
To monitor standards of RE and CW in Bromley Schools.	1. Review the use of /make school visits and reports 2. look at alternative ways to monitor standards	RE Adviser SACRE team of visitors	Up to Six school visits each year?	RE Adviser	meaningful visits or discussion completed and reports discussed at SACRE meetings.	Committee requested continuation of visits although not many committee members attend these. 2 visits made to schools in celebration of RE month by adviser. Request to link with councillor visits denied
	3. Provide data for members on RE examination results in Secondary Schools.	Data team at Civic Centre RE Adviser	Part of annual report. Discuss at Spring meeting	RE Adviser	Data provided, with analysis for Spring meeting	Completed

Objective	Action	Responsibility	Timescale	Costs	Success Criteria	Achievement
	4. Consider National RE reports from OfSTED 5. Act to ensure schools are aware of the statutory nature of RE.	RE Adviser SACRE members	As appropriate	RE Adviser and members	Discussion and actions taken on the future of RE and CW Attend two national conferences and report back Adviser and interested members attendance and discussions held in summer term	Chair attended NASACRE AGM Several members and consultant attended London SACRE meeting Consultant attended AREIAC conference Reports given to meetings
SACRE consider reports and initiatives from NASACRE	1. Consider relevant material from National SACRE Conference and NASACRE AGM	RE Adviser/ Chairman and nominated rep	Following NASACRE meetings summer term	Budget: £400 Cost of two annual conferences and travel		As above
Youth SACRE	At meeting discuss projects that YS would like to pursue Reps to attend future SACRE meetings	RE Adviser	Termly	6 days of RE Adviser's time	Youth SACRE able to enhance the work of SACRE and teaching of RE in schools	Youth SACRE held several meetings and made a film for primary schools which was shown at the summer meeting by 2 members of YS.
To develop members understanding of religious education Training of committee members	Members to make themselves aware of the Bromley agreed syllabus Members to look at suggested scheme of work for Bromley schools and discuss desired outcomes of review Invite members to Primary network meetings Annual lecture to be held to highlight work of SACRE and importance of effective RE	All members of SACRE RE Adviser RE adviser to arrange As above All members to attend	Summer meeting Termly meetings to be advised Sept/Oct 2011 Each SACRE meeting	Cost of venue, speakers and materials	Better understanding of the agreed syllabus. Knowledge enhanced ready for new syllabus to be written. Well attended event which inspires audience with better understanding of value of RE	Members asked to look at syllabus and discussion held on content and need to update No members attended the meetings Decision to hold pupil conference made which was then cancelled

Objective	Action	Responsibility	Timescale	Costs	Success Criteria	Achievement
	Short training during each meeting using NASACRE material	All members	At meetings		Further understanding by members of the role of SACRE and the teaching methods to be used in schools	Training sessions using NASACRE CD materials led by Consultant on what makes a good SACRE and what do we expect from a lesson
Make a Faith Directory for schools use	Organise the information gained so far into a useful directory Distribute finished document (either as booklet or via internet) Organise a training event for interested speakers	RE Adviser and interested members of the main SACRE cttee Adviser	During 2011 Early 2011.	Advisers time Cost of printing guidance/ arranging for internet space	A directory of the faith communities of Bromley, including addresses of places of worship that would welcome visits from school groups and contact details of individuals who would speak at collective worship and RE lessons for all Bromley schools	Training planned and invitations sent out but had to be cancelled due to lack of take up. Schools still requesting speakers of other faiths

Appendix B

Bromley SACRE Self Evaluation July 2011 results (using QCDA categories)

Key Area Number	Key Area	Developing	Established	Advanced
1A	Compliance and time allocation for RE		x	
1B	Public examination entries RE			x
1C	Standards and achievement		x	
1D	Quality of teaching	x		
1E	Quality of leadership and management	x		
1F	Recruitment and retention issues		x	
1G	Resources			x
2A	SACRE meetings		x	
2B	Membership and training		x	
2C	Improvement and development planning		x	
2D	Professional and financial support			x
2E	Information and advice		x	
2F	Partnership with our key stakeholders	x		
3A	Review of Agreed Syllabus	x		
3B	Using the non statutory National Framework for RE			x
3C	Developing the revised Agreed Syllabus	x		
3D	Consultation/launch/implementation of the Agreed syllabus			x
3E	Additional guidance/ monitoring and evaluating the Agreed syllabus		x	
4A	Practice and provision for collective worship		x	
4B	Monitoring collective worship/ tackling issues of non compliance	x		
5A	Representative nature of SACRE		x	
5B	Knowledge and understanding of the local religious, cultural, ethnic community	x		
5C	Understanding the intrinsic contribution RE can make to social and racial harmony	x		
5D	Links to the LA initiatives promoting social and racial harmony		x	

Report No.
DCYP12046

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children and Young People Portfolio Holder

Date: For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **THE SCHOOL FUNDING SETTLEMENT FOR 2012/13 DEDICATED SCHOOLS' GRANT**

Contact Officer: David Bradshaw, 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

1. Reason for report

- 1.1 This report provides updated information on the final estimated School Funding Settlement for 2012/13 Dedicated Schools' Grant.
-

2. **RECOMMENDATION(S)**

- 2.1 **The Children and Young People Portfolio Holder is asked to agree the proposals on the use of the Dedicated Schools Grant as detailed in Appendix 2 taking into account the comments of the CYP PDS Committee and the Schools Forum.**

Corporate Policy

1. Policy Status: Not Applicable:
 2. BBB Priority: Children and Young People:
-

Financial

1. Cost of proposal: No Cost: Further Details
 2. Ongoing costs: Non-Recurring Cost: Further Details
 3. Budget head/performance centre: Dedicated Schools Grant
 4. Total current budget for this head: £220,463k
 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: The Schools Finance England Regulations 2008 (As Amended)
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All children and young people in the CYP Service.
-

Ward Councillor Views

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

3. COMMENTARY

3.1 Background

- 3.1.1 As set out in the 'Consultation on School Funding Reform', issued by the Government in July, it was agreed that the current funding methodology for 2011/12 should continue for 2012/13 through the Dedicated Schools Grant (DSG).
- 3.1.2 As part of the spending review announcement in December 2011, the Government announced that the overall settlement for schools would be maintained at 'flat cash' per pupil throughout the period, which means that it will rise in line with pupil numbers.
- 3.1.3 In line with the previous years settlement it was also announced that the pupil premium will be in addition to this settlement. Total funding for the pupil premium will be £1.25bn in 2012/13 and will be built up over time amounting to £2.5bn a year by 2014/15. Full details relating to this have been provided in earlier reports.
- 3.1.4 Consultation with the Schools Forum was undertaken in January, February and again in March 2012. The key issues and comments expressed by the Schools' Forum have been reflected in the revised DSG allocation in this report. Any further comments from the Schools Forum meeting in March will be reported to the CYP PDS Committee on 20 March 2012.

3.2 The Pupil Premium

- 3.2.1 Details of indicative Pupil Premium allocations have already been provided. These estimates were based on January 2011 pupil data. Full guidance has now been provided to the Local Authority and to all schools to allow them to allow schools and LAs to estimate how much Pupil Premium Funding they will be allocated for budget planning purposes; and to allow schools and LAs to effectively target the funding they are allocated at the pupils who are eligible for the Pupil Premium.

3.3 Minimum Funding Guarantee (MFG)

- 3.3.1 The Government has decided to continue with the Minimum Funding Guarantee arrangement for schools. The Minimum Funding Guarantee ensures that, whatever decisions local authorities take, all schools receive a minimum level of funding per pupil in relation to the previous year.
- 3.3.2 The Minimum Funding Guarantee remains the same for 2012/13, ensuring that no school will have its budget reduced by more than 1.5% per pupil, before the pupil premium is added. This is in line with 2011/12, whereas in previous years the MFG has provided a minimum increase.
- 3.3.3 Not all School funding is eligible for MFG, some elements such as Rates, YPLA, and matrix funding are excluded from the calculations. This is dealt with as part of the local formula funding arrangements.
- 3.3.4 As in previous years, authorities are expected to prepare their own calculations on their level of DSG funding. The final announcement on the level of grant funding is not made until the summer of 2012 after the start of the new financial year.
- 3.3.5 The School Finance (England) Regulations 2012 provides specific guidance as to where a local authority may vary the MFG calculation and where specific approval needs to be sought from the Secretary of State. Appendix 1 provides details of schools where the MFG is higher than the LA formula calculation and where an application has been made to the Secretary of State.

3.4 The Dedicated Schools Grant – 2012/13

- 3.4.1 The Government has announced that it will continue to operate in 2012/13 the current methodology for allocating the Dedicated Schools Grant (DSG) to local authorities. This is based on an amount per pupil on a spend plus basis. The Guaranteed Unit of Funding for Bromley is £4,944.33 per pupil for 2012/13 which remains the same as 2011/12 funding levels.
- 3.4.2 To protect local authorities with falling pupil numbers the Government will continue with arrangements to ensure that no authority loses more than 2% of its budget in cash terms. Bromley is unlikely to find itself in this position.
- 3.4.3 Government has consulted over the summer on proposals for future funding in 2013/14. Further proposals are being worked on in light of the responses given to the consultation and arrangements are likely to include both national and local formulae and the need for careful transitional arrangements. Currently there is no indication of the future funding levels for 2013/14 for Bromley. These are expected in the spring/summer of 2012.
- 3.4.4 The Dedicated Schools Grant is calculated using a Guaranteed per pupil Unit of Funding (GUF) for each Local Authority and the full time equivalent pupil numbers from the Schools, Early Years and Alternative Provision Censuses. The GUF has been derived from the 2011/12 level as the level of GUF has remained static for 2012/13 at £4,944.33 per pupil. This has now been updated to reflect the January 2012 Census data and the estimated Dedicated Schools Grant is shown below:

Original Calculation of Estimated Dedicated Schools Grant 2012/13			£m
Guaranteed Unit of Funding (£)	(A)	4,944.33	
Estimated Pupil Numbers	(B)	44,388	
2012/13 Estimated DSG (A) x (B)			<u>219.469</u>
Final Calculation of Estimated Dedicated Schools Grant 2012/13			£m
Guaranteed Unit of Funding (£)	(A)	4,944.33	
Estimated Pupil Numbers	(B)	44,589	
2012/13 Estimated DSG (A) x (B)			<u>220.463</u>

- 3.4.5 **Appendix 2** identifies the final proposed use of the Dedicated Schools' Grant for release for consultation:
- 3.4.6 **Appendix 3 and 4** provides information on the final proposed individual elements in Appendix 1 of the use of the DSG.

4. POLICY IMPLICATIONS

- 4.1 These proposals support the delivery of priorities identified in "Securing the best possible future for all children and young people in Bromley", the Children and Young People's Plan 2011-12.

5. FINANCIAL IMPLICATIONS

5.1 These are included in the body of this report.

6. LEGAL IMPLICATIONS

6.1 The Local Authority is obliged to account for and distribute funding received from central government, for the purposes of education in accordance with the relevant legislative accounting provisions.

6.2 Where the Local Authority seeks to exercise any discretion that it may have on the distribution of funding that is received, it is prudent to consult on the outcomes with all relevant stakeholders.

Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	

PROPOSED MINIMUM FUNDING GUARANTEE ADJUSTMENTS

2012-13

	Additional MFG Funding	Amount to be removed	Proposed Adjustment as % of SBS	Comments
Chelsfield Primary	25,000	12,500	3%	small school
Cudham C.E Primary	43,000	21,500	5%	small school
Dorset Road Infants	18,500	9,250	2%	small school
Downe Primary	5,000	2,500	1%	changes to staffing
Malcolm Primary	72,000	36,000	3%	Expanding school
Manor Oak	44,000	22,000	2%	small school
Pratts Bottom	35,800	17,900	5%	small school
	243,300	121,650		
Bishop Justus	102,000	102,000	2%	add funding to be removed
Harris Beckenham	80,000	80,000	2%	changes to staffing
	182,000	182,000		

- Additional MFG - Bishop Justus School (Academy)**
 Up to 2010/11 the school was still considered to be an opening school and was in receipt of additional funding generated by the MFG. It was agreed with the Schools Forum that this funding should be phased out once the school was fully open so that the school would be funded on the basis of the formula funding only to bring it in line with other schools. Funding was being phased out in 2009/10 and 2010/11 with the final amount of £200k to be removed in 2011/12, in full agreement of the school. In 2011/12 Schools Forum was no longer allowed to agree this adjustment so application was made to the Secretary of State. This was refused on the grounds that this would have a serious impact on the school concerned.

The LA is requesting that this being given serious consideration again this year on the basis that the school should be funded in line with other schools, and that this would release a large amount of funding which could then be used to benefit all schools.

- Small/Growing Schools**
 These are all small schools where increases in pupil numbers over the last few years have resulted in the MFG increasing at a disproportionate rate to the funding formula each year, with these increases being compounded year upon year. This has also resulted in most of these schools building up significant balances. However, as the LA recognises that the full amount could be too much for a school to lose in any one year, we are proposing to make a 50% adjustment in 2012/13 and again in the following year, if this fits in with the government's new proposals.
- Changes to Staffing**
 Relates to a real reduction in actual staff on upper pay scales which are funded through the Formula

USE OF DEDICATED SCHOOLS GRANT 2012/13

	As at 12th Jan £'000		£'000
Estimated DSG figure (to be confirmed)	219,469		220,463
Estimated future LACSEG Adjustment	-250		-500
Available DSG	219,219		219,963
Central Schools Budget	35,064		35,064
Delegated Budgets			
Primary	69,387	71,000	
MFG		120	
Secondary	8,174	8,331	
Special	9,939	10,210	
	87,500		89,661
Academy Recoupment			
SBS Primary	17,860	17,046	
MFG		180	
SBS Secondary	73,858	71,310	
	91,718		88,536
LACSEG Primary	335	331	
LACSEG Secondary	884	884	
	1,219		1,215
Contingency		1,000	1,937
Behaviour service - income target		-400	-400
FLAG - removal		-400	-400
Other staff costs - reduction		-300	-300
Allocated DSG	215,401		215,313
Unallocated DSG	3,818		4,650
Items for Consideration for unallocated DSG			
Floor area costs - CFC	50	100	
Funding for bulge classes	150	0	(included in schools budgets above)
SEN	2,200	2,200	See Appendix 5
Increased Carbon Reduction Contributions	150	150	
EBD Provision for Primary Girls	290	290	
Home and Hospital Education	100	100	
Add Funding for Early Years	470	470	
Special School Meal Contract	40	40	
Invest to save	0	800	
EY Deprivation support		390	
PRU		110	
Balance	368	0	
	3,818		4,650

FURTHER INFORMATION ON THE USE OF THE DEDICATED SCHOOLS GRANT

Estimated Future LACSEG Reduction

Funding for the schools budget portion of LACSEG will be recovered from LAs' DSG allocations in 2012/13 through recoupment the current methodology including the additional element regarding contingency. This amount allows for future in year academy conversions

Central Schools Budget

This provides for the centrally retained elements of the Schools Budget not delegated to schools. It includes Special Educational Needs, the Behaviour Service, payments to Early Years providers and capital expenditure financed by revenue.

Delegated Budgets Minimum Funding Guarantee

This relates to all maintained schools. The Minimum Funding Guarantee has been adjusted to ensure that no school will have its budget reduced by more than 1.5% per pupil, before the pupil premium is added.

Academy Recoupment

This is the amount top sliced from Bromley's DSG which is given to the YPLA to fund Academies. This assumes two Secondaries and three Primaries converting in 2012/13.

Contingency

It is prudent to keep an amount in contingency to cover any unforeseen eventualities and to avoid unnecessary turbulence. Notionally £250k is being set aside for redundancy and retirement costs (as per 2011/12). S251 returns require this to sit in contingency. A further £750k is set aside for final adjustments to DSG once the final pupil numbers are known. Any unused allocation could be used for other purposes.

Behaviour Service – Income Target

The behaviour service has been given an income target to sell services to academies. This was not in the budget in 2011/12

Flexible Learning Advisory Group (FLAG)

This expenditure was ceased in the summer of 2011. Therefore the funding available for this activity is released.

Other Staff Cost Reductions

Reduction in costs of supply cover costs due to academy conversions. The funding is released.

Floor Area Costs

Additional floor area costs in schools with children and family centres attached which will now be run by the school.

Funding for Bulge Classes

Funding for bulge classes in Primary Schools that will start in September 2012 and will otherwise go unfunded as they will not be picked up in the January 2012 count

Special Education Needs

See Appendix 5.

Carbon Reduction Commitment

The Carbon Reduction Commitment (CRC) scheme imposes a statutory duty on the Council to take certain actions in relation to purchasing carbon allowances and reporting on emissions associated with energy use in buildings. The Council is required to bear the cost of administering the CRC scheme and to purchase carbon allowances on behalf of schools. 2011/12 data shows that additional funding will be required to cover the full costs.

EBD Provision for Primary

Provision for primary aged EBD children. This provision has been agreed by the executive working group as an invest to save.

Home and Hospital Education

Increased provision and costs in this area.

Early Years Funding

Statutory entitlement to provide sufficient places for all three and four year olds. Predicted increase in costs and entitlement over current budget levels.

Special School Meal Contract

Schools meal contract retendered. Additional costs incurred for special schools. Funding needed to meet new contract.

Contribution to Capital/Invest to Save

Potential for an invest to save project for Secondary ASD provision. Potential for Government grant to offset some of the build costs. Remaining costs may have to be funded form DSG. This may not take effect from 2012/13. However this would need to be built into the budgets in the medium term. In the interim the funding could be allocated to Basic Need projects which would benefit all schools including Academies.

Has the potential to help negate ongoing pressures in SEN by diverting costly out of borough placements into in borough provision.

Balance Over Allocated

This would need to be balanced off to get DSG expenditure in line with the overall allocation.

FINAL PROPOSALS FOR USE OF DEDICATED SCHOOLS GRANT

As at the date of the last meeting of the Schools Forum, the indicative figures were showing a potential overspend of £305k in the Dedicated Schools Grant. Additional funding has now been identified relating to pupils that had not been included in the original DSG calculations and subsequently the DSG has now increased from £219,469k to £220,463 which is an increase of £994k.

It is proposed that this funding should be allocated as follows:

Pupil Referral Unit	£110k
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Over the last 3 years there had been a decrease in the number of Permanent Exclusions due to proactive work in conjunction with the schools by the Behaviour Service. However, the number of pupils in the PRU on census date has increased from 57 to 79. This increase of 22 pupils will generate around £110k of additional DSG funding. The increase in pupil numbers which can be seen as a direct result of the increase in permanent exclusions, mainly in secondary schools. This is expected to increase further in 2012/13. Simultaneously the needs and complexity of issues of these students have increased significantly. Many of these students need to be taught in small groups of 6 or 7 or 1:1 teaching due to either behaviour, learning or safeguarding needs. Following discussion with the Head of Service it has been identified that there are significant pressures on the PRU budget and on the service that is being provided.

The PRU budget is operated centrally and does not have a delegated budget and therefore the increase funding does not automatically follow the pupils in the same way. It is proposed that the additional funding should be allocated to the PRU to enable them to provide extra staffing/resources to support the additional pupils. The PRU is currently operated as a central budget however from 2013/14 the Government have indicated that all PRUs will be required to have their own delegated budget.

It is proposed that the additional funding should be allocated to the PRU to enable them to provide extra staffing/resources to support the additional pupils. This will allow the Head of the Unit to look at the staff numbers and to establish a teaching structure that is appropriate to the needs of the pupils.

The Local Authority has put in place a protocol asking all academies to sign up to a formal agreement which will allow the AWPU funding relating to excluded pupils to be recouped by the LA. This funding comes back into the Dedicated Schools Grant and is included in the final reconciliation at the end of the year.

Early Years Funding – Deprivation	£390k
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At the last meeting of the Schools Forum there was some debate around the perception that in Bromley the results in Early Years/ Foundation stage are not above the national average as they are in Key Stage 1 and above. It was therefore proposed that any additional funding that was available within the DSG should be targeted at early years as this would be to the benefit of all schools. It was proposed that this funding should be targeted through the supplements within the Early Years funding formula rather than simply adding it to the core funding. One suggestion at the Schools Forum meeting was that this funding should be allocated through the SEN supplement, by lowering the threshold at which Early Years settings would be eligible for this funding. Currently settings with more than 20% of pupils with Special Educational Needs are eligible for this supplement 2 maintained schools and 4 PVI settings currently receive this funding.

GROWTH BID FOR SEN RELATED AREAS USING DSG

Item for Growth	Funded Pupil Numbers or Places	Budget for 2011/12 £	Budget you are anticipating for 2012/13 £	Funded Pupil Numbers or Places	Growth Bid Required £
Transport contractors -DSG (Riverside Beck and Hayes DSG)		90,000	320,000		230,000
SEN Matrix	915.6	7,253,985	7,831,449	1,014	577,464
SEN Independent Day	112.0	3,866,300	4,573,158	130	706,858
SEN Independent Boarding	84.3	5,823,680	5,637,759	83	-185,921
Alternative Provision	79.9	600,520	740,378	83	139,858
Maintained Day	50.5	1,125,720	1,228,809	57	103,089
Maintained Boarding	13.2	599,610	713,470	16	113,860
Support in Mainstream	124.3	1,056,350	957,033	111	-99,317
Equipment		14,000	14,000		0
Contingency added to Budget		500,000	0		-500,000
Development of 8 Key Stage 1 Placements (Crofton) 7/12 only		0	63,467		63,467
Development of 6 Key Stage 2 Placements (Riverside) 7/12 only		0	77,000		77,000
Increase of place led funding for unit provisions (complexity of need)		0	50,000		50,000
Grovelands Development		0	70,000		70,000
Sub Total		20,930,165	22,276,523		1,346,358
Primary provision for children with complex needs		0	200,000		200,000
Speech and Language Contracts		65,160	311,166		246,006
Health Needs without Recourse to statements		181,000	346,000		165,000
Sub Total		246,160	857,166		611,006
Pupil Resource Agreements		130,000	286,000		156,000
Transition for PRA		0	80,000		80,000
Sub Total		130,000	366,000		236,000
Total		21,306,325	23,499,689		2,193,364

Report No.
DCYP12047

London Borough of Bromley

PART ONE - PUBLIC

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

Date: **For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012**

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

1. REASON FOR REPORT AND SUMMARY OF BUDGET POSITION

- 1.1 This report reviews budget monitoring based on spending to the end of January 2012.
- 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 underspend by £298,000.

2. RECOMMENDATIONS

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

- (i) **consider the projections and note the success of the action taken to offset the previously reported overspending in Social Care and Children With Disabilities placements;**
- (ii) **note contracts of £50,000 and above that have been exempted from the normal requirement to obtain competitive quotes;**
- (iii) **recommend that Executive agree that £75k Pathfinder Grant be added to the 2011/12 CYP budget.**

Corporate Policy

1. Policy Status: Not Applicable:
 2. BBB Priority: Children and Young People:
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 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 additional): 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: 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? Not Applicable
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 January Report
Previous years' overspend due mainly to withdrawal by government of Standards Fund in March	427	427
Sub Total: 2010/11 deficit brought forward into 2011/12	427	427
Final DSG was lower than anticipated in the budget	89	89
Forecast overspending on SEN placements	369	60
Behaviour Support overspending due to pupil volume increase	193	40
Behaviour Support additional income from sales to Academies	-330	-330
Private Nurse payments in excess of budget due to greater take up than anticipated	200	0
Flexible Learning to be ended after the Summer Term	-300	-300
School Improvement Services supplies and services savings and additional grant offset by redeployment costs and additional supplements	-118	37
Jury and maternity cover reimbursement to schools reduced due to academy conversion	-300	-300
Deficit to carry forward (January was a surplus)	-327	150
Other variations (net overspending)	97	127
Sub Total - Total projected net Underspending 2011/12	-427	-427
Projected underspending net of 2010/11 deficit	0	0

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

3.2 £298,000 underspending is projected, as summarised below.

	£'000 Current Variance	£'000 January Report
Increasing numbers and complexity of LAC requiring residential or fostering support including provision for likely increase to the year end.	1245	999
Leaving Care Grant - potential loss of income	160	0
Care Leavers - additional Southwark judgement cases	100	0
SEN Transport overspending due to contract savings target not yet fully achieved	66	66
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	482	588
Children's Centres saving in business rates	-125	-125
Savings from delayed appointments to vacant posts and running costs	-2226	-1390
Total projected net controllable overspending	-298	138

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

Summary

- 3.3 At the last meeting we projected **an overspend of £138k**. Since that time we have conducted the usual officer scrutiny on the remaining expenditure. As in previous years there have been some positive movements in this process, therefore we are now advising Members of a projected **underspend of £298k**. This is a very good position given the massive in-year budget pressures arising from children's social care placements, and reflects the management action and measures in place throughout the year to contain these pressures through compensatory savings elsewhere within the CYP Service, a freeze on all vacant posts and a moratorium on non-essential spend. The actions taken are set out in paragraphs 3.4-3.7 below.

Background

- 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 and cost 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 has achieved compensatory savings in excess of the currently projected overspending from placements. This should be enough to protect the Council against any overspending in the current year, even if considerable new placements were to emerge between now and the end of the financial year.
- 3.5 While the Director CYP has contained the 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 £794k. 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. Although budgetary growth of £600k and £605k respectively largely offsets these pressures, the risk remains of continued escalation in child numbers and costs.
- 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 sustain rigorous management action to contain and reduce the costs of all types of placements. This range of measures includes:-
- (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 and one secondary school. Three of the schools (one primary and 2 secondary) have now become academies, and so a Deficit Recovery Plan is no longer required, since the deficit will be recovered from the Education Funding Agency. The CYP Schools' Finance Team have been working with the remaining three primary governing bodies and head teachers to agree DR Plans. Two of the Plans are expected to be agreed shortly, and the third one has been escalated with involvement by the Assistant Director for Education.

Early Intervention Grant (EIG)

- 3.9 In 2011/12 the Government introduced the Early Intervention Grant. This was an amalgam of many other grants under different funding streams brought together to streamline funding arrangements. Grant funding streams such as SureStart, Connexions, and Disabled children Short Breaks were combined into one grant. Many of the grants were ringfenced and could only be used for specific purposes.
- 3.10 When the Government created the EIG they made it an unringfenced grant. The reason behind this was to give Local Authorities greater freedom and flexibility in how they spend the money they receive from central government and be freed from unnecessary bureaucracy and intrusive performance targets. This has allowed Authorities freedom to use EIG in a flexible manner.
- 3.11 Bromley's allocation has been £11,021,136 in 2011/12 and provisionally £12,010,002 in 2012/13.
- 3.12 In Bromley the grant is notionally attributed to CYP although in effect no services are actually badged to EIG. In 2011/12 and 2012/13 as in previous years, all services have come under scrutiny to achieve efficiencies and savings in order to balance expenditure against a decreasing amount of total government funding. Services that in 2010/11 were financed through ring fenced specific grants, in 2011/12 when they were transferred to the EIG, were no longer restricted by ring fenced grant arrangements and therefore came under scrutiny in the same way as other core funded services.

An example would be that some services such as Connexions and Children and Family Centres that were seen traditionally as EIG funded services have undergone restructuring and their budgets have been reduced as part of the financial planning process. Children and Family Centres have reduced their budget by £600k in 2011/12 and a further £2,200k in 2012/13.

Pathfinder Grant

- 3.13 Bromley in partnership with Bexley LA applied for and was successful in achieving National Pathfinder status and a grant of £75k in 11/12 and £150k in 12/13. The purpose of the SEND Green Paper Pathfinder Grant is to support local authorities and their Primary Care Trust (PCT) partners to test out a range of proposals set out in the SEN and Disabilities Green Paper. This is a major reform agenda in the education and support of children and young people with disabilities and their families. Bromley have been asked to test single assessment processes and a plan birth to 25 covering education, health and care, banded funding, support to parents and carers, children and young people with disabilities and personalised budgets. Work is now successfully underway involving all partners including parents and the voluntary sector. Authority is now requested to adjust the 2011/12 budget accordingly for the £75k grant.

Bromley Welcare

- 3.14 In discussion with the Chief Executive, Director of Finance, Leader of the Council and the Portfolio Holder CYP, it is proposed that an earmarked reserve be created for Bromley Welcare from the projected underspend in the CYP Budget 2011/12. This will sustain the contract but at a lower level for 2012/13; during the course of the year Bromley Welcare will be required to assess alternative viability options for service provision and also alternative funding streams.
- 3.15 A full report on this matter and seeking CYP Portfolio Holder approval is elsewhere on this agenda.

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.

Non-Applicable Sections:	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 January 2012

	A	B	C	D	E	F	G	I	J	K
76	2010/11			2011/12	2011/12	2011/12	Variation	Notes	Variation	Full Year
77	Actuals		TABLE 1: SCHOOLS' BUDGET PART OF	Original	Latest	Projected	Projected	in	Last	Effect
78			EACH SERVICE	Budget	Approved	Expenditure	This month	App2	Reported	
79	£'000			£'000	£'000	£'000	£'000		£'000	£'000
80	12,063		Access	12,995	13,066	13,154	88	A	-237	0
81	15,530		SEN and Inclusion	16,667	19,762	20,170	408	B	101	500
82	412		Commissioning and Business Services	473	483	183	-300	C	-300	-473
83	904		School Improvement Services	907	907	789	-118	D	37	0
84	166,816		Schools Related Budgets	176,921	106,702	106,108	-594	E	-117	473
85	-195,830		Dedicated Schools Grant & Pupil Premium	-208,024	-140,981	-140,465	516	F	516	-500
86	43		Research and Statistics	0	0	0	0		0	0
87	62		Strategic Planning and Commissioning	61	61	61	0		0	0
88	0		MET FROM COUNCIL BUDGET	0	0	0	0		0	0
90	2010/11			2011/12	2011/12	2011/12	Variation		Variation	Full Year
91	Actuals		TABLE 2: NON-SCHOOLS AND SOCIAL	Original	Latest	Projected	Projected		Last	Effect
92			CARE PARTS OF EACH SERVICE	Budget	Approved	Expenditure	This month		Reported	
93	£'000			£'000	£'000	£'000	£'000		£'000	£'000
94			Education Division							
95	1,189		Access	2,283	2,283	1,978	-305	1	-233	0
96	5,448		SEN and Inclusion	7,602	7,602	8,233	631	2	692	40
97	479		Commissioning and Business Services	1,840	1,810	1,000	-810	3	-413	0
98	1,258		School Improvement Services	1,574	1,574	1,322	-252	4	-169	0
99	8,374			13,299	13,269	12,533	-736		-123	40
100			Early Intervention Grant	-10,999	-10,999	-10,999	0			
101	N/A									
102			Safeguarding and Social Care							
103			Care and Resources	12,503	12,465	14,022	1,557	5i	988	194
104	9,996		Safeguarding and Quality Assurance	2,091	2,169	2,062	-107	5i	-107	0
105	2,038		Safeguarding and Care Planning	2,996	2,937	2,937	0	5i	10	0
106	5,097		Referral and Assessment	7,312	7,322	6,438	-884	5i & 5ii	-386	0
107	3,789		Bromley Youth Support Programme	3,324	3,324	3,260	-64	5iii	-180	0
108	4,146			28,226	28,217	28,719	502		325	194
109	25,066									
110			Strategy and Performance							
111	665		Research and Statistics	580	566	511	-55		-55	0
112	450		Strategic Planning and Commissioning	425	507	498	-9		-9	0
113				1,005	1,073	1,009	-64	6	-64	0
114	1,115									
115	34,555		TOTAL CONTROLLABLE BUDGETS	31,531	31,560	31,262	-298		138	234
116	40,835		TOTAL NON CONTROLLABLE	10,375	28,975	28,836	-139		-6	
117	7,334		TOTAL EXCLUDED RECHARGES	6,172	6,172	6,172				
118	82,724		TOTAL NON-SCHOOLS BUDGET	48,078	66,707	66,270	-437		132	234
127	Actuals		TABLE 3:	Original	Latest	Projected	Projected		Last	Full Year
128			TOTAL FOR EACH SERVICE	Budget	Approved	Expenditure	This month		Reported	Effect
129	£'000			£'000	£'000	£'000	£'000		£'000	£'000
130			Education Division							
131	13,252		Access	15,278	15,349	15,132	-217		-470	0
132	21,022		SEN and Inclusion	24,269	27,364	28,403	1,039		793	540
133	891		Commissioning and Business Services	2,313	2,293	1,183	-1,110		-713	-473
134	2,162		School Improvement Services	2,481	2,481	2,111	-370		-132	0
135	166,816		Schools Related Budgets	176,921	106,702	106,624	-78		-117	473
136	-195,830		Dedicated Schools Grant & Pupil Premium	-208,024	-140,981	-140,981	0		516	-500
137	N/A		Early Intervention Grant	-10,999	-10,999	-10,999	0			
138	8,313			2,239	2,209	1,473	-736		-123	40
139			Safeguarding and Social Care							
140	9,996		Care and Resources	12,934	12,465	14,022	1,557		988	194
141	2,038		Safeguarding and Quality Assurance	2,091	2,169	2,062	-107		-107	0
142	5,097		Safeguarding and Care Planning	2,565	2,937	2,937	0		10	0
143	3,789		Referral and Assessment	7,312	7,322	6,438	-884		-386	0
144	4,146		Bromley Youth Support Programme	3,324	3,324	3,260	-64		-180	0
145	25,066			28,226	28,217	28,719	502		325	194
146			Strategy and Performance							
147	664		Research and Statistics	580	566	511	-55		-55	0
148	512		Strategic Planning and Commissioning	486	568	559	-9		-9	0
149				1,066	1,134	1,070	-64		-64	0
150	1,176									
151			TOTAL CONTROLLABLE FOR CYP	31,531	31,560	31,262	-298		138	234
152	40,835		TOTAL NON CONTROLLABLE	10,375	28,975	28,836	-139		-6	0
153	7,334		TOTAL EXCLUDED RECHARGES	6,172	6,172	6,172	0		0	0
154	82,724		PORTFOLIO TOTAL	48,078	66,707	66,270	-437		132	234

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

BUDGET VARIATIONS - ALLOCATIONS FOR 2011/12	Table 1:	Table 2:	Table 3:
	Schools Budget	Non-Schools Children's Social Care Budget	Total for Children and Young People Department
	£'000	£'000	£'000
2011/12 Original Budget	0	48,078	48,078
General			
Revenue contribution to capital and property adjustments		Cr 310	Cr 310
Svces)		Cr 19	Cr 19
Government Grants Deferred - removal of 2011/12 budget allocation		18,910	18,910
Total General		18,581	18,581
Grants included within Central Contingency Sum			
<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		Cr 10
Lottery Funding - expenditure	10		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
Total Grants	0	0	0
Corporate contribution to CYP for temporary secondment arrangement		48	48
Total Variations per Budget Monitoring Report	0	18,629	18,629
2010/11 Latest Approved Budget	0	66,707	66,707

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

REASONS FOR VARIATIONS

Based on January figures

The comments below cover only significant variances, so the total for the itemised variations will not always be the same as the headline variance.

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', Education Funding 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:-

A.	ACCESS Dr £88k	£'000
	1) Sale of services to academies in behavioural services	-330
	2) Volume and complexity of need increases in Home and hospital tuition	193
	3) Additional costs of redeployment	25
	4) Payments to private nurseries are above budget due to volume increases.	200
		<u>88</u>
B.	SEN AND INCLUSION Dr £408k	
	1) SEN placements Pupil-Driven spending Details in Appendix 3. The overspending has reduced from last month's reported overspending of £362k mainly because of a reduced forecast for expected starters across all categories.	369
	2) £ additional transport costs due to pupil volumes	39
		<u>408</u>
C.	COMMISSIONING & BUSINESS SERVICES Cr 300k	
	Flexible Learning strategy ended in the summer term	<u>-300</u>
D.	School Improvement Services Cr 118k	
	Additional Fam Lit & Num grant income (£70k) and savings in supplies and services (-£100k), offset in part by overspend on redeployees and additional supplements (£52k)	<u>-118</u>
E.	SCHOOLS RELATED BUDGETS Cr 594k	
	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) Deficit in the Schools' Budget to carry forward into 2012/13 Schools' Budget	-327
		<u>-594</u>
F.	DEDICATED SCHOOLS GRANT INCOME £516k below budget	
	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)

REASONS FOR VARIATIONS

Based on January figures

1. Access - cr £305k

£'000

1. Education Welfare Service

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 -55
-39

2. Pupil uniforms and transport awards

Savings from restrictions in awards -88

2. Early Years

savings are being made by holding some posts vacant. -178

-305**2. SEN and Inclusion - Dr £631k**SEN Transport Contracts, Non-Schools' Budget component

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 £482k

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.

Pupil placements are driving the overspending in both the Schools' Budget and the non-Schools' Budget. Rigorous management action will continue to be taken by the Director of Children and Young People and the Assistant Directors (Education and Safeguarding & Social Care) to contain and reduce costs:

- Review children in high cost residential and independent fostering.
- Further strengthened gate keeping. All placements must be agreed and approved at CSC Placement Panel and by the Assistant Director for Social Care. Cases are reviewed quarterly. Numbers of Looked After Children reduced from 299 in May 2010 to 269 in March 2011.
- Implementation of an Adolescent and parenting support team to focus on preventing teenagers coming in to care.
- Joint work with the Housing Department to divert potential 16 plus homeless youngsters away from care system to supported lodgings through Housing Department.
- A review of fostering provision and costs. A work programme is currently under way to increase the number of LBB foster placements and reduce dependency on Independent Foster Agencies as well as develop packages of support to carers to enable more challenging children to be cared for within foster homes.
- Introduction of rolling interview panels, a Children's 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.
- Tightly controlled purchasing of placements through negotiation, clear specifications, avoiding 'extras', achieving least expensive options where possible.

482

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.

Education Psychologists: correction to back-pay for 6 staff		22
Cover for long term sickness within SEN team		22
Consultancy costs for ASD reprovion project and tribunal representation re placements		39
		<u>631</u>

3. Education Commissioning & Business Services - Cr £810k

Commissioned Services

Projected shortfall in sold services income. Although the new sold services are performing well by comparison with previous years' income, budgeted income was not well-matched to previous years' performance.

Savings from consolidating former Sure Start Grant funded services into Commissioned Services	160	
Savings from restrictions on supplies and services spending	-616	
	<u>-114</u>	-570

Business Partnerships

The service is in transition to converting to a sold services basis and it has been successful in generating additional income from sales to schools. It has also generated income from external contracts and agreements. This applies in the current year only and next year's budgets will be configured in line with the future shape of the service

	<u>-240</u>
	<u>-810</u>

4. School Improvement Services - Cr £252k

Savings from consolidating former Sure Start Grant funded services		-200
Vacancy savings, Children in Care Education Service		-52
		<u>-252</u>

5. Safeguarding and Social Care Division - Dr 502k

5 i Children's Social Care Dr £1517k

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.

Care and Resources - Dr £1522k (excluding salaries)

Children's' Placements	1045	
Bromley Welcare - earmarked reserve	200	
UASC Leaving Care Grant - potential loss of income	160	
Housing Benefit for Care Leavers:		
Under 18s - addit Southwark Judgement clients	100	
Under 18s	14	
Over 18s - Under recovery of rent	12	
Over 18s - in-year write off	40	
Freezing of Saxon Centre Supplies & Services Budgets	-24	
Freezing of posts within Fostering Service	-25	
	<u>1522</u>	

Safeguarding and Quality Assurance - Cr £107k (excluding salaries)

Savings have been identified to help offset the overspend on Placements.

Savings on the Training budget	-25	
Savings in staff advertising	-29	
A £14k contribution will be made from the Child Death Overview Process budget to support	-14	
Additional income from the CWDC	-39	
	<u>-107</u>	

Safeguarding and Care Planning - Cr £20k (excluding salaries)

£20k savings target on Section 17 budgets to off-set the costs of the NRPF clients. -20

Referral and Assessment - Cr £28k (excluding salaries)

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.

	182	
This overspend will be part met from an underspend on S17 budgets	-21	
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	-37	
	<u>72</u>	1517

5 ii Bromley Children Project within Referral and Assessment Service - Cr 951k.

Savings in business rates against last years' accrual since charges were lower than expected	-124	
savings are being made by holding some posts vacant.	-54	
Central BCFP expenditure and income	-62	
Savings in the commissioning budget	-476	
Blenheim & Hawes Down Hub 133603/133621	-126	
Community Vision Hub 811900	-109	
	<u>-951</u>	

5 iii. Bromley Youth Support Programme - Cr £64k

Youth - Savings from delayed appointments to vacant posts, running costs, and additional income.	-434	
Provision for remodelling of targeted youth support service	400	
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.	-30	
	<u>-64</u>	
		<u>502</u>

6. Strategy & Performance Division - Cr 64k

Additional income from services sold to schools		-46
Additional IT maintenance costs		17
Posts being held vacant		-35
		<u>-64</u>

7. THE SCHOOLS' BUDGET No impact on General Fund

Expenditure on schools is funded by Dedicated Schools Grant (DSG) provided by the Department for Education. DSG is ring - fenced and can only be applied to meet expenditure properly included in the Schools' Budget. The final DSG settlement was confirmed at £89k lower than anticipated due to reduced pupil numbers. Overspends and underspends must be carried forward to the following year's Schools' Budget. A modest surplus is projected.

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.

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.

Waiver of Financial Regulations

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempted from the normal requirement to obtain competitive quotations, 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 last report to the Executive there have been three contracts exceeding £50,000 but less than £100,000, and 6 contracts exceeding £100,000.

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:

SEN Management salaries increased	£9,000	
Taken from Learning & Achievement Division professional fees	£9,000	
Reason: unavoidable sick cover in SEN Transport section		
Access service salaries increased to cover additional salary for sold services project worker	£25,000	
Taken from pupil benefits budget underspending		£25,000
Reason: Furtherance of the sold services to schools agenda.		

These will be included in the CYP budget monitoring report and Financial Regs require that they are also reported to Executive.

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 November 2011 £	Movement £
Additional Classroom assistants (non-delegated)	136595 1507	4.0	56,850	1.8	38,783	-2.2	-18,067		-18,068	1
Outborough School placements:Recoupment Expenditure										
- Independent day	136598 3680	112.0	3,866,300	122.7	4,434,925	10.7	568,625	1	538,813	29,812
- Independent boarding	136598 3681	84.3	5,823,680	82.9	5,659,730	-1.4	-163,950		-185,921	21,971
- OLEA maintained day	136598 3151	50.5	1,125,720	57.3	1,265,289	6.8	139,569		103,089	36,480
- OLEA maintained boarding	136598 3152	13.2	599,610	13.5	637,289	0.3	37,679		37,679	0
- Alternative Programmes / Therapy	136598 3692	79.9	600,520	71.1	696,314	-8.8	95,794		43,458	52,336
- Additional support in mainstream	136598 3154/3160/3162	124.3	1,056,350	101.2	913,446	-23.1	-142,904		-189,272	46,368
General Contingency for additional starters			500,000				-500,000	1	-500,000	0
Pupils with statements, non delegated budgets		468.2	13,629,030	450.5	13,645,777	-17.7	16,747		-170,222	186,969
Recoupment income	136598 8150-8355	-292.0	-2,591,990	-190	-2,200,000	101.7	391,990		391,990	0
Total non-delegated variation: pupils with statements		176.2	11,037,040	260.2	11,445,777	84.0	408,737		221,768	186,969
Pupils with statements: expenditure delegated to schools as Matrix funding	102/104	915.6	6,681,175	964.9	7,554,067	49.3	872,892		791,308	81,584
Approved addition to Matrix funding			572,810		0		-572,810		-572,810	0
Effect of previous years creditors in 2011/12					-333,447		-333,447		-373,727	40,280
Effect of previous years debtors in 2011/12					-6,314		-6,314		-6,314	0
Combined total, delegated and non-delegated		1,091.8	18,291,025	1,225.1	18,660,083	133.3	369,058		60,225	308,833

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 £
RESIDENTIAL													
808***3504	Community Homes with Education	1,571,250	3,074	8.40	187,054	1,438,721	3,729	10.19	141,210	(132,529)	655	1.79	(45,844)
808***3505	Community Homes	1,257,000	4,392	12.00	104,750	1,338,015	3,476	9.50	140,884	81,015	(916)	(2.50)	36,134
808***3507	Secure Accommodation	52,400	110	0.30	174,667	93,506	145	0.40	236,022	41,106	35	0.10	61,355
808***3610	Boarding Schools	314,250	1,830	5.00	62,850	484,214	1,925	5.26	92,064	169,964	95	0.26	29,214
808***3764	Transport	153,020				144,965				(8,055)			
Various	Outreach Services	117,760				152,233				34,473			
808160	Care Proceedings (PLO)	496,350				831,456				335,106			
2640	Respite Care (all)	10,500				0				(10,500)			
Sub total Residential Placements		3,972,530	9,406	25.70	124,315	4,483,110	9,275	25.34	132,370	510,580	(131)	(0.36)	8,055
FOSTERING													
808***3630	Fostering IFA	1,699,000	11,895	32.50	52,277	1,843,412	15,284	41.76	44,143	144,412	3,389	9.26	(8,133)
833***3701	Fostering In house	2,618,750	41,358	113.00	23,175	2,939,398	47,347	129.36	22,722	320,648	5,989	16.36	(453)
833***3706	Fostering In house - Respite	0				24,383				24,383			
833***3747	Special Guardianship Orders	209,500	3,916	10.70	19,579	300,244	11,047	30.18	9,947	90,744	7,131	19.48	(9,632)
833***3766	Kinship Allowances	523,750	9,882	27.00	19,398	421,154	11,030	30.14	13,975	(102,596)	1,148	3.14	(5,423)
833***3767	Residence Order Allowances	261,900	13,615	37.20	7,040	350,235	13,835	37.80	9,265	88,335	220	0.60	2,225
833***3764	Transport	23,310				60,559				37,249			
Sub total Foster Placements		5,336,210	80,666	220.40	24,106	5,939,385	98,543	269.24	21,744	603,175	17,877	48.84	(2,362)
SUB TOTAL RESIDENTIAL/FOSTERING		9,308,740	90,073	246.10		10,422,495	107,818	294.58		1,113,755	17,745	48.48	
ADOPTION PLACEMENTS													
833***1769	Interagency Adoption Fees	62,780				67,695				4,915			
833***3702	Adoption Allowances and other costs	204,640	13,359	36.50	5,607	314,604	16,104	42.00	7,491	109,964	2,745	7.50	1,884
833***9180	Income from Assessments	(40,920)				(24,191)				16,729			
Sub total for Adoptive Placements		226,500	13,359	36.50	5,607	358,108	16,104	42.00	7,491	131,608	2,745	5.50	1,884
TOTAL OF CHILDREN'S PLACEMENTS		9,535,240	103,432	282.60		10,780,603	123,922	336.58		1,245,363	20,490	53.98	

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 £
	RESIDENTIAL													
576,067	3504	Community Homes with Education	437,700	1,423	3.89	112,587	729,057	2,375	6.49	112,335	291,357	952	2.60	(251)
399,596	3606	Specialist Community Homes	410,300	1,464	4.00	102,575	520,076	1,435	3.92	132,672	109,776	(29)	(0.08)	30,097
396,285	3610	Boarding Schools	449,800	2,211	6.04	74,457	461,452	2,108	5.76	80,113	11,652	(103)	(0.28)	5,657
1,371,948	Sub total Residential Placem		1,297,800	5,098	13.93	93,174	1,710,585	5,918	16.17	105,788	412,785	820	2.24	12,613
	FOSTERING													
47,736	3630	Fostering IFA	43,800	366	1.00	43,800	47,057	366	1.00	47,057	3,257	365	0.00	3,257
47,692	3701	Fostering In house	57,000	1,098	3.00	19,000	94,062	977	2.67	35,229	37,062	365	0.00	16,229
95,428	Sub total Foster Placements		100,800	1,464	4.00	25,200	141,119	1,343	3.67	38,452	40,319	(121)	(0.33)	13,252
	DIRECT FINANCIAL SUPPORT TO 16-17 YEAR OLDS													
44,432	4082	Financial Support	0		0.50		29,146		0.68	42,862	29,146		0.18	42,862
1,511,808	TOTAL CHILDREN WITH DISABILITY PLACEMENTS		1,398,600	6,562	18.42		1,880,850	7,261	20.52		482,250	700	2.10	

**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	1,245k overspent	<p>Total full year effect projection £794k. Less sums already included in the financial forecast £600k. Net full year projection £194k. 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	482K overspent	<p>Total full year effect projection £645k. Less sums already included in the financial forecast £605k. Net full year projection £40k. 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)
		<p style="text-align: center;">There have been no new placements less than £100k since the previous report.</p>						

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	Anticipated Placement Date	Placement Type	Client ID	Period from	Period to	Financial Commitment £	Review Date	Comments (if any)
Social Care	07-Jan-12	Comm Home + Ed	P (RS)	07-Jan-12	01-Jun-12	£187,512	01-Jun-12	
Social Care	01-May-05	Spec Comm Home	P (SM)		01-Jun-12	£175,188	01-Jun-12	
Social Care/PCT	09-Apr-09	Spec Comm Home	P (TRW)		01-Jun-12	£150,384	01-Jun-12	
Social Care	28-Apr-11	Spec Comm Home	P (JCG)		01-Jun-12	£174,304	01-Jun-12	
Social Care	20-Jan-12	Comm Home + Ed	P (LB)	20-Jan-12	See comment	£150,800	31-Mar-12	This placement is likely to change before 31 March 2012.

NON-PLACEMENT CONTRACTS UNDER AND 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.

NAME OF PROVIDER(S)	CONTRACT DESCRIPTION	TYPE OF WAIVER	START DATE OF CONTRACT	END DATE OF CONTRACT	REVISED END DATE OF CONTRACT (WHERE APPLICABLE)	ANNUAL VALUE	WHOLE LIFE VALUE	Authorisation
Between £50 and £100k								
Community Service Volunteers	Community Service Volunteers help support the statutory child care services in the safeguarding of children and young people. The service is designed to assist families through the input from volunteers to develop and understand the importance of care routines for children, to develop parenting skills and to sign- post families into universal support services.	Extension	01/04/2011	31/03/2012	31/03/2013	38000	76000	Approved by Director CYP; Director of Resources; Finance Director.
Fleet Tutors	1:1 tuition for Looked After Children.	Extension	01/10/2010	31/09/2011	31/09/2012	55000	87060	Approved by Director CYP; Director of Resources; Finance Director.
Bromley Healthcare	Speech and Language Occupational Therapy at Bromley special schools; schools with SEN units; Phoenix Pre-School Assessment Centre; and Inclusion Support Service	Exemption	01/04/2012	31/07/2012		80943	80943	Approved by Director CYP; Director of Resources; Finance Director. Short term exemption to develop longer term procurement strategy for continuation of provision post July 2012.
Over £100k								
Principals Catering	Catering provision at the Education Development Centre	Extension	01/04/2011	31/03/2012	31/03/2013	53426	106853	Approved by CYP Portfolio Holder via CYP PDS February 2011.

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Report No.
DCYP12035

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children and Young People Portfolio Holder

Date: For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **ASSET MANAGEMENT PLANNING: SCHOOLS PLANNED MAINTENANCE AND SUITABILITY PROGRAMME 2012-13**

Contact Officer: Robert Bollen, CYP Strategic Property Manager
Tel: 020 8313 4697 E-mail: robert.bollen@bromley.gov.uk

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

Ward: All

1. Reason for report

- 1.1 This report sets out the proposed 2012-2013 Planned Maintenance programme and Suitability Programme.
-

2. **RECOMMENDATION(S)**

- 2.1 **That the Children and Young People Policy Development and Scrutiny Committee notes the 2012-13 School Planned Maintenance and Suitability Programme.**
- 2.2 **That the Portfolio Holder for Children and Young People Services approves the list of schemes to be included in the 2012-2013 Planned Maintenance Programme.**
- 2.3 **That officers develop a Suitability and Seed Challenge Programme for 2012-13 for future consideration by the Portfolio Holder.**
- 2.4 **That, where appropriate, the Director of Children and Young People Services be authorised to submit planning applications at the appropriate time in respect of the schemes set out in this report.**

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Children and Young People:
-

Financial

1. Cost of proposal: Estimated Cost:
 2. Ongoing costs: Non-Recurring Cost:
 3. Budget head/performance centre: Education Capital Programme
 4. Total current budget for this head: £2,576,170 Capital Maintenance Grant
 5. Source of funding: DfE Capital Maintenance Grant
-

Staff

1. Number of staff (current and additional):
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Non-Statutory - Government Guidance:
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All Local Authority Maintained and Voluntary Aided Schools
-

Ward Councillor Views

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

3. COMMENTARY

3.1 The Council has a five year maintenance programme of CYP properties that is reviewed each year based on funding available, condition of facilities and urgent items that arise inter-year. As part of this process schools are formally consulted on the priorities for support during the year ahead. The Council also provides assistance to improve the security and suitability of schools as well as operating the Seed Challenge programme that part funds school promoted improvements that meet set criteria.

3.2 The CYP buildings planned maintenance and suitability programmes are funded by 100% Department for Education Capital Maintenance Grant. Bromley's allocation for 2012-13 is £2,576,170. This budget will fund the Council's programmes as follows:

Planned Maintenance Programme	£1,976,170
Suitability Programme	
(i) Seed Challenge	£300,000
(ii) Security	£150,000
(iii) Suitability	£150,000
	<hr/>
Total:	£2,567,170

3.3 The Capital Maintenance Grant is allocated specifically for use at Local Authority Maintained Schools.

3.4 The total Devolved Formula allocation for Bromley Local Authority Maintained schools is £431,766 with a further £104,389 for Voluntary Aided Schools.

3.5 Voluntary Aided Schools in Bromley have been awarded £486,662 for 2012-13 for in-year capital maintenance via the LEA (Local Education Authority) Co-ordinated Voluntary Aided Programme (LCVAP). Officers are awaiting a final LCVAP Programme following discussions with the Church of England and Roman Catholic diocese and as in previous years their priorities will be reflected within the final version of the Council's planned maintenance programme.

Planned Maintenance Programme

3.6 The Council's CYP planned maintenance programme for 2012-13 has a value of £2.567m.

3.7 Prior to the 2011-12 programme consultation took place with schools on the proposed programme during November and December. However, as the Government's announcement of the Capital Maintenance Grant allocation for Bromley was not made until December 2011 and the urgent need to programme works during summer 2012, we have not be able to consult on this year's priorities identified through analysis of need and condition. During 2012-13 the Council will need to consider what framework it implements to consult with school on capital allocation as a result of the recommendations of the James Review of Education Capital and the movement towards area based budgets.

Suitability Programme

3.8 In line with previous years a budget of £600,000 has been allocated to improve the 'suitability' of school buildings. This is split between the Seed Challenge programme (£300,000) and Security (£150,000) and Suitability (£150,000) improvements.

3.9 The Local Authority (LA) undertakes periodic full suitability surveys of all education buildings. This exercise provides the LA with comprehensive information on the 'suitability' issues that exist in Bromley schools and has been used to inform this process.

Seed Challenge

- 3.10 The Local Authority continues to manage a successful programme under its Seed Challenge initiative. This provides for improvement works at schools where 50% of the cost is met by the LA at primary or special schools, and 34% of the cost at secondary schools. This has been a highly popular programme which has produced a wide range of needed improvements across the Authority's schools. It is proposed to continue this programme at a similar level of funding at £300,000. The criteria for the selection of schemes will be agreed with the Director of Children and Young People Services.

Security

- 3.11 In past years the Local Authority has supported schools who were experiencing a range of security and health and safety issues. The intention is to continue to offer contributions to schools and to thereby share the cost of improvements and it is recommended that £150,000 is allocated to support such initiatives in 2012-13.

Suitability

- 3.12 The programme supports improvements at schools to bring teaching environments up to present standards. £150,000 funding provided in 2011-12 has allowed the final phase of suitability works at Farnborough Primary School to commence, with the outcome of bringing the whole school up to standard. This year's allocation will allow consideration of other priorities including consideration of improvements at Clare House Primary School once the outcome of the Council's bid for funding to rebuild the school under the Priority School Building Programme is known.

4. POLICY IMPLICATIONS

- 4.1 Building Maintenance is an important part of managing the Council's Property Assets. LBB's Asset Management Plan sets out the important role that asset management plays in delivering the Council's priorities and achieving value for money in the delivery of services and management of the Council's property portfolio.
- 4.2 The Council acknowledges its social, economic and environmental aims and targets set within its existing policy framework: Building a Better Bromley 2020 Vision, Local Area Agreement and Portfolio Plans and its duty to promote social, economic and environmental well being.
- 4.3 The Council has a policy of supporting local business and Small Medium Enterprises (SMEs). The procurement strategy outlined in paragraph 13 directly encourages this support."

5. FINANCIAL IMPLICATIONS

- 5.1 The Executive approved the Planned Maintenance Budget at their meeting on 1 February 2012. This was based on the £2,567,170 Capital Maintenance Grant received from Government. This report recommends a Planned Maintenance and Suitability Programme at Children and Young People properties valued at £2,567,170 and demonstrates how this sum will be allocated against specific projects.

6. LEGAL IMPLICATIONS

- 6.1 A significant number of schemes listed need to be undertaken to ensure that the Council's responsibilities under health and safety legislation are being met.

Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	

NAME OF SCHOOL OR ESTABLISHMENT	2012/2013 DESCRIPTION YEAR 1	AMP	BUDGET	2013/2014 DESCRIPTION YEAR 2	AMP	BUDGET	2014/2015 DESCRIPTION YEAR 3	AMP	BUDGET	2015/2016 DESCRIPTION YEAR 4	AMP	BUDGET	2016/2017 DESCRIPTION YEAR 5	AMP	BUDGET
Alexandra Infant	Fire alarm and wiring blk A	C4	14433	Replace lead water main blk A	C1	2500	Asphalt roof blk B	C1	421922				Ceilings blk B	D2	5093
	Electrical rewire	C1	50000	Luminaires wiring blk A	C4	4243	Stonework blk B	C1	10395				Canopy blk B	C1	10395
	Hall Floor	D1	25000	Misc power and sockets blk A	C4	4416							Internal walls blk B	D2	2646
				Sub main cables blk A	C4	4095							Windows blk B	D2	6338
Alexandra Junior	Fire alarm accessories & wiring blk A	C2	17082	Heat source blk A	C3	8085									
	Land drain	C1	40000	Convert to gas heat source	C3	15000									
	Roofs/structure blk A	C1	27720	Emergency luminaires blk A	C4	4672									
				Luminaires wiring blk A	C3	3285									
				Power wiring blk A	C3	3504									
				Sub mains cables blk A	C3	4847									
Balgowan Primary Academy Conversion															
Bickley Primary															
Biggin Hill Primary ex Infant Bldg Academy Conversion															
Biggin Hill Primary ex Junior Bldg Academy Conversion															
Blenheim Primary	Flat roofs & roof lights	C1/2	21601	Electrical wiring & dist panels	C1	8151							Mechanical pumps X 3 main bldg	C1	14663
	Water storage main bldg	C1	29406	Water heaters main bldg	C1	15384									
Blenheim Centre ex Blenheim Infant School	Heat Source X 1	C1	34650	Fire alarm wiring main bldg	C2	39270									
Bromley Road Infant	Wood block floor blk A	C3	25000	Investigate cracking to external walls blk A	C4	6207									
Burnt Ash Primary	Toilet refurbishment ph 1	C1	34650	Dist pipework gas blk 1	C3	57973							Roof blk 1	D1/C3/C4	9074
	Toilet refurbishment ph 2	C1	34650	Dist pipework CWS blk 1	C3	56126									
				Dist pipework HWS blk 1	C3	57973									
				Dist pipework htg	C3	57973									
				Power wiring blk 1	C3	15374									
				Heat emitters blk 1	C3	108560									
Castlecombe Primary															
Chelsfield Primary															
Churchfields Primary															
Clare House Primary				External doors	C1/C3	7080	Electrical services	C3/4	10258				Mechanical pumps X 2	C3	7278
				Suspended ceilings	C2/3	10234	Electrical sub main cables	C4	4467						
				Replace wood block floor finish	C2	16201									
				Curtain walling	C2/3/4	30555									
				Fire alarm access'ies & wiring	C3	15743									
				Luminaires wiring	C4	17014									
				Freestanding flue	C3	2888									
				Distribution pipework HWS	C3	18165									
			Convector	C3	26618										
			Water heaters	C3	11672										
Crofton Infant	Flat roof blk 1	C1	86625	Flat roofs main blk	C3	16287							Mechanical pumps	C1	16886
Crofton Junior Academy Conversion in progress				Cladding blk H2	C2	6585				Power and sockets blk A	C1	40425	Water storage blk A	C2	57484
				Fire alarm wiring blk A	C1	23100							Wood block floor blk	D2	17782
				Distribution pipework	C2	17270									
				HWS/CWS blk 1											
			Distribution pipework HWS	C2	15078										
				blk A											

Please note that only those projects shown in Year 1 have an agreed budget allocation. Projects in years 2 and 5 will be subject to further review and possible rescheduling

NAME OF SCHOOL OR ESTABLISHMENT	2012/2013 DESCRIPTION YEAR 1	AMP	BUDGET	2013/2014 DESCRIPTION YEAR 2	AMP	BUDGET	2014/2015 DESCRIPTION YEAR 3	AMP	BUDGET	2015/2016 DESCRIPTION YEAR 4	AMP	BUDGET	2016/2017 DESCRIPTION YEAR 5	AMP	BUDGET
				Distribution pipework CWS blk A Distribution pipework HWS blk D Distribution pipework CWS blk D Pitched roof blk H1 Main switch & dist panel blk A Sub dist boards blk A Light fittings	C1 C2 C1 C1 C3 C1 LBB	14598 9314 9314 9639 5687 12077 20000									
Darrick Wood Infant Academy Conversion															
Darrick Wood Junior	Windows	C1	50000	Fencing Dist pipework gas main bldg Dist pipework htg main bldg Heat emitters main bldg	D2 C3 C3 C3	7407 29548 29548 97341	Dist pipework CWS main bldg Dist pipework HWS main bldg Water storage	C3 C3 C3	28607 29548 101705				Windows music hut	C3	6516
Dorset Road Infant															
Downe Primary				Fencing main bldg Sanitary fittings main bldg	C2/3/4 C3	5838 6038	Dist pipework HWS main bldg Dist pipework CWS main bldg	C3 C3	5255 10431				Fire alarm system	C2	5710
Edgebury Primary	Kitchen refurbishment Flat roof main bldg ph 2	C1 C1-4	50000 50000	Heat emitters main bldg	C2	14336				Sanitary fittings main bldg	C2	9133	Mechanical pumps Internal walls rm 27 main bldg Water storage main bldg	C1 C2 C1	7278 7970 29406
Farnborough Primary				Luminaires Internal walls main bldg	D1 D2	6930 50000									
Grays Farm Primary	Sub distribution boards main bldg Kitchen canopy	D1 C2	8686 23100	Water heaters main bldg External walls, mobile Fencing Fencing (Treat as 1 job) Dist pipework HWS main bldg Dist pipework CWS main bldg Dist pipework gas main bldg Heat emitters	C2 D2/C2 C4 D2 C1 C1 C1 C1 C2	22800 9419 10707 2310 41039 39732 41039 17325									
Green Street Green Primary Academy Conversion															
Hawes Down Infant	Roof nursery block	C1	40000	Fencing Fencing (treat as 1 job) Heating controls main bldg Dist pipework htg main bldg (treat as 1 job) Wall cladding blk 3 Ceilings main bldg	C4 C2 C3 C2 C2 C2/3	1548 10100 1037 18087 12610 23052				Mobile replacement	C4	120000	Kitchen canopy Internal walls main bldg Ceilings blk 3	C2 C3 C2	23100 12360 5716
Hawes Down Junior	Replace fire alarm main bldg	D2	25487	Dist pipework htg main bldg Luminaires main bldg phase 2 Wood block floor finish main bldg	C2 D1 D2	29407 27544 21865									

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NAME OF SCHOOL OR ESTABLISHMENT	2012/2013 DESCRIPTION YEAR 1	AMP	BUDGET	2013/2014 DESCRIPTION YEAR 2	AMP	BUDGET	2014/2015 DESCRIPTION YEAR 3	AMP	BUDGET	2015/2016 DESCRIPTION YEAR 4	AMP	BUDGET	2016/2017 DESCRIPTION YEAR 5	AMP	BUDGET
Hayes Primary Academy Conversion															
Highfield Infant Foundation School				Convector main bldg	C3	23879	Luminaires & wiring main bldg	C3	5932						
				Mechanical fans main bldg	D2	20790	Misc power main bldg	C3	2900						
				Mechanical pumps main bldg	C3	11024	Sub dist boards main bldg	C3	11783						
				Heat emitters, heat source & pumps school house	C3	17077	Sub main cables main bldg	C3	4011						
				Heat source X 2 main bldg	C3	16170									
				Heat source burners X 2 main bldg	C3	15102									
				Freestanding flue main bldg	C3	11550									
Highfield Junior Foundation School Academy Conversion under discussion				Luminaires wiring	C3	4712							Mechanical burners	D1	12572
				Misc power & switches	C3	5838							Hardstanding main bldg	D1	8658
				Sub dist boards/mains cables	C3	33589									
				Radiators main bldg	C3	52646									
Hillside Primary				Windows ph 2	C1	75000									
				Cold room bldg 1	C3	14900									
				Wiring power bldg 1	C3	12744									
				Luminaires wiring bldg 1	C3	12245									
James Dixon Primary	Hardstanding main block	C2	11807	Distribution pipework CWS main bldg	C2	43416									
	Flat roof & roof lights main bldg	C1/2	87802	Distribution pipework Htg main bldg	C2	44844									
	Windows	C1	50000	Distribution pipework HWS	C2	44844									
				Fan convectors main bldg	C4	11551									
				Radiators main bldg	C4	65696									
Leasons Primary	Dist pipework HWS blk 1	C1	33462	Luminaires wiring blk 1	D1	5577	Hardstanding blk 1	C4	81940	Internal doors	C2/3/ D2 C1	5483	Sanitary fittings blk 1	C/D2	7463
	Dist pipework CWS blk 1	C1	32396	Dist pipework htg	C1	30000				Canteen doors FRA		5198	Water storage	C1	57484
				Heat emitters	C1	60000									
Malcolm Primary School	Roof main bldg	C1	40000	Dist pipework CWS main bldg	C2	33181							Mechanical pumps X 4	C1	11024
				Dist pipework gas main bldg	D1	34272									
				Dist pipework HWS main bldg	C2	34272									
				(treat as 1 job) Lighting	TBA	TBA									
Manor Oak Primary	Replace fire alarm system	C3	22460												
Marian Vian Primary				Heating controls	C1	10000	Ceilings blk 1	C2	5188				Ceilings blk 4	C3	13122
				Heat source blk 4 X 2	C3	19636	Internal walls blk 1	D1	52733				Internal walls blk 4	D2	26613
				Distribution pipework blk 3	D2	5676	Hardstanding block 2	D1	62955				Windows hut 1	D2	7565
							Luminaires & wiring blk 1	C2/3	6659						
							Sub main cables blk 1	C3	8624						
Mead Road Infant	Heat source main bldg	C2	11550	Dist pipework Htg main bldg	C3	9231									
	Foul drains	C1	10000	Radiators main bldg	C3	17190									
Midfield Primary	Distribution pipework htg main bldg	C2	40425	Lightning protection	C1	8204									
	Luminaires wiring main bldg	C1	12309	Calorifier main bldg	C1	20341									
	Luminaires main bldg	C1	7675	Water storage main bldg - improve tank access and replace mixing valves	C1	101705									
Mottingham Primary				External cladding green mobile	C2	40137									
				Fencing	D1	11450									
				Windows to green mobile	D1	11550									
				Windows	C1	25000									

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NAME OF SCHOOL OR ESTABLISHMENT	2012/2013 DESCRIPTION YEAR 1	AMP	BUDGET	2013/2014 DESCRIPTION YEAR 2	AMP	BUDGET	2014/2015 DESCRIPTION YEAR 3	AMP	BUDGET	2015/2016 DESCRIPTION YEAR 4	AMP	BUDGET	2016/2017 DESCRIPTION YEAR 5	AMP	BUDGET			
Oaklands Primary ex infant bldg	Luminaires & mains wiring c/ts hse	C2	6673	Dist pipework htg blk A	C3	16357												
	Luminaires wiring blk A	C2	2726	Dist pipework gas blk A	C3	889												
	Wiring power blk A	C2	3720	Dist pipework CWS blk A	C3	15836												
	Sub dist boards blk A	C2	3525	Dist pipework HWS blk A	C3	16357												
	Sub mains cables blk A	C2	4022	Fan convectors blk A	C3	47894												
	Lightning protection blk A	C2	6035	Mechanical controls blk A	C3	1567												
	Toilet refurb phase 2	C1	25000	Calorifiers blk A	C3	11273												
Oaklands Primary ex Junior Bldg	Heat source X 2	C1	60000	Mechanical pumps blk A	C3	7385							Water storage main bldg	C1	7773			
				Water storage blk A	C3	58812									Windows main bldg	C2	6972	
				Dist pipework CWS main bldg	C2	20093										Internal walls mobile 1	D2	15704
				Dist pipework HWS main bldg	C2	20754										Internal walls mobile 2	D2	10466
				External walls mobile 1	C3	6859												
				Roof lights main bldg	B3	4366												
				External walls main bldg	D1	46200												
Oak Lodge Primary	Windows	C1	25000	Luminaires wiring main bldg	C3	5288												
				Heat emitters main bldg	C2	48914												
				Dist pipework htg main bldg	C3	20754												
				SW Drainage main bldg	C2	9240												
				Hardstanding main bldg	C2	8085												
				Dist pipework CWS main bldg	C1	10069												
				Heat emitters main bldg	C2	24381												
Perry Hall Primary	Electrical rewire	C1	50000	Dist pipework htg main bldg	C1	10400												
				Dist pipework HWS main bldg	C1	10069												
				HWS mixing valves (treat as 1 job)	C2	4620												
				Luminaires & wiring blk C	C3	4791												
Perry Hall Primary				Dist pipework blk B	C3	20293												
				Dist pipework blk C	C3	20868												
				Water storage blk A	C3	29406												
				Water storage blk B	C3	7773												
Pickhurst Infant Academy Conversion																		
Pickhurst Junior Academy Conversion																		
Poverest Primary	Fire alarm wiring main bldg	D1	25000	Windows phase 2	C1	45000	Ductwork	C2	5775	Structural repairs to floor & screed	C2	40425	Water storage dining hall	C1	58812			
										Roof to temp hut 3/C	C1/3	27766	Internal wall 4/D	D2	5791			
										External walls temp hut 3/C	D1	7438						
Poverest Primary										Windows temp hut 3/C	C4	72349						
										check highlighted projects								
Pratts Bottom Primary	Flat roof blk 2	C1	30000															
Princes Plain Primary				Toilet refurbishment blk A	D1	60060	Pitched roof block A	C1	115500	Water storage blk A	C1	58812	Oil tank removal blk A	C2	16331			
				Switchgear blk A	C1	8763						Water storage blk B	C1	40956	Timber windows blk A	C2	12159	
				Power & sockets blk A	C1/3	7427												
				Dist pipework CWS blk A	C2	27173												
				Dist pipework HWS blk A	C2	28067												
				Dist pipework htg blk A	C2	28067												
				Dist pipework CWS blk B	C2	6114												
				Dist pipework HWS blk B	C2	6315												
				Radiators blk B	C2	11825												
				Dist pipework htg blk B (treat Block B as 1 job)	C2	6315												
				Hardstanding rear playground	C1	15000												
				RWG	C1	20000												

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Raglan Primary Foundation School Academy Conversion under discussion				Wood block floor finish blk 3	C2	12108							Water storage blk 2	C2	29406
				Dist pipework CWS blk 2	C2	27369									
				Radiators blk 2	C2	52937									
				Dist pipework htg blk 2	C2	28269									
				Dist pipework CWS blk 1	C2	19428									
				Radiators blk 1	C2	37578									
Red Hill Primary	Fencing Floor screed blk B	C2	25000	Heat emitters blk A	C2	18107	Re clad tank room blk A	D1	17325	Fire escape blk C	C2	18788			
		C1	111820	Windows phase 3	C1	100000	Windows phase 4	C1	100000						
				Flat roof blk C	C3	16902									
Royston Primary	Sub main cables reception Power wiring main bldg Sub main cables main bldg Luminaires nursery Luminaires wiring main bldg	C3	7273	Cold room dining hall	C2	7450	Ductwork main bldg	C2	11550				Roof B main bldg	C1/3	9452
		C1	8538	Rainwater goods main bldg	C2	12108							External walls main bldg	C2	35694
		C1	10687	Boundary walls	C2/3	5193									
		C1	9420												
	C1	11073													
St Mary Cray Primary													Ductwork main bldg	C2	9240
													Fencing main bldg	D2	6323
Scotts Park Primary	Luminaires & wiring blk 1	C2	6207	Convectors blk 1	C2	36480	Water storage	C3	58812				Internal walls blk 3	C3	5283
	Kitchen ventilation	C1	20000	Dist pipework CWS blk 1	C3	25376							Water storage site mgrs hse	C3	7773
				Dist pipework htg blk 1 (treat block 1 as 1 job)	C3	26211									
				Controls blk 1	C3	3135									
				Heat source X 2 blk 1	C3	43820									
				Dist pipework gas blk 1	C3	1185									
Southborough Primary	Roof/fascias	C1	40000	Sub main cables blk A	C1	11350				Fire alarm accessories blk A	D2	21368			
				Sub main cables blk A	C1	11350									
				Quarry tile floor finish blk A	D2	23100									
				Luminaires and wiring blk A	D1	9240									
				Power and socket outlets blk A	D1	5775									
				Dist pipework CWS blk A	C2	44684									
Stewart Fleming Primary Academy Conversion															
The Highway Primary	Wood block floor finish main bldg	C2	10000				Wiring power main bldg	C2/C3	5211				Calorifiers main bldg	C3	11273
							Sub dist boards main bldg	C2	8956				Fencing main bldg	C4	5643
							Fire alarm access and wiring main bldg	C4	21446				Mechanical pumps	C3	7385
							Radiators new bldg	C4	7376						
							Heat source new bldg	C4	11550						
							Freestanding flues main bldg	C3	11550						
							Dist pipework htg main bldg	C1	100000						
Tubbenden Primary School ex Infant Bldg Academy Conversion under discussion				Power wiring main bldg	C2	5024									
				Sub main cables main bldg	C2	4659									
Tubbenden Primary School ex Junior Bldg Academy Conversion under discussion				Fire alarm accessories & cable main bldg	C2	20905							Heat emitters main bldg	C3	7625
				External door main bldg	C2	5842							Mechanical pumps main bldg	C3	14555
				Cold room main bldg	C2	7450							Water storage main bldg	C3	29406
				Replace steel windows	C1	141588									

Please note that only those projects shown in Year 1 have an agreed budget allocation. Projects in years 2 and 5 will be subject to further review and possible rescheduling

NAME OF SCHOOL OR ESTABLISHMENT	2012/2013 DESCRIPTION YEAR 1	AMP	BUDGET	2013/2014 DESCRIPTION YEAR 2	AMP	BUDGET	2014/2015 DESCRIPTION YEAR 3	AMP	BUDGET	2015/2016 DESCRIPTION YEAR 4	AMP	BUDGET	2016/2017 DESCRIPTION YEAR 5	AMP	BUDGET
Unicorn Primary School															
Valley Primary Academy Conversion															
Warren Road Primary Academy Conversion															
Wickham Common Primary				Hardstanding blk 1	C2	6329							Dist pipework htg blk 1	C3	20520
				WC cubicles blk 1	C2	7734							Heat emitters blk 1	C3	26220
Worsley Bridge Junior	Sub dist boards main bldg	C1	3806	External walls blk C	C2	6608							Fuel storage main bldg	C2	8166
	Sub main cables main bldg	C1	6162	Fencing main bldg	C3	20592									
	Lightning protection	C2	6035	Hardstanding main bldg	C3	39105									
Chislehurst CE Primary Voluntary Aided Academy Conversion under discussion															
Cudham CE Primary Voluntary Controlled Academy Conversion under discussion				Windows bldg 1	C2	11550							Boundary fencing	C/D2	20628
													Heat source bldg 9	D1	11550
Holy Innocents RC Primary Voluntary Aided							Hardstanding blk A 8434	C2					Water storage blk A 58812	C3	
													Hardstanding blk B 75565	C4	
													Water storage blk B 29406	C3	
													Water storage blk C 29406	C3	
Keston CE Primary Voluntary Controlled Academy Conversion under discussion				Dist pipework htg main bldg	C4	16918							External walls main bldg	C/D2	25497
				Class change system main bldg	C2	15441									
				Fan convectors main bldg	C3	34699									
				Luminaires wiring main bldg	D1	5775									
				Luminaires wiring main bldg	C4	2820									
				Power wiring main bldg	C4	3008									
Parish CE Primary Voluntary Controlled Academy Conversion under discussion	Hall floor	C1	60000	External walls blk 1	C3	23100									
				Dist pipework CWS blk 1	C2	32939									
				Dist pipework Htg blk 1	C2	34023									
				Dist pipework HWS blk 1	C2	34023									
				Radiators blk 1	C2	45258									
				Sub main cables blk 2	C1	10690									
St Anthony's RC Primary Voluntary Aided										External walls blk 3 8780	D1		Dist pipework 10026	C2	
													Water storage 15546	C2	
St George's CE Primary Voluntary Controlled Academy Conversion under discussion													Water storage main bldg	C4	29406

Please note that only those projects shown in Year 1 have an agreed budget allocation. Projects in years 2 and 5 will be subject to further review and possible rescheduling

NAME OF SCHOOL OR ESTABLISHMENT	2012/2013 DESCRIPTION YEAR 1	AMP	BUDGET	2013/2014 DESCRIPTION YEAR 2	AMP	BUDGET	2014/2015 DESCRIPTION YEAR 3	AMP	BUDGET	2015/2016 DESCRIPTION YEAR 4	AMP	BUDGET	2016/2017 DESCRIPTION YEAR 5	AMP	BUDGET
St James' RC Primary Voluntary Aided													Water storage main bldg 29406	C2	
St John's CE Primary Voluntary Aided				Roofs main bldg 24217	C4								Replace internal doors main bldg 26177 Hardstanding main bldg 5101	C2 C2	
Academy Conversion under discussion													Sanitary fittings main bldg 9922	C2	
St Joseph's RC Primary Voluntary Aided													Dist pipework htg main bldg 6985 Heat emitters main bldg 13081 Water storage main bldg 7773	C4 C4 C1	
St Mark's CE Primary Voluntary Aided Academy Conversion under discussion				Dist pipework CWS main bldg 32441 Dist pipework HWS main bldg 33508	D1 D1								Water storage main bldg 101705	C2	
St Mary's RC Primary Voluntary Aided													Water storage 29406	C2	
St Paul's Cray CE Primary Voluntary Controlled Academy Conversion under discussion															
St Peter & St Paul RC Primary Voluntary Aided													Burners X 3 main bldg 12937 Controls main bldg 1567 Dist pipework CWS main bldg 28184 Dist pipework htg main bldg 29111 Dist pipework HWS main bldg 29111 Freestanding flue main bldg 17325 Oil tank removal main bldg 4895 Heat emitters main bldg 54513 Heat source X 3 main bldg 34650 Mechanical pumps main bldg 9389 Water storage main bldg 58812	C2 C2 C3 C3 C3 C2 C2 C3 C2 C2 C3	
St Philomena's RC Pri Voluntary Aided															
St Vincent's RC Primary Voluntary Aided															
Burwood	Toilet refurbishment ph 2	C1	25000												
Glebe	Luminaires wiring main bldg	C1	16489	Replace timber windows	C4	12890							Burners main bldg	C1	43132
Foundation School	Switches power & skts main bldg	C1	17972										Pumps main bldg	C1	16886
	Sub main cables	C1	15914												
Kingswood													Dist pipework htg blk 1	C2	28875
Landway															

Please note that only those projects shown in Year 1 have an agreed budget allocation. Projects in years 2 and 5 will be subject to further review and possible rescheduling

NAME OF SCHOOL OR ESTABLISHMENT	2012/2013 DESCRIPTION YEAR 1	AMP	BUDGET	2013/2014 DESCRIPTION YEAR 2	AMP	BUDGET	2014/2015 DESCRIPTION YEAR 3	AMP	BUDGET	2015/2016 DESCRIPTION YEAR 4	AMP	BUDGET	2016/2017 DESCRIPTION YEAR 5	AMP	BUDGET
Marjorie McClure	Electrical rewire	C1	50000	Fan convectors main bldg Air handling units main bldg External door main bldg Dist pipework HWS	C2 C2 C2 C1	94282 67394 15362 30000							Water storage bldg 2	C1	29406
Grovelands	Rewire dist boards	C1	25000												
Riverside School Orpington				Internal walls blk 3 Sub dist board main blk Sub main cables main blk	C1 D1 C2	5775 30669 29004	Windows research unit	C3	7054				Heat source main bldg	C1	11550
Riverside School Beckenham													Class change system main bldg Monitor crack to external wall Windows main bldg	C2 D2 C2	5775 7467 11527
Castlecombe Y C										External doors	C2	13860			
Duke YC				Internal doors	C1	2556									
Link YC				Convectors Floor finishes Paving Convectors Luminaires wiring	C2 C2 C2 C3 C3	1109 6313 1653 24107 2098									
M2 YC															
Phoenix YC				Timber windows External door Paving Fan convectors Luminaires & wiring Power & sockets Sub main cables	C3 D1 D1 C2 C2 C2 C2	10141 1109 2523 75791 7374 4602 6365				Calorifier Mechanical controls Freestanding flues Heat source X 1 Mechanical pumps X 3	C1 C1 C1 C1 C1	11273 1567 5775 11550 10917			
Spitfire YC				Flat roofs main bldg Freestanding flues main bldg Luminaires wiring main bldg Power & sockets main bldg Floor finishes annexe Floor boards annexe Annexe ceiling Annexe windows	C2 C1 C1 C1 C2 C1 LBB LBB	9671 2921 946 1009 1982 3991 12000 30000							Water storage main bldg	C2	7773
BEDC				External walls hut 1 Dist pipework htg hut 3 Radiators blk A Dist pipework htg main blk A	C2 C1 C3 C2	2809 3711 42630 22765							RWG main blk A Radiators hut 3 Asbestos skirting hut 3	D2 C2 C1	6629 6949 4400
Music Centre				Steel windows blk A Mechanical controls main bldg	C2 D1	4475 7970							Quarry tiles main bldg Hardstanding main bldg External doors blk A	C2 C2 C2	12430 28222 7055
Special Schemes	Major contingency Condition surveys	LBB LBB	100000 100000	Major contingency Electrical testing Condition surveys	LBB LBB LBB	200000 100000 100000							Major contingency Electrical testing	LBB LBB	200000 100000
Beaverwood Girls Academy Conversion															
Bishop Justus School Academy Conversion															
Willers Wood Academy Conversion															
Cator Park Girls Academy Conversion in progress				Windows phase 3 Emergency lftg & wiring blk E Luminaires & wiring blk E Heat source X 3 blk E Dist pipework CWS blk E Dist pipework HWS blk E Dist pipework htg blk E	C1 C2 C1/2 C2 C2 C2 C2	100000 35867 21221 34650 45469 46965 46965				Electrical switch & dist panel blk A	C1	92400			

Please note that only those projects shown in Year 1 have an agreed budget allocation. Projects in years 2 and 5 will be subject to further review and possible rescheduling

NAME OF SCHOOL OR ESTABLISHMENT	2012/2013 DESCRIPTION YEAR 1	AMP	BUDGET	2013/2014 DESCRIPTION YEAR 2	AMP	BUDGET	2014/2015 DESCRIPTION YEAR 3	AMP	BUDGET	2015/2016 DESCRIPTION YEAR 4	AMP	BUDGET	2016/2017 DESCRIPTION YEAR 5	AMP	BUDGET
				Windows phase 2	C1	100000									
Charles Darwin Academy Conversion															
Coopers Academy Conversion															
Darrick Wood Academy Conversion															
Hayes Academy Conversion															
Kelsey Park Academy Conversion in progress				Dist pipework htg main blk	C2	75468							Call system art & design block	D2	30882
				Fan convectors main blk	C2	220981							Fan convectors art & design block	C2	59080
				Refurbishment works	C1	100000							Call system main block	D2	30882
													Roof K sports hall	D1	29886
Kemnal Technology Col Academy Conversion															
Langley Park Boys Academy Conversion															
Langley Park Girls Academy Conversion													Water storage blk 1	C4	29406
													Water storage blk 4	C4	44221
													Windows blk 4	C4	81876
Newstead Wood Girls Academy Conversion															
Ravens Wood Boys Academy Conversion															
St Olave's Academy Conversion in progress				Heat emitters blk C 46534	C1										
				Air conditioning blk F23366	D1										
The Priory Application to Convert to Academy				Toilet refurbishment	C3	80000							Water storage blk 5	D1	44221
				Roof main bldg phase 2	C2	150000									
				Fencing blk 5	C2	46558									
				Calorifiers X 3 blk 5	C2/4	51955									
				Power wiring	C2	27000									
				Dist pipework htg	C1	100000									
				Windows VI form block ph 2	C2	150000									
The Ravensbourne Academy Conversion															
TOTAL			1976073			6731587			1347418			615483			1723779

Please note that only those projects shown in Year 1 have an agreed budget allocation. Projects in years 2 and 5 will be subject to further review and possible rescheduling

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Report No.
DCYP12037

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children and Young People Portfolio Holder

Date: For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **ASSET MANAGEMENT PLANNING – POST COMPLETION REVIEW REPORTS**

Contact Officer: Robert Bollen, CYP Strategic Property Manager
Tel: 020 8313 4697 E-mail: robert.bollen@bromley.gov.uk

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

Ward: All

1. Reason for report

- 1.1 As part of the Capital Programme Procedures it is a requirement that schemes should be formally reviewed within one year of completion and the outcome of this review be brought to the Portfolio Holder for endorsement.
-

2. **RECOMMENDATION(S)**

- 2.1 **That the Portfolio Holder endorses the findings of the Post Completion Reviews that have been carried out in respect of the:**
- refurbishment works carried out to create Riverside Beckenham Autistic Centre;
 - modular building works carried out to improve the quality of facilities at the Kingswood Pupil Referral Unit;
 - capital works carried out at to support the creation of Biggin Hill Primary School following the amalgamation of Biggin Hill Infant School and Biggin Hill Junior School.

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre:
 4. Total current budget for this head: £
 5. Source of funding:
-

Staff

1. Number of staff (current and additional):
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: None:
 2. Call-in: Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 600
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

3.1 The Capital Programme Procedures require that a post completion review be carried out within 12 months of the completion of schemes that are included within the programme. This process is designed to determine the Authority's performance in the following key area:

- Were the original scheme objectives achieved?
- Were the scheme costs contained within the original budget?
- Did the scheme complete on time?
- What was the level of customer satisfaction from the end user with the overall process?

3.2 The information set out in the appendix shows the above information for Riverside Beckenham Autistic Centre, Kingswood Pupil Referral Unit and Biggin Hill Primary School.

3.3 The scheme completed with some unavoidable increases over the original budget and extension in the contract programme was met. A full analysis of each project is contained within Appendix 1, 2 and 3 below.

4. POLICY IMPLICATIONS

4.1 One of the main aims of the Council's Asset Management Plan is to ensure that all the partners in the asset management planning processes are fully consulted on the process and its outcomes. Progression of the schemes at Riverside Beckenham, Kingswood Pupil Referral Unit and Biggin Hill Primary School will assist in meeting one of the key outcomes of "Building a Better Bromley" and contributes to the strategy to achieve the status of an Excellent Council. This policy also contributes to key targets within the Children and Young People Services Plan, particularly the outcome that "Children and young people are enabled and encouraged to attend and enjoy school".

5. FINANCIAL IMPLICATIONS

5.1 This report provides information on a Post Completion Review that has been carried out in respect of Riverside Beckenham Autistic Centre, Pupil Referral Unit Kingswood and Biggin Hill Amalgamation. There are no financial implications arising from the matters addressed in this report.

Non-Applicable Sections:	Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	

RIVERSIDE BECKENHAM AUTISTIC CENTRE – REFURBISHMENT WORKS TO PROVIDE NEW SPECIALIST SCHOOL FACILITY

Scheme Details

1. The scheme consisted of reconfiguration and refurbishment works affecting the whole of the former Woodbrook school site to provide a specialist primary age school for children with Autistic Spectrum Disorders (ASD).

Scheme History

2. On 17 March 2009 the Children and Young People Portfolio Holder approved the creation of an autistic specific centre attached to Riverside School, based at the premises of the former Woodbrook Special School in Hayne Road, Beckenham. A fully costed appraisal and Gateway Review report setting out the procurement strategy were approved by the Children and Young People Portfolio Holder on 1 June 2009
3. In consultation with the Head Teacher and Governing Body of Riverside School the Council's appointed consultant for architectural services drew up a scheme to make the Woodbrook building 'fit for purpose' in respect of its intended use.
4. The Woodbrook building had not been in use as a school since September 2008. The scheme was drawn up to enable the school to open to pupils in January 2010 and included adaptations required to make the building 'fit for purpose' for its new use as a teaching and learning environment for pupils with ASD as well as works required to make good the premises maintenance backlog.
5. Due to the requirements of the service the building works had to be completed by December 2009 to enable occupation in January 2010.
6. The pre tender estimate for this project was £990,000. This cost rose to £1,061,104 at tender stage and it was agreed to award the tender to keep the project on programme and seek to value engineer the project with the selected contractor. Following a tender exercise in compliance with corporate procurement procedures, Members approved the award of contract on 13 July 2009. Works subsequently began on 29 July 2009.
7. Once on site savings were sought, but it became clear that the only way to sufficiently reduce the project cost to meet the original budget allocation would be to omit complete sections of work. Savings on the specification were made achieved such as a £3,000 saving on the front entrance canopy specification and £10,000 saved through repairing as opposed to replacing the soft play surfacing. However, after review it was found that further changes would have compromised the school's ability to operate in line with its requirement. Furthermore, any whole scale omissions work areas would have lead to:
 - § higher costs if omitted works were completed at a later stage, having lost the economies of scale with a contractor already on site
 - § exposed the Council to the risk of additional costs associated with ongoing deterioration if areas of works were left for a further period without refurbishment.
 - § if some classrooms were omitted from refurbishment this could affect the ability of the school to take pupils through into Key Stage 2

8. In addition, during the course of the works, there were some unforeseen problems that needed to be addressed, largely as a consequence of the lack of maintenance of the building over a period of years. This exhausted the allowed contingency. In addition to this, there were some further large unexpected costs that arose during the works, these were:

- § requirement to renew the roof covering due to poor condition (£50,000);
- § installation of a water booster as water pressure was found to be insufficient to manage the new services effectively (£15,000);
- § additional fencing was required to ensure pupil safety (£6,000);
- § additional tarmacing works were required to the external play area to make safe following the exposure of a concrete slab which left the surface unlevel (£10,000);
- § electrical works to the kitchen to make safe for operation (£5,000).

9. There were related increases to the fees and some additional survey requirements established once on site, largely due to the short period of project development. There was also an unforeseen increase in the furniture and IT and telephony requirements to meet the needs of the school, for example the fibre connection to the site needed to be renewed and connections made between this site and the main Riverside site in Orpington, which increased costs.

10. The scheme was completed on 19 December 2009 in line with the required service deadline and the school opened to pupils in January 2010.

11. The cost variations, as explained above, can be seen in the table below.

	Original Estimate	Tender Estimate	Actual Expenditure	Variance (tender – actual)
Riverside Beckenham Autistic Centre – Refurbishment works to provide new specialist school facility	£990,000	£1,061,104	£1,196,282	£135,178

12. The Riverside ASD scheme was overspent by £22k as at 31st March 2011 and it was agreed by the Executive on 20 July 2011 that this be funded by way of a virement from the carry-forward of £243k on the planned maintenance/modernisation budget.

Running Costs

13. Running costs for the building are met through the school’s devolved budget.

Scheme Objectives

14. The objectives of the scheme were to reduce the costs incurred by the Council in out of borough placements for children with autistic spectrum disorder. Specialist provision tailored to the specific needs of children with ASD that would allow children to remain in the same setting throughout their primary school years and encourage parents to accept in Borough placements for their children by being able to access such specialist provision.

Assessment of Scheme Success

16. The scheme objectives have been met and the school has been in operation since January 2009 and provided additional capacity for ASD specific provision at primary age.

Assessment of Contract Efficiency

17. Contract period: 21 weeks
Start Date: 27 July 2009
Practical Completion: 9 December 2009
Over-run: 0 weeks

The project completed on time, despite a significantly challenging programme and a range of unforeseen additional works, as outlined above and the school opened to pupils as anticipated in January 2010. The Authority had no concerns regarding the contractor's performance, and the contractor went out of their way to make the project a success. This is further evidenced by the very small number of defects that had to be addressed at the end of the defects liability period.

Outstanding Issues and Their Proposed Resolution

18. There are no outstanding issues.

**PUPIL REFERRAL UNIT –
PROVISION OF NEW MODULAR TEACHING AND ADMINISTRATION FACILITIES**

Scheme Details

1. The scheme consisted of the replacement of outdated and dilapidated temporary hatted accommodation at the Kingswood site on Hayes Lane with refurbished modular units previously used at Bishop Justus School.

Scheme History

2. The accommodation at the Kingswood Pupil Referral Unit was in a serious state of disrepair and the objective was to enhance the teaching environment and increase attainment.
3. A decision was taken to refurbish the modular accommodation previously used by Bishop Justus School prior to the completion of its new school build project for use at the Hayes Lane site. Existing pupils were to be decanted during the build.
4. Significant planning difficulties were experienced with the Greater London Authority and Government Office for London and a mitigation strategy was put in place that led to the accommodation being split to circumnavigate these issues.
5. The delivery of the programme was impacted upon by the discovery of a major water main running across the site. This led to both the reconfiguration of the planned accommodation and resulting delays to the main contract and subsequent works by Thames Water to divert the water main in Summer 2007.
6. The main contract works began on 10 June 2006 and were due for completion on 29 November 2006. However, due to the issue outlined above, a practical completion certificate was not issued for the main works until 20 April 2007.
7. The external works, including demolition, asbestos removal and landscaping, started on 25 June 2007 and were largely completed by September 2007. Works on CCTV, kitchen and waste removal continue until summer 2008 when scheme was completed.
8. A claim was made against Pellings, then the Council's consultants, as a result of the delays that affected the project and in July 2008 a settlement was reached by which Pellings reimbursed the Authority £150,000 with regard to the water main diversion.
9. The cost of the project was slightly above the original estimate as a result of the issues outlined above and can be seen in the table below.

	Original Estimate	Tender Estimate	Actual Expenditure	Variance (tender – actual)
Pupil Referral Unit – Provision of new modular teaching and administration facilities	£2,311,000	£1,579,144	£2,352,000	£41,000

It was agreed in the report to Executive on 20 July 2011 that the overspend on the project would be met by the 2011/12 Schools Capital Maintenance Budget.

Running Costs

13. Running costs for the building are met through the school's devolved budget.

Scheme Objectives

15. The objectives of the scheme were to improve the learning environment at the Pupil Referral Unit and increase educational attainment.

Assessment of Scheme Success

16. The scheme objective of improving the learning environment at the Pupil Referral Unit was met. Furthermore the improvement in educational attainment achieved as a result has surpassed expectations with the Kingswood PRU exceeding the performance of the majority of similar establishments based on comparative benchmarking data.

Assessment of Contract Efficiency

17. Contract period: 21 weeks
Start Date: 10 June 2006
Practical Completion: 29 November 2006
Over-run: 21.5 weeks

The project encountered major difficulties as a result of the discovery of a Thames Water water main during the works that led to the need for the planned accommodation to be reconfigured.

Outstanding Issues and Their Proposed Resolution

18. There are no outstanding issues.

BIGGIN HILL AMALGAMATION – PROVISION OF NEW MODULAR TEACHING AND ADMINISTRATION FACILITIES

Scheme Details

1. The scheme consisted works to enable amalgamation of Biggin Hill Infant and Junior Schools with effect from January 2008.

Scheme History

2. Following a review of surplus places at primary age in Strategic Planning Area 9, discussions were held with Biggin Hill Infant School and Biggin Hill Junior School on a possible amalgamation including lowering the published admission numbers of both schools from 90 to 60. Authorisation to consult on the proposals was provided at the Children and Young People Policy Development and Scrutiny Committee on 17 January 2007.
3. Agreement to progress with the amalgamation project was provided following reports to the Children and Young People Policy Development and Scrutiny Committee on 20 March 2007 and Executive on 2 April 2007.
4. The works to enable the amalgamation included external fencing and security works, alterations to administrative and staff accommodation and a shared entrance. These works took place during 2007 and 2008. The main works contract was delivered in Summer 2008 with some initial works during 2007. There were some additional costs with regards to the fencing that was provided.
5. The new amalgamated Biggin Hill Primary School became operational from 1 January 2008 following agreement by the Schools' Adjudicator.

	Original Estimate	Tender Estimate (main contract)	Actual Expenditure	Variance (tender – actual)
Biggin Hill Amalgamation – Provision of new modular teaching and administration facilities	£180,000	£98,904	£199,000	£19,000

It was agreed in the report to Executive on 20 July 2011 that the overspend on the project would be met by the 2011/12 Schools' Capital Maintenance Budget.

Running Costs

6. Running costs for the building are met through the school's devolved budget.

Scheme Objectives

7. The scheme objective was to support through capital works the amalgamation of Biggin Hill Infant and Biggin Hill Junior school, reducing surplus places and associated costs.

Assessment of Scheme Success

8. The works enabled the successful amalgamation of the two schools and associated savings in revenue costs that were part of the project business case.

Assessment of Contract Efficiency

9. Contract period Phase 1: 8 weeks

Start Date: 28 July 2008

Practical Completion: 7 September 2008

Over-run: 0 weeks

Outstanding Issues and Their Proposed Resolution

10. There are no outstanding issues.

Report No.
DCYP12036

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children and Young People Portfolio Holder

Date: For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **BASIC NEED PROGRAMME UPDATE REPORT 3**

Contact Officer: Robert Bollen, CYP Strategic Property Manager
Tel: 020 8313 4697 E-mail: robert.bollen@bromley.gov.uk
Mike Barnes, Head of Access and Admissions
Tel: 020 8313 4865 E-mail: mike.barnes@bromley.gov.uk

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

Ward: All

1. Reason for report

1.1 This report sets out the proposed 2012-2013 Basic Need Programme.

2. **RECOMMENDATION(S)**

- 2.1 That the Children and Young People Policy Development and Scrutiny Committee notes the 2012-13 Basic Need Programme outlined in section 3.25.
- 2.2 That the Portfolio Holder for Children and Young People Services approves the list of schemes as outlined in section 3.25.
- 2.3 That the Portfolio Holder for Children and Young People Services approve expenditure on the projects in delivery including feasibility studies at Churchfields Primary School, Chislehurst (St Nicholas) CE Aided Primary School and for the Secondary ASD SEN Invest-to-Save scheme.
- 2.4 That the Portfolio Holder for Children and Young People Services note the initial allocation to projects in development which will be subject to future reports to Members.
- 2.5 That, where appropriate, the Director of Children and Young People Services be authorised to submit planning applications at the appropriate time in respect of the schemes set out in this report.

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Children and Young People:
-

Financial

1. Cost of proposal: Estimated Cost: £8,159,392
 2. Ongoing costs: Non-Recurring Cost:
 3. Budget head/performance centre: Education Capital Programme
 4. Total current budget for this head: ££8,179,226
 5. Source of funding: DfE Basic Need Capital Grant
-

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:
 2. Call-in: Applicable:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All Local Authority Maintained and Voluntary Aided Schools
-

Ward Councillor Views

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

3. COMMENTARY

3.1 The programme is funded by the Basic Need Capital Grant that is provided by Central Government and can be spent on any publicly funded school to support the provision of sufficient school places.

3.2 Bromley has received 3 separate allocations of Basic Need Capital Grant including an award as part of the Department for Education's £500m exceptional allocation in Autumn 2011. Further allocations are expected in future years. The Authority's allocation to date is as follows:

Basic Need Funding Allocation:

2011-12 allocation	£4,496,771
Autumn 2011 exceptional in-year allocation	£1,277,936
2012-13 allocation	£2,404,519
	<hr/>
Total allocation to date:	£8,179,226

3.3 Government announcements indicate that Basic Need Grant will be provided to local authorities each year of the current Comprehensive Spending Review period up to 2014-15. The attached Basic Need programme at 3.23 below includes projects that will require funding from future awards of Basic Need Capital Grant.

2011-12 Programme

3.4 Works were undertaken during Summer 2011 at the following primary schools in order to provide additional places to meet increasing demand at primary age.

- Churchfields Primary School – internal works allowing provision of single 'bulge year' in 2011-12
- Malcolm Primary School - internal works allowing provision for a 'bulge year' in 2011-12 and allowing for an additional 'bulge year' in 2012-13
- Parish Primary School – provision of 2 classroom modular unit providing for a 'bulge year' in 2011-12 and allowing for an additional 'bulge year' in 2012-13
- Royston Primary School – provision of single classroom modular unit allowing provision of a single 'bulge year' in 2011-12
- Valley Primary School – provision of 2 classroom modular unit providing for a 'bulge year' in 2011-12 and allowing for an additional 'bulge year' in 2012-13

3.5 Additional schemes were undertaken to expand the kitchen and servery at Bickley Primary School to complete the works to permanently expand the school to 2FE and complete works to the SEN unit at Hillside Primary School.

3.6 A small number of schemes have been undertaken at Academies using Basic Need Capital Grant to enable access for disabled pupils, as Access Initiative Grant can only be used at local authority maintained schools.

- 3.7 The Authority has undertaken a space planning exercise to plan and inform the permanent expansion of Churchfields Primary School to 2FE.
- 3.8 The Children and Young People Portfolio Holder agreed to set aside £650,000 in total from Basic Need Capital Grant at the Children and Young People Policy Development and Scrutiny Committee on 14 July 2011 and 24 January 2012.

Projects in Delivery - Primary School Expansion Programme

- 3.9 Following the meeting of the Children and Young People Policy Development and Scrutiny Committee on 21 February 2012 the Portfolio Holder for Children and Young People Services agreed to a number of recommendations to provide additional accommodation at schools to meet increased demand for primary places (DCYP 12025).
- 3.10 The schemes undertaken in 2011-12 at Malcolm Primary School, Parish Primary School and Valley Primary School all provide additional 'bulge year' classrooms for 2012-13
- 3.11 Pupil demand in Planning Area 6 is such that the Council needs to progress the proposal to relocate Chislehurst St Nicholas CE Primary School and an allocation has been made from the 2012-13 Basic Need Capital Grant to progress with feasibility works up to RIBA Stage D. The Council remains in conversation with the Diocese of Rochester about the proposal and the Diocese has confirmed that all the proceeds from the sale of the existing site would be available as a contribution towards the cost of relocating the school.
- 3.12 In order to satisfy pupil demand further internal modification works will need to be undertaken at Churchfields Primary School to provide an additional 'bulge year' classroom for September 2012. Following the completion of space planning during 2012-13 work will also start on the development of detailed proposals for the permanent expansion of the school from 2013.
- 3.13 An additional 'bulge year' classroom will be provided at Leasons Primary School funded by Basic Need Capital Grant.
- 3.14 The Council is in discussions with Parish Primary School with regards to a permanent expansion to 3FE from September 2013. This would require a major building scheme to expand the school's current pupil capacity including the replacement of a number of existing classrooms currently accommodated in aging modular units. It is planned that a feasibility study will start during 2012-13 as well as works to provide an additional pedestrian access route to the school.
- 3.15 An allocation of £30,000 has been made to support the necessary improvement of facilities at Red Hill Primary School to support the school that took extra pupils in 2011-12.
- 3.16 A contingency of £700,000 has been allocated to support additional 'bulge years' should these be required when the school place requirements for September 2012 are known later in March 2012.

Projects in Delivery - SEN Requirements 2012-13

- 3.17 In order to address increasing demand and reduce out-of-borough placements an allocation of £500,000 has been allocated to support pump-priming development work with regards the creation of a new 2FE (16 pupils per year, 110 pupils in total) ASD specific secondary provision, including sixth form and respite. This allocation includes an allowance for the cost of the site suitability and interim Project Manager. These development costs will need to be

refunded to the Basic Need budget once the Invest-to-Save scheme has been approved for development. The target date for construction works to start on this project is early 2013.

- 3.18 In addition, in order to cater for current demand, works are proposed to enable the provision of an additional ASD specific secondary form of entry (8 pupils per year) at Riverside School Orpington for September 2012. A feasibility study is currently under way to develop and plan these works, including improved access, the provision of a multi use games area (MUGA) and expansion of the school's hall to cope with the increased number of pupils. These works are in addition to the 2FE Invest-to-Save project currently underway to reduce the number and cost of out-of-borough placements.
- 3.19 Works need to be undertaken at Burnt Ash School to bring facilities up to a suitable standard for September 2012 in order to address the recommendations of a recent Ofsted inspection.
- 3.20 An allowance has been made in 2012-13 to undertake further adaptations at Academies to facilitate the access by Bromley pupils.

Projects in Development

- 3.21 The Basic Need programme includes a number of schemes for which a funding allocation has been made within the programme, but where additional development work is required before final proposals are brought before Members for approval
- 3.22 An allocation of £400,000 remains in the programme for the expansion and improvement of the Hearing Impairment Unit at Darrick Wood Secondary School pending further details on future demand for the service and an agreement on the best route to proceed.
- 3.23 An allocation has been made for future works at Crofton Infant School to meet rising pupil demand. It is proposed that this will be achieved through the expansion of the unit at Crofton Infant School.
- 3.24 An allocation has been set aside subject to future detailed consideration by Members to enable the relocation of the respite facility currently based at Chipperfield Road to the M2 Youth Club.

BASIC NEED PROGRAMME 2012-13

- 3.25 The table below sets out the expenditure to date and proposed future allocation of the Council's Basic Need Programme.

School	Description of Works	Total Cost (£)	Status	Timescale	Funding from 2011-13 Basic Need Grant	Works funded post 2012-13
COMPLETED PROJECTS						
Bickley Primary School	Kitchen and servery works to complete expansion to full 2FE	£102,300	Complete	Facilities available September 2011	£102,300	
Churchfields Primary School	Minor adaptations and redecoration to facilitate an extra form of entry in September 2011.	£30,000	Complete	Facilities available September 2011	£30,000	

School	Description of Works	Total Cost (£)	Status	Timescale	Funding from 2011-13 Basic Need Grant	Works funded post 2012-13
Churchfields Primary School	Space planning to inform future feasibility and building works to permanently expand school to 2FE	£10,000	Complete	March 2012	£10,000	
Hillside School	Contribution from Basic Need to delivery of SEN facilities at school	£56,115	Complete	Facilities available September 2011	£56,115	
Malcolm Primary	Minor adaptations and redecoration to facilitate an extra form of entry in 2011 & 2012.	£44,800	Complete	Facilities available September 2011	£44,800	
Parish CE Primary School	Modular accommodation to facilitate an extra form of entry in 2011 & 2012.	£350,374	Complete	Facilities available September 2011	£350,374	
Royston Primary School	Modular accommodation to provide an additional form of entry in 2011.	£261,803	Complete	Facilities available September 2011	£261,803	
Valley Primary School	Modular accommodation to facilitate an extra form of entry in 2011 & 2012.	£349,000	Complete	Facilities available September 2011	£349,000	
Disabled Access at Academy Schools	Adaptation works at Bromley Academy school to facilitate access by Bromley Pupils	£20,000	Ongoing	Up to April 2012	£20,000	
2011-12 Contingency Expended		£10,000			£10,000	
The Highway School Primary Capital Programme	Contingency to cover over-spend on project in advance of legal claim against consultants	£650,000	Ongoing	Not spent as of 7/03/2012. Basic Need budget to be reimbursed from claim against consultant	£650,000	
		£1,884,392			£1,884,392	
PROJECTS IN DELIVERY						
Burnt Ash Primary School (3.19)	Internal modifications to address recommendations of recent OfSTED inspection	£50,000	Project summer 2012	Works to be completed by September 2012	£50,000	
Chislehurst St Nicholas CE Primary School (3.11)	Feasibility to allow planning submission for relocation and expansion to 2FE	£150,000	In preparation	Feasibility to take place 2012-13	£150,000	tbc

School	Description of Works	Total Cost (£)	Status	Timescale	Funding from 2011-13 Basic Need Grant	Works funded post 2012-13
Churchfields Primary School (3.12)	Expansion of School to 2FE. Modifications to provide one additional Classroom September 2012. Phased permanent expansion 2013-15.	£600,000	In development		£120,000	£480,000
Leesons Primary School (3.13)	Provision of additional classroom, improved kitchen and SEN provision	£150,000	In preparation	Delivered during 2012-13	£150,000	
Parish CE Primary School (3.14)	Permanent expansion of school to 3FE and provision of second pedestrian access route to school. Will require temporary accommodation.	£3,200,000	In development	First new class required September 2013	£2,300,000	£900,000
Red Hill Primary School (3.15)	Improvement of toilet facilities to support increase in pupil numbers	£30,000	In development	Spring/ Summer 2012	£30,000	
Riverside School Orpington IFE ASD Expansion (3.18)	Creation of a RIBA Stage report D report, internal works, new access, hall and MUGA	£1,200,000	In development	Scheme delivered during 2012-13	£1,200,000	
SEN Secondary ASD Invest-to-Save Scheme (3.17)	Site suitability study, feasibility and project management costs	£500,000	Ongoing	To inform decision July 2012 on delivery of project. Development costs to be repaid from invest-to-save	£500,000	
Pupil Place Contingency (3.17)	Contingency budget to cover costs of additional classrooms if required to meet pupil demands	£700,000	tbc	If required, works to be complete September 2012	£700,000	
Disabled Access at Academy Schools (3.20)	Adaptation works at Bromley Academy schools to facilitate access by Bromley Pupils	£50,000	Ongoing	Works delivered during 2012-13	£50,000	
Programme Contingency 2012-13 (5%)		£325,000			£262,000	
Services Contingency		£100,000			£100,000	
Total Cost of Schemes in Delivery		£6,992,500	2012-13 allocation for schemes in delivery		£5,612,500	

School	Description of Works	Total Cost (£)	Status	Timescale	Funding from 2011-13 Basic Need Grant	Works funded post 2012-13
PROJECTS IN DEVELOPMENT						
Crofton Infants School (3.23)	Expansion of SEN existing unit to take an additional 10 pupils	£400,000	In preparation	2012-13 funding support expansion of Busy Bees outdoor play space and development costs of new build classroom	£100,000	£300,000
Darrick Wood Secondary HIU (3.22)	Improvement and expansion of existing provision	£400,000	In preparation	Details of scheme to be agreed	£400,000	
Respite Service (3.24)	Relocation to M2 Youth Centre	£100,000	In preparation	September 2012	£100,000	
Total Cost of Schemes in Development		£900,000	2012-13 allocation for schemes in development		£600,00	
Total costs of completed projects, projects in delivery and project in development		£9,776,892	Total Expenditure during 2012-13		£6,925,000	
Total Programme 2011-13					£8,096,892	
Total Grant 2011-13					£8,179,226	
Unallocated Grant 2011-13					£82,334	

- 3.24 Basic Need Capital Grant is a rolling programme and further grant allocations are expected in future years, at least to the end of the current Comprehensive Spending Review Period (2014-15). It should be noted that a number of schemes that have been provided an allocation above, such as the major building works at Churchfields Primary School and Parish CE Primary School, require allocation from future Basic Need allocations
- 3.25 It is expected that the allocations made to The Highway School and the SEN Invest-to-Save scheme will be refunded to the programme.
- 3.26 An allocation has been made from the Council's Basic Need Capital Grant to contain the overspend on The Highway School whilst the Authority undertakes action to recover costs resulting from design deficiencies as set out at 3.23 in the programme above. However, first call on any compensation gained from the Council's claim will compensate the £650,000 contingency allowance made from its Basic Need Capital Allocation.
- 3.27 It should be noted that no allocation has been made for the construction phase of Chislehurst the relocation and expansion of St Nicholas CE Primary School. The funding of the construction phase of the project will need to be agreed between the Authority and CE Diocese of Rochester before building works can proceed and any call on the Authority's Basic Need Allocation will need to come from future allocations.

4. POLICY IMPLICATIONS

- 4.1 The need to ensure sufficient school places and efficiency of organisation is a priority within the Council's Strategy "Building a Better Bromley" and contributes to the strategy to achieve the status of an Excellent Council. This policy also contributes to key targets within the Children and Young People Portfolio Plan, particularly the outcome that "Children and young people enjoy learning and achieve their full potential".

5. FINANCIAL IMPLICATIONS

- 5.1 The Council has been allocated £8,179,226 in 100% capital grant for the financial years 2011-13 to meet the basic need provision in schools.
- 5.2 This report identifies an updated Basic Need Programme for the period 2011-13 with an estimated expenditure of £8,159,392.

6. LEGAL IMPLICATIONS

- 6.1 The distribution and application of monies received from Central Government is subject to guidance and advice from the Department for Education.

Non-Applicable Sections:	Personnel Implications
Background Documents: (Access via Contact Officer)	

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Report No.
DCYP12038

London Borough of Bromley

PART ONE - PUBLIC

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

Date: **For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012**

Decision Type: Non-Urgent Executive Non-Key

**TITLE: REVISED INSTRUMENT OF GOVERNMENT –
MARIAN VIAN PRIMARY SCHOOL**

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: Kelsey and Eden Park.

1. Reason for the Report

- 1.1 Each school must have an Instrument of Government. It records the name of the school and the constitution of the Governing Body. It is the Governing Body's responsibility to prepare a draft Instrument of Government for submission to the LA, who must be content that the draft complies with all applicable statutory requirements. The following school has submitted a draft Instrument of Government for approval.

Marian Vian Primary School

2. **RECOMMENDATION(S)**

- 2.1 **It is recommended that the Executive Member approves the revised Instruments of Government, set out in Appendix 1.**
- 2.2 **It is recommended that the Executive Member instructs that the Instrument be made by the Common Seal of the Council of the London Borough of Bromley.**

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Children and Young People:
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 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):
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Statutory Requirement: School Governance (Constitution) (England) Regulations 2007
 2. Call-in: Applicable
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The Governing Body of Marian Vian Primary School at a recent meeting unanimously agreed to request the approval from the CYP Portfolio Holder to a revision of their School Instrument of Government. The Governors would like to increase the community governor category by one governor this would increase their current constitution from 14 to 15 governors, an additional community governor would therefore increase the level of expertise to the Governing Body (**Appendix 1**).

4. POLICY IMPLICATIONS

- 4.1 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.

5. LEGAL IMPLICATIONS

- 5.1 The draft Instrument of Government complies with the requirements of the School Governance (Constitution) (England) Regulations 2007.

Non-Applicable Sections:	Financial Implications Personnel implications
Background Documents: (Access via Contact Officer)	School Governor Services.

Children and Young People Services

Instrument of Government: Community School

1. The name of the school is **Marian Vian Primary School**.
2. The school is a community school.
3. The name of the governing body is “**The Governing Body of Marian Vian Primary School**”.
4. The governing body shall consist of:
 - a. 5 parent governors;
 - b. 3 LA governors;
 - c. 3 staff governors;
 - d. 4 community governors.
5. Total number of governors 15.
6. The term of office of all governors is 4 years.
7. This instrument of government comes into effect on **20 March 2012**.
8. This instrument made by order of **Bromley Local Education Authority** on **20 March 2012**.

Report No.
DCYP12038

London Borough of Bromley

PART ONE - PUBLIC

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

Date: **For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012**

Decision Type: Non-Urgent Executive Non-Key

**TITLE: REVISED INSTRUMENT OF GOVERNMENT –
MARIAN VIAN PRIMARY SCHOOL**

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: Kelsey and Eden Park.

1. Reason for the Report

- 1.1 Each school must have an Instrument of Government. It records the name of the school and the constitution of the Governing Body. It is the Governing Body's responsibility to prepare a draft Instrument of Government for submission to the LA, who must be content that the draft complies with all applicable statutory requirements. The following school has submitted a draft Instrument of Government for approval.

Marian Vian Primary School

2. **RECOMMENDATION(S)**

- 2.1 **It is recommended that the Executive Member approves the revised Instruments of Government, set out in Appendix 1.**
- 2.2 **It is recommended that the Executive Member instructs that the Instrument be made by the Common Seal of the Council of the London Borough of Bromley.**

Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Children and Young People:
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 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):
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Statutory Requirement: School Governance (Constitution) (England) Regulations 2007
 2. Call-in: Applicable
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The Governing Body of Marian Vian Primary School at a recent meeting unanimously agreed to request the approval from the CYP Portfolio Holder to a revision of their School Instrument of Government. The Governors would like to increase the community governor category by one governor this would increase their current constitution from 14 to 15 governors, an additional community governor would therefore increase the level of expertise to the Governing Body (**Appendix 1**).

4. POLICY IMPLICATIONS

- 4.1 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.

5. LEGAL IMPLICATIONS

- 5.1 The draft Instrument of Government complies with the requirements of the School Governance (Constitution) (England) Regulations 2007.

Non-Applicable Sections:	Financial Implications Personnel implications
Background Documents: (Access via Contact Officer)	School Governor Services.

Children and Young People Services

Instrument of Government: Community School

1. The name of the school is **Marian Vian Primary School**.
2. The school is a community school.
3. The name of the governing body is “**The Governing Body of Marian Vian Primary School**”.
4. The governing body shall consist of:
 - a. 5 parent governors;
 - b. 3 LA governors;
 - c. 3 staff governors;
 - d. 4 community governors.
5. Total number of governors 15.
6. The term of office of all governors is 4 years.
7. This instrument of government comes into effect on **20 March 2012**.
8. This instrument made by order of **Bromley Local Education Authority** on **20 March 2012**.

Report No.
DCYP12033

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children and Young People Portfolio Holder

Date: For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **CHILDREN AND FAMILY CENTRES: PROPOSALS FOR THE FUTURE USE OF THE CENTRES**

Contact Officer: Kay Weiss, Assistant Director, Safeguarding and Social Care
Tel: 020 8313 4062 E-mail: kay.weiss@bromley.gov.uk
Mark Thorn, Head of Social Care, Referral & Assessment
Tel: 020 8313 7578 E-mail: mark.thorn@bromley.gov.uk

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

Ward: Boroughwide

1. Reason for report

- 1.1 This report provides an update regarding the rationalisation of Children and Family Centres in Bromley following the CYP Portfolio Holder's decision on 26 September 2011 with pre-decision scrutiny undertaken by the CYP PDS Committee (6/9/11). This was to maintain six Council led and funded Children and Family Centres in the areas of greatest deprivation across Bromley, whilst achieving the required savings of £2.2m as approved by Executive as part of the Council's financial strategy 2011/12, 2012/13 and beyond.

2. **RECOMMENDATION(S)**

- 2.1 **The Children and Young People Policy Development and Scrutiny Committee is asked to consider and comment on:**
- (a) progress made to date in relation to closure of the Children and Family Centres;
 - (b) the alternative uses being pursued;
 - (c) progress made in relation to the Department for Education;
 - (d) the position relating to the timeframe for potential clawback of capital funding being 25 years.
- 2.2 **The Children and Young People Portfolio Holder is asked to approve the strategy for alternative future usage of those Centres which have been determined for closure.**

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: Children and Family Centres Bromley Children Project
 4. Total current budget for this head: £4,292,550 (BCP budget 2011/12)
 5. Source of funding: Base budget
-

Staff

1. Number of staff (current and additional): Bromley Children Project: 49FTE
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Statutory Requirement: Children Act 2006
 2. Call-in: 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? Not Applicable
2. Summary of Ward Councillors comments: N/A

3. COMMENTARY

- 3.1 This report provides an update regarding the implementation of the decision to rationalise the provision of Council funded Children and Family Centres from 18 to 6, and the proposed future usage of those Centres which have been formally de-designated.

Background

- 3.2 The six Children and Family Centres that will remain council led and funded are:

- Biggin Hill
- Blenheim, situated in Orpington
- Burnt Ash
- Castlecombe, situated in Mottingham
- Community Vision, situated in Penge
- Cotmandene, situated in St Paul's Cray

The Children and Family Centres are located in the highest areas of deprivation and each centre will continue to provide the full “core purpose” as set out by the Department for Education and includes:

- improving outcomes for young children and their families, with a particular focus on the most disadvantaged families
 - providing access to universal early years services in the local area including high quality and affordable early years education and childcare
 - providing targeted evidence based early interventions for families in greatest need, in the context of integrated services
 - assessing need across the local community
 - acting as a hub for the local community, building social capital and cohesion
 - sharing expertise with other early year's settings to improve quality.
- 3.3 Whilst each centre will continue to offer universal provision such as developmental health checks and speech and language advice, services are also being proactively targeted to support more vulnerable families within the borough through parenting groups, family support and domestic violence programmes. The six reconfigured Children and Family Centres will form part of a hub and spoke model of services co-ordinated by a reconfigured Bromley Children Project. As a consequence family support can be provided across the Borough whether families live near a centre or not. The Bromley Children Project will target support to families across the borough that are harder to reach or engage and support them in their homes as well as encouraging them to access services at their local Children and Family Centre.
- 3.4 Some core services provided within Children and Family Centres will continue to be commissioned from external agencies and the voluntary sector.

3.5 12 Children and Family Centre sites cease to operate under the rationalised Bromley Children project model: The 12 sites which will no longer operate as council run and funded Children and Family Centres: -

- Churchfields
- Elmers End
- Griffin
- Highway
- Hawes Down
- James Dixon
- Manor Oak
- Mottingham
- Poverest
- Princes Plain
- Royston
- Widmore

3.6 The Children and Family Centres listed above will cease to operate during Spring 2012. A phased approach across January, February and March has been adopted where centres are to cease their current function which will enable staff to undertake the many administrative tasks required to alter their use and to finalise agreements with partners taking on sites. Progress regarding future usage for each site is set out in **Appendix 1**. It is anticipated that the majority of sites will have transferred by 1 April 2012 and that capital clawback will be avoided. The exception is Elmers End which will require further work as it currently has no transfer partner identified.

3.7 The planned closure timetable is currently in progress and a full equality impact assessment has been undertaken.

Clawback of Capital Investment

3.8 DfE guidance in relation to capital clawback is outlined in *Sure Start, Early Years and Childcare Grant (SSEYCG) and Aiming High for Disabled Children Grant - Capital Guidance*, and *Sure Start Children's Centres Statutory Guidance*.

3.9 Clawback is triggered where an asset either wholly or partially funded by DfE is disposed of or no longer used to meet the aims and objectives consistent with the SSEYCG grant.

3.10 Clawback applies for 25 years from the date that the Children and Family Centre was designated. This means that clawback remains relevant until the year 2032 for the majority of the centres, and the year 2036 for others.

3.11 As clawback applies for a period of 25 years it is essential to ensure all partners who take on sites are fully aware of this and that any future changes once the current agreed changes are implemented, must be consulted on through the local authority.

3.12 The guidance received from DfE is unclear and therefore it is not possible to guarantee that any of the proposed alternative uses will prevent clawback.

3.13 DfE were unable to provide a template to complete to seek to defer clawback, therefore LBB Officers developed their own based on 'the type of questions likely to be asked' which were received from colleagues in DfE. The LBB officers' template was approved by DfE who have since adopted it and shared it with other local authorities as an example of good practice.

3.14 As a test case, the LBB Template was completed and submitted for Princes Plain Children and Family Centre on 15 December 2011. Notification was received on 18 January 2012 from DfE that our case for deferral of clawback was approved but deferred not waived entirely. We were advised that DfE "*retain an interest in the asset and if in the future it has its usage changed or is otherwise disposed of, and does not continue to meet the purposes of the grant we will clawback the funding*".

4. POLICY IMPLICATIONS

4.1 There are no additional policy implications resulting from this report.

5. FINANCIAL IMPLICATIONS

5.1 In considering the future options for the use of Children and Family Centres, consideration was given to all expressions of interest received during the formal consultation which appeared to meet the criteria to prevent clawback of the capital invested. Consequently the key requirement from the perspective of the local authority in relation to the future use of these sites has been whether they meet the Department for Education's (DfE) requirements in relation to preventing capital clawback i.e. whether the proposed use meets the general purpose of the original capital grant, in this instance to provide 'early childhood services' to support children aged 0-5 and their parents/carers.

6. LEGAL IMPLICATIONS

6.1 Colleagues in Legal Services have begun drafting suitable agreements to be used with partners taking on sites to ensure they are clear that there are restrictions about the use of the premises and the time period that this extends for.

6.2 The agreement will clearly state that in the event that the partner ceases to use the site for the agreement purpose as notified to DfE and for which we have their written confirmation of deferral of clawback, the site will revert to the Local Authority. The Local Authority will be charged with identifying an alternative provider to use the site in a way which meets the DfE criteria to defer clawback. Should this occur, fresh negotiations with the DfE will be required at that time.

6.3 Where the centre has been built within the overall footprint of a school site, the building does not transfer to the school for their core business. The clawback criteria apply and the onus to ensure suitable alternative early childhood services remains with the local authority as does the responsibility for the space. DfE require a strong business case be made to evidence that the space is being used in accordance with the general purpose of the original capital grant.

6.4 If a partner taking on a site wishes to make further alterations to the site, the cost of such alterations will be not be covered by the local authority but be the responsibility of the partner. Approval for any such works must be agreed with the local authority in advance and must clearly demonstrate how they will enhance the space and improve the offer of services under the general purpose of the original capital grant. There is a risk that DfE will try to invoke clawback if they dispute the local authority's claim that the alternative uses as described meet the requirements of the original grant. Officers have notified DfE as required and await confirmation of their decisions in relation to deferral of clawback for each of the sites.

7. PERSONNEL IMPLICATIONS

7.1 The contracts for the previously employed agency staff were not renewed; all having ceased by 27 January 2012.

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	PDS Committee: Consultation Outcome: Future of Children and Family Centres 6 September 2011

**UPDATE IN RELATION TO THE CHILDREN AND FAMILY CENTRES CEASING
TO OPERATE AS LOCAL AUTHORITY LED AND FUNDED CHILDREN'S CENTRE FACILITY**

Centre	Proposed Alternative use Currently Under Exploration	Clawback Value £	Closed to Public	Transfer to Partner/DD	Funding Sourced	Status of Negotiations
Churchfields	Expansion of primary school to two form entry and development of existing EYFS provision subject to Member approval.	311,000	27 January 2012	<ul style="list-style-type: none"> Transfer to Churchfields Primary School 01 April 2012 	<ul style="list-style-type: none"> Head of Access and Admissions has confirmed funding via DSG school budget share. School will attract additional floor space funding through DSG Square Footage calculation. 	<ul style="list-style-type: none"> Head of Access and Admissions has confirmed site to be used to extend school to two form entry subject to Member approval.
Elmers End (Marian Vian)	Plans to convert into Reception/KS1 provision for children with complex/enduring needs and to support their parents/carers have ceased. There is currently no viable option under consideration.	377,000	27 January 2012	<ul style="list-style-type: none"> No transfer partner identified. Lack of outside play area barrier to alternative EYFS use. 	<ul style="list-style-type: none"> No funding identified. 	<ul style="list-style-type: none"> No alternative use identified at this stage. School indicated no wish to take on facility. Viability of establishing outside play area being considered. Advice sought from Property.
Griffins (Darrick Wood)	To run as specialist site for children with sensory impairments; consider formal link to Hawes Down; transfer management to SEN service and the Sensory Impairment Unit (SIU).	80,000	N/a	<ul style="list-style-type: none"> Seamless transfer from BCP to SEN SIU. Continued use by public throughout Management responsibilities transferred 27 January 2012 	<ul style="list-style-type: none"> Head of SEN has confirmed funding allocated. 108592 	<ul style="list-style-type: none"> Head of SEN has confirmed SIU will take on the site.

Centre	Proposed Alternative use Currently Under Exploration	Clawback Value £	Closed to Public	Transfer to Partner/DD	Funding Sourced	Status of Negotiations
Hawes Down (The Glebe)	To continue to operate as a Children and Family Centre but dedicated to supporting families with children with disabilities and additional needs, under the management of the Glebe School.	1,800,000	N/A	<ul style="list-style-type: none"> The site has been managed by the Glebe School since it opened in Summer 2011. This will continue seamlessly. 	<ul style="list-style-type: none"> Funding from variety of sources inc Children and Family Centres and Joint Disability Service – Head of Referral and Assessment and Head of SEN have confirmed budget allocated. 	<ul style="list-style-type: none"> Glebe School continuing to manage the site. Glebe School have set up Management Board which includes relevant funding partners.
Highway	Incorporate space within school to increase age range and number of children accessing the on site EYFS setting and to continue to support parents/carers.	4,100,000	N/A	<ul style="list-style-type: none"> Seamless transfer into The Highway Primary School effective 31 December 2011 	<ul style="list-style-type: none"> School to fund. School will lease space to EYFS PVI provider. School will attract additional floor space funding through DSG Square Footage calculation. 	<ul style="list-style-type: none"> Head Teacher has confirmed school will take on the site.
James Dixon	Convert into CSC Family Contact Centre for west Bromley.	387,000	24 February 2012	<ul style="list-style-type: none"> Transfer to CYP CSC, planned transfer date of 1 April 2012 subject to SMT approval. 	<ul style="list-style-type: none"> AD for Children's Social Care has confirmed funding allocated. 	<ul style="list-style-type: none"> AD for Children's Social Care has confirmed site to become Family Contact Centre for west Bromley.
Manor Oak	Incorporate space within school to increase age range and number of children accessing the on site EYFS setting and to continue to support parents/carers.	577,000	27 January 2012	<ul style="list-style-type: none"> Negotiations ongoing with Manor Oak Primary School. Subject to Governors approval and Seed Challenge funding bid. 	<ul style="list-style-type: none"> School to fund. School will attract additional floor space funding through DSG Square Footage calculation. 	<ul style="list-style-type: none"> Head Teacher has confirmed school will take on the site, subject to sign off by Governors and successful Seed Challenge funding bid.
Mottingham	Incorporate space within school to increase age range and number of children accessing the on site EYFS setting and/or enhance Reception/KS1 provision whilst continuing to provide support to parents/carers.	306,000	N/A	<ul style="list-style-type: none"> Seamless transfer into Mottingham Primary School effective 01 April 2012 	<ul style="list-style-type: none"> School to fund. School will attract additional floor space funding through DSG Square Footage calculation. 	<ul style="list-style-type: none"> Head Teacher has confirmed school will take on the site.

Centre	Proposed Alternative use Currently Under Exploration	Clawback Value £	Closed to Public	Transfer to Partner/DD	Funding Sourced	Status of Negotiations
Poverest	Local authority to tender via private, voluntary, or independent provider to set up an EYFS provision which will also maintain support to parents/carers.	265,000	27 January 2012	<ul style="list-style-type: none"> Discussions with EYC team identified sessional pre-school as most suitable type of EY setting. Tender exercise required to obtain expressions of interest in this site. 	<ul style="list-style-type: none"> Local authority to invite expressions of interest from PVI to provide suitable EYFS setting. Site will be leased to PVI provider. 	<ul style="list-style-type: none"> Head Teacher has confirmed preference for site to be used for EYFS PVI setting.
Princes Plain	Incorporate space within school but continue to offer a similar service to the existing Children and Family Centre focusing on children aged 0-12 and their parents/carers.	689,000	N/A	<ul style="list-style-type: none"> Seamless transfer into Princes Plain Primary School effective 1 April 2012. 	<ul style="list-style-type: none"> School to fund. School will attract additional floor space funding through DSG Square Footage calculation. 	<ul style="list-style-type: none"> Head Teacher has confirmed school will take on the site as they are committed to supporting families despite this being a struggle to fund.
Royston	Establish a Nurture unit for Reception/KS1 in the west of the borough to replicate the current provision at Manor Oak (Crays), so increasing opportunities for pupils in Penge and Anerley and reducing the cost of transportation.	402,000	24 February 2012	<ul style="list-style-type: none"> Negotiations ongoing with CYP SEN & Behaviour services and Royston School. 	<ul style="list-style-type: none"> Head of Access and Admissions has confirmed funding via Primary Behaviour Service 115556 	<ul style="list-style-type: none"> Head of Access and Admissions has confirmed site to be used to create a Nurture Unit for west Bromley. Ongoing negotiations between CYP and the school.
Widmore	Incorporate space within Bromley Adult Education College to increase age range and number of children accessing the on site EYFS setting.	209,000	27 January 2012	<ul style="list-style-type: none"> Negotiations ongoing with Bromley Adult Education College. Planned transfer date 1 April 2012. 	<ul style="list-style-type: none"> Acting Principal of BAEC has confirmed funding via BAEC existing Nursery provision to cover running costs. 	<ul style="list-style-type: none"> Acting Principal of BAEC has confirmed existing Nursery provision will extend.

Report No.
DCYP12034

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children and Young People Portfolio Holder

Date: For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **ADMISSIONS ARRANGEMENTS 2013-14**

Contact Officer: Doreen Pendergast, Admissions Manager
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Mike Barnes, Head of Access and Admissions
Tel: 020 8313 4865 E-mail: mike.barnes@bromley.gov.uk

Chief Officer: Director, Children and Young People Services

Ward: Boroughwide

1. Reason for report

- 1.1 This report seeks approval for Bromley's Local Authority Admissions Policy for 2013/14. This policy applies to all Bromley community and voluntary controlled schools.
- 1.2 The report also seeks agreement to the schemes to co-ordinate admissions to Bromley primary and secondary schools for September 2013.
-

2. **RECOMMENDATION(S)**

- 2.1 It is recommended that the Children and Young People Portfolio Holder approves:
- (i) Bromley's proposed admissions policy for 2013/14;
 - (ii) the proposed schemes to co-ordinate admissions to primary and secondary schools for admission in 2013/14.

Corporate Policy

1. Policy Status: New Policy
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: included in Access and Inclusion
 4. Total current budget for this head: The cost of the consultation process is within the total budget for Access and Admissions which is £395,640.
 5. Source of funding:
-

Staff

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

Legal

1. Legal Requirement: Statutory Requirement: School Standards and Framework Act 1998 and Education Act 2002. The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012, SI 2012/8.
 2. Call-in: Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All Bromley Head Teachers and Chair of Governors. Policy will impact on all pupils intending to and already attending school – total 55,000+.
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The School Standards and Framework Act 1998, as amended by the Education Act 2002 requires that the Local Authority determines its agreed admissions policy for 2013/14 by 15 April 2012.
- 3.2 The only proposed changes to Bromley's admission policy are those required by the new statutory admissions code, therefore there has not been the need to consult with other admission authorities before determining the policy.
- 3.3 The new statutory admissions code, which became effective from 2 February 2012, requires all admission authorities to extend the highest priority given to looked after children to include children who "were looked after, but ceased to be so because they were adopted, or became subject to a residence order or special guardianship order". Bromley's proposed policy has been amended accordingly.
- 3.4 The proposed admission policy for community and voluntary controlled schools for 2013/14 is attached as **Appendix 1**.
- 3.5 The Education Act 2002 requires that the allocation of places at year 3 into Junior Schools must be administered and maintained by the LA. Details of these arrangements are documented in **Appendix 1a**.
- 3.6 The Act also requires Local Authorities to formulate a scheme to co-ordinate admissions to secondary schools. The aim of a scheme is to ensure that all pupils in an area are offered only one school place, and that this place is offered on the same day for all pupils. The scheme for 2013/14 is attached as **Appendix 1b**.
- 3.7 The Education Act 2002 has also required Local Authorities to determine and operate a scheme to co-ordinate admissions to primary school. The proposed scheme for 2013/14 is attached as **Appendix 1c**.
- 3.8 The revised admission code has removed the responsibility on the Local Authority to administer applications and maintain the waiting list for all pupils who apply in year with effect from September 2013. Arrangements for the administration of in year applications from September 2013 will be the subject of consultation with schools and reported to members as appropriate.

4. POLICY IMPLICATIONS

- 4.1 The Authority is required to set the policy for admission to Community and Voluntary Controlled schools each year in line with the School Standards and Framework Act, and Education Act 2002.

5. LEGAL IMPLICATIONS

- 5.1 Legislation requires that the local authority determines the admissions policy for community and voluntary controlled schools within the authority.
- 5.2 Local Authorities are also required to co-ordinate admissions to secondary and primary schools in their area. Any scheme to co-ordinate admissions must be agreed with all other secondary and primary admission authorities within Bromley (i.e. the Governing Bodies of Voluntary Aided and Foundation schools). If agreement is not reached, the Secretary of State will impose a scheme on the Local Authority.

- 5.3 When determining admission policies Admission Authorities are required to take note of the statutory guidance provided in the School Admissions Code 2012. Under the newly published regulations consultation on proposed admission arrangements is not required if there are changes made to comply with any mandatory requirement in the School Admissions Code or these Regulations.

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

LONDON BOROUGH OF BROMLEY

PRIMARY ADMISSION POLICY AND ARRANGEMENTS

2013/2014

Within Bromley there is a wide range of schools in the Community and Voluntary Controlled sector. There are also twelve community schools that have a maintained nursery class.

The proposed policy in these schools is shown below and will operate within the framework, and timetables, of the agreed schemes to co-ordinate admission to schools in Bromley, as required by the Education Act 2002 and Admissions Code 2011.

Nursery Admissions

Children are normally considered for admission to Bromley maintained nursery classes a calendar year before they are due to enter Reception, for admission to nursery in admission year 2013/14:

Where spaces are available younger children will be considered and offered places.

Children living within the London Borough of Bromley using the following criteria: -

- a. Looked after children (Children in Public Care)
- b. Children with siblings in the mainstream school;
- c. Proximity from home to the nursery class as measured in a straight line.

Children living outside the London Borough of Bromley using the following criteria:-

- a. Looked after children (Children in Public Care)
- b. Children with siblings in the mainstream school
- c. Proximity from home to the nursery class as measured in a straight line

NB:

1. To be eligible under criterion (b) the sibling must be attending the mainstream school when the younger child takes up a place in the nursery. Any remaining places will be offered on the basis of the proximity criterion.
2. A place in the nursery does **NOT** guarantee a place in the Reception class of the mainstream school. Therefore a separate application **MUST** be made for admission to Primary School.

A list of the schools that have nursery classes available and the number of places is attached as Annex 1. Applications should be made directly to individual nurseries.

Primary School Admissions

Age of Admission

Bromley's primary admissions policy is to admit children to reception classes twice a year. Children born between 1 September and 28 (or 29) February inclusive are admitted at the beginning of the Autumn term and those born between 1 March and 31 August at the start of the Spring term before their fifth birthday.

However, in line with legislation, all children will be permitted to start in reception in the September following their fourth birthday. This will give parent/guardians of children born on or after 1 March the option of choosing a September start for their child.

Parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year. Where entry is deferred, admission authorities must hold the place for that child and not offer it to another child. The parent would not however be able to defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted. Children born after 1 April will be expected to join the school by the start of the Summer term.

Parents can also request that their child attends part-time until the child reaches compulsory school age but this must be in discussion with the Head teacher and in the best interest of the child.

Twins, triplets and other multiple births: where twins, triplets or children from other multiple births qualify for the last school place to be allocated Bromley will admit all of the qualifying siblings in excess of the published admissions limit and they will be considered as 'excepted pupils'.

Application Procedure

Application for admission to reception must be made in accordance with the published Primary Co-ordinated Admission Arrangements for each relevant year and will only be accepted from parent/guardians with proven parental responsibility. Change of parental responsibility, unless exceptional circumstances through a court order, will not be accepted during the co-ordinated admission process.

Admission Criteria

Where schools are oversubscribed places will be offered in line with the admission criteria outlined below:

- (i) Looked after Children or previously Looked after (see note 1).
- (ii) In exceptional circumstances there is discretion to admit children on the grounds of their or their family's acute medical or social need for that particular school and who would not otherwise qualify for admission. The application must be supported by a letter from a hospital consultant, the special support service, social worker or similar professional, setting out the reasons why the school is the only one to meet the child's needs, before an admission decision is made. The admission decision will be considered in consultation with sub groups of the Admissions Forum which includes teaching and medical professionals. Medical professionals provide advice on

applications made under medical conditions and teaching professionals advise on applications made for social or special reasons. Supporting evidence must be provided before the closing date for applications.

- (iii) Siblings - Children who have a brother or sister at the preferred school at the beginning of their first term (see note 2).
- (iv) Proximity – proximity as measured in a straight line from the front door of the home to the front door of the school (see note 3 and 4).

Notes

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order^[1]. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions”
2. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner, and in every case, the child should be living in the same family unit at the same address. The elder sibling must still be on roll at the school when the younger child starts school.
3. “Home” being where the child normally resides as their only or principal residence. Addresses involved in child minding (professional or relatives) are excluded. Parents will be asked to provide documentary evidence to confirm an address and parental responsibility. It is expected that the applicant and pupil will still be resident at the same address when the child starts school unless exceptional circumstances apply.
4. Distance will be measured (in a straight line) from the front door of the child’s home address (including flats) to the main entrance of the school building, using the Local Authority’s computerised measuring system, with those living closer to the school receiving the higher priority.
5. Where a Bromley Community school has a Special Opportunity Unit, and the children in the unit integrate at times into the mainstream school, then the siblings of children attending the unit will be treated as siblings when applying for places in the mainstream school. Please note however that where such places are accepted then **NO** assistance towards the transport of the child in the mainstream school can be considered unless the normal rules of the transport policy apply.

The sibling criteria operates across linked infant and junior schools as they are deemed as Primary Schools that provide primary education (section 5 of Education Act 1996) if at the time of admission their older sibling will be on roll of the Junior School or will transfer from Year 2 into the Junior School in the September.

Alexandra Infant and Junior Schools
Bromley Road Infant and Worsley Bridge Junior Schools
Crofton Infant and Junior Schools
Darrick Wood Infant and Junior Schools
Hawes Down Infant and Junior Schools
Pickhurst Infant and Junior Schools

The following schools are also linked to provide extra places for children transferring from year 2 in the Infant school to year 3 in the Primary School.

Dorset Road Infant and Mottingham Primary Schools (8 Year 3 places)
Mead Road Infant and Red Hill Primary Schools (20 Year 3 places)

Infant/Junior Transfer

Priority in the allocation of Year 3 places for children transferring from the above linked schools will be allocated as follows:

1. Looked after Children (children in public care).
2. Children in attendance at the linked infant school. If the number of applications from children in the linked infant school exceeds the number of places available in the junior school, decisions on the allocation of places will be made in accordance with criterion 3 (siblings as detailed below) and then criterion 4 (proximity of the home in relation to the school).
3. Siblings - Children who have a brother or sister at the preferred school or the linked Infant school still attending at the beginning of their first term.
4. Proximity – proximity as measured in a straight line from the front door of the home to the main entrance door of the school.

Application Procedure for Admission to Junior School

Applications for admission to year 3 in a junior school are to be made to the Local Authority by **tba**.

Parents of children in the Infant school will only be required to complete a transfer form for that one school. Applications from parents not attending the Infant school will be dealt with at the same time in line with the admission criteria.

Application deadline – **tba**.

Confirmation of transfer from Infant to linked Junior school and offer date to other applicants: - **tba**.

Parents will be required to respond by **tba**.

Offer of Reception Places

Places will be offered in line with the agreed scheme to co-ordinate admissions to primary schools in Bromley – Appendix 1C.

Late Applications

Late applications will be dealt with in accordance with the procedures laid down in the co-ordinated admissions scheme.

Waiting Lists

Waiting lists will be maintained and kept in the order of the published admissions criteria.

Fair Access Protocol

All schools in Bromley will admit pupils referred under the Fair Access Protocol. A 'Hard to Place' pupil will be given priority for admission over any others who are seeking or applying for a school place and the school can admit over their published admission number.

Appeals

All applicants have a statutory right of appeal in the event that their preferred school is unable to offer them a place. Unsuccessful applicants must be advised of their right of appeal to an independent admission appeals panel, established by the Local Authority, under the School Standards and Framework Act 1998.

Appeals for reception places will be considered in light of the class size regulations that require infant class sizes to not exceed 30. The legislation will only permit class sizes above 30 in limited, specified, circumstances.

Children with a Statement of Special Educational Needs

Children with a full statement of Special Educational Needs are dealt with under a separate process by the Special Educational Needs team. The published admission number of all Bromley schools is inclusive of students with a statement of special educational needs that are admitted to the school pursuant to the school being named in part 4 of their statement.

Appeals for Children with a Statement of special educational needs are dealt with by a SEN Tribunal.

A list of schools and the number of proposed places available (the published admissions limit) is attached as Annex 1.

adm/ap/

PROPOSED BROMLEY COMMUNITY SCHOOLS ADMISSIONS NUMBER 2013/14

SPA	School Name	Published Number	Capacity Assessment	Additional PlacesY3+	Nursery Places	SPA	School Name	Published Number	Capacity Assessment	Additional PlacesY3+	Nursery Places
1	Alexandra Infants	60	180			2	Marian Vian Primary	90	630		
1	Alexandra Junior	64	232			6	Mead Road Infants	30	90		
1	Balgowan Primary	90	562			7	Midfield Primary	30	297		26
4	Bickley Primary	60	210			6	Mottingham Primary	60	450	8	
9	Biggin Hill Primary	60	420			3	Oak Lodge Primary	90	630		
8	Blenheim Primary	30	210		26	9	Oaklands Primary	90	630		
2	Bromley Road Infants	90	263			4	Parish CE Primary	90	420		
4	Burnt Ash Primary	60	420			7	Perry Hall Primary	60	361		
6	Castlecombe Primary	30	210		26	3	Pickhurst Infants	120	360		
8	Chelsfield Primary	15	105			3	Pickhurst Juniors	120	478		
1	Churchfields Primary	60	412		26	7	Poverest Primary	30	315		
2	Clare House Primary	30	210			8	Pratts Bottom Primary	11	60		
5	Crofton Infants	180	540			5	Princes Plain Primary	60	282		26
9	Cudham Primary	15	86			6	Red Hill Primary	90	710	20	
5	Darrick Wood Infants	90	270		39	1	Royston Primary	60	420		26
5	Darrick Wood Juniors	90	360			4	Scotts Park Primary	60	432		
6	Dorset Rd Infants	25	75			5	Southborough Primary	60	416		
9	Downe Primary	9	63			4	St Georges CE Primary	45	315		
6	Edgebury Primary	30	210			7	St Mary Cray Primary	30	308		
5	Farnborough Primary	30	204			2	St Mary's RC Primary	60	420		
7	Grays Farm Primary	60	408		26	7	St Paul's Cray Primary	30	291		26
8	Green St Green Primary	60	420			1	Stewart Fleming Primary	60	412		
3	Hawes Down Infants	60	180			8	The Highway Primary	30	210		
3	Hawes Down Juniors	64	240			5	Tubbenden Primary	90	630		
8	Hillside Primary	54	378			2	Unicorn Primary	60	210		
1	James Dixon Primary	60	340		26	4	Valley Primary	60	420		
5	Keston CE Primary	30	210			8	Warren Road Primary	120	827		
7	Leesons Primary	30	300			3	Wickham Common Primary	60	411		
1	Malcolm Primary	30	367		26	2	Worsley Bridge Juniors	90	359		
7	Manor Oak Primary	28	196		26						

The PANs are inclusive of students with a statement of special educational needs that are admitted to the school pursuant to the school being named in part 4 of their statement.

INFANT TO JUNIOR TRANSFER 2013-14

Admission to Year 3 in the following linked Junior Schools

- Alexandra Infant and Junior Schools.
- Bromley Road Infant and Worsley Bridge Junior Schools.
- Crofton Infant and Junior Schools.
- Darrick Wood Infant and Junior Schools.
- Hawes Down Infant and Junior Schools.
- Pickhurst Infant and Junior Schools.

Priority in the allocation of Year 3 places for children transferring from the following linked infant to junior schools will be allocated as follows:

1. Looked After Children (children in public care).
2. Children in attendance at the linked infant school. If the number of applications from children in the linked infant school exceeds the number of places available in the junior school, decisions on the allocation of places will be made in accordance with criterion 3 (siblings as detailed below) and then criterion 4 (proximity of the home in relation to the school).
3. Siblings - Children who have a brother or sister at the preferred school or the linked Infant school at the beginning of their first term (the younger sibling must be on roll at the school when the elder child starts at the Junior school - siblings of reception age children who will not be on roll in September 2013 will not be considered as siblings).
4. Proximity - proximity as measured in a straight line from the front door of the home to the main entrance door of the school

In line with legislation all applications must be made to the Local Authority who will make the offers.

To reduce the administration process of a straightforward transfer between linked Infant and Junior schools it is intended that parents of children in the Infant school will only be required to complete a transfer application form for that one school. Applications from parents not attending the Infant school will be dealt with at the same time in line with the admission criteria.

Application deadline - **tba**.

Confirmation of transfer from Infant to linked Junior school and Offer Date to other applicants: **tba**

Parents will be required to respond by: **tba**.

Waiting lists will be retained by LA until the end of Autumn term 2013.

**LONDON BOROUGH OF BROMLEY CO-ORDINATED SECONDARY SCHOOL
ADMISSIONS SCHEME 2013-14**

Definitions used in the scheme

“the Academic Year”	The year in which the academic year commences
“the Application Year”	The academic year in which the parent makes an application, ie in relation to the academic year of entry, the year preceding it
“the Board”	The Pan-London Co-ordinated Admissions Executive Board, which has formulated the basic elements of the Scheme
“the Pan-London Register” (PLR)	The database which will transmit application and offer data between each LA’s Local Admissions System
“the Business User Guide (BUG)”	the document issued annually to participating LAs setting out the operational procedures of the Scheme
“the Common Application Form”	Bromley is the form that each LA must have under the Regulations for parents to use to make their applications, set out in rank order
“the London E Admissions Portal”	the common online application system used by the 33 London LAs and Surrey County Council
“the Equal Preference System”	The model whereby all preferences listed by parents on the Common Application Form are considered under the oversubscription criteria for each school without reference to parental rankings. Where a pupil is offered a place at more than one school within an LA, the rankings are used to determine the single offer by selecting the one ranked highest of the places offered
“the Home LA”	The LA in which the applicant/parent is resident
“the Local Admission System” (LAS)	The IT module for administering admissions in each LA and for determining the highest offer both within and between participating LA’s
“the Maintaining LA”	The LA, other than Bromley LA, which maintains a school to which an applicant has applied
“the Mandatory Elements”	Those elements of the Scheme to which LA’s must subscribe in order to be considered as a ‘Participating Authority’ and to benefit from the Pan-London Register and related funding
“the Notification Letter”	The agreed form of letter sent by Bromley LA to applicants on the Prescribed Day which communicates any determination granting or refusing admission to a secondary school
“the Prescribed Day”	1 March except that, in any year in which that day is not a working day, the prescribed day shall be the next working day

“the Pan-London Timetable”	The framework for processing of application data
“the Participating LA”	LA that has indicated in the Memorandum of Agreement that they are willing to incorporate, at a minimum, the mandatory elements of the Template LA Scheme presented here
“the Qualifying Scheme”	The scheme which each LA is required to formulate pursuant to Section 815B(1)(a) of the School Standards and Framework Act 115158 and the Regulations for co-ordinating arrangements for the admission of pupils to secondary schools

Applications

Applications will only be accepted from parent/guardians with proven parental responsibility. Change of parental responsibility, unless exceptional circumstances through a court order, will not be accepted during the co-ordinated admission process.

1. Applications from residents of Bromley LA will be made on the authority’s Common Application Form or on-line through a link on the Bromley website at www.bromley.gov.uk.
2. The LA will take all reasonable steps to ensure that all Bromley residents who have a child in the last year of primary education receive a Common Application Form together with detailed advice on completion of the form and the co-ordinated admissions scheme. Forms will be pre-printed with pupil details and distributed in Bromley maintained primary schools and sent direct to Bromley resident pupils who attend out borough Primary schools and those in the Independent sector. Applications can also be made on-line through the Bromley web site @ www.bromley.gov.uk.
3. The admission authorities within Bromley LA will not use supplementary forms except where the information available through the Common Application Form is insufficient for consideration of the application against the published admissions criteria.
4. Where supplementary forms are required they will be available, on request, from the schools concerned or from the Bromley website. Supplementary forms must advise parents that they must also complete their home LA’s common application form and that the supplementary form alone does not constitute a valid application. Likewise, parents will be advised that where supplementary forms are required, completion of the common application form alone may affect the result of their application.
5. Where Bromley schools receive a supplementary form they will inform Bromley LA so that it can determine whether a common application form (in either the LA or a neighbouring LA) has been completed. Where applicable, supplementary forms must be returned directly to the relevant schools by the date requested (to be published separately by the relevant school/LA). Such forms to indicate that unless a CAF has also been completed and returned to the relevant LA by the due date it does not constitute a valid application.
6. Applicants will be able to express a preference for six maintained secondary schools within and/or outside the Home LA.

7. The order of preference given on the Common Application Form will not be revealed to a school within the area of Bromley LA in accordance with paragraph 1.76 of the School Admissions Code. However, where a parent resident in Bromley LA expresses a preference for schools in the area of another LA, the order of preference for that LA's schools will be revealed to that LA in order that it can determine the highest ranked preference in cases where an applicant is eligible for a place at more than one school in that LA's area.
8. Bromley LA undertakes to carry out the address verification process set out in its entry in the Business User Guide. Bromley will in all cases include validation of resident applicants against Bromley LA's school data and the further investigation of any discrepancy. Where Bromley LA is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA no later than **14 December 2012**.
9. Bromley LA will confirm the status of any resident child for whom it receives a Common Application Form stating s/he is a 'Child Looked After' and will provide evidence to the maintaining LA in respect of a preference for a school in its area by **14 November 2012**.
10. Applicants resident within this LA must return the Common Application Form, which will be available and able to be submitted on-line, to this LA by **31 October 2012**. However, this LA will publish information which encourages applicants to submit their application by **26 October 2012 (ie the Friday before half term)**, to allow it sufficient time to process and check all applications before the mandatory date when data must be sent to the PLR.
11. Bromley LA will accept late applications between **1 November 2012** and **3 December 2012** only if they are late for a good reason, deciding each case on its own merits.
12. No changes to preferences will be permitted after the closing date of **31 October 2012**.

Processing

13. The LA will enter all preference details into the Local Admission System (LAS) and will upload data relating to applications for schools in other participating LA's to the PLR by **14 November 2012**. Supplementary information provided with the Common Application Form will be sent to maintaining LAs by the same date. Alternative arrangements will be made to forward applications to non-participating LA's.
14. This LA will carry out all reasonable checks to ensure that pupil rankings are correctly held in its LAS before uploading data to the PLR.
15. The latest date for the LA's upload of accepted late applications and address changes to the PLR is **14 December 2012**.
16. Where an applicant moves from one participating home LA to another after submitting an on-time application under the terms of the former home LA's scheme, the new home LA will accept the application as on-time up to **14 December 2012**, on the basis that an on-time application already exists within the Pan-London system.

17. Bromley LA will participate in the application data checking exercise scheduled between **17 December 2012 and 2 January 2013** in the Pan-London timetable in Schedule 3A.
18. All preferences for schools within Bromley LA will be considered by the relevant admission authorities without reference to rank order in accordance with paragraphs 1.76 and 2.16 of the School Admissions Code.
19. Bromley maintained schools will provide the LA with a list of all applicants in criteria order by **Friday 11 January 2013**.
20. When the admission authorities within Bromley LA have provided a list of applicants in criteria order to Bromley LA, Bromley LA shall, for each applicant to its schools for whom more than one potential offer is available, use the highest ranked preference to decide which single potential offer to make
21. Bromley LA will carry out all reasonable checks to ensure that pupil rankings are correctly held in its LAS before uploading data to the PLR.
22. All participating LA's will upload the highest potential offer available to an out-borough applicant from their maintained schools to the PLR by **4 February 2013**. The PLR will then transmit the highest potential offer made by the Maintaining LA to the Home LA.
23. The LAs of Bromley LA will eliminate, as a Home LA, all but the highest ranked offer where an applicant has more than one potential offer across Maintaining LAs submitting information within deadline to the PLR. This will involve exchanges of preference outcomes between the LAS and the PLR (in accordance with the iterative timetable published in the Business User Guide) which will continue until notification that a steady state has been achieved, or until **15 February 2013** if this is sooner.
24. This LA will not make an additional offer between the end of the iterative process and **1 March 2013** which may impact on an offer being made by another participating LA.
25. Notwithstanding paragraph 24, if an error is identified within the allocation of places at one of this LA's schools, this LA will attempt to manually resolve the allocation to correct the error. Where this impacts on another LA (either as a home of maintaining LA) this LA will liaise with that LA to attempt to resolve the correct offer and any multiple offers which might occur. However, if another LA is unable to resolve a multiple offer, or the impact is too far reaching, this LA will accept that the applicant(s) affected might receive a multiple offer.
26. This LA will participate in the offer data checking exercise scheduled between **18 February and 22 February 2013** in the Pan-London timetable in Schedule 3A.
27. This LA will send a file to the E-Admissions portal with outcomes for all resident applicants who have applied online no later than **25 February 2013**. (33 London LAs & Surrey only).
28. The timetable for the processing of admissions to Secondary Schools within Bromley for 2013/2014 is attached as Annex 1.

Offers

29. Individual admission authorities will be notified by the LA of the pupils being offered places in their school during the week prior to national offer day.
30. Admission authorities must not contact applicants about potential/provisional offers at any time after **31 October 2012**.
31. **On 1 March 2013**, this LA will send by first class post notification of the outcome to resident applicants.
32. This LA will ensure, so far as is reasonably practical, that each resident applicant who cannot be offered a preference expressed on the Common Application Form, receives the offer of an alternative school place at the nearest school with a place available, following consultation with individual schools.
33. This LA will inform all resident applicants of their highest offer of a school place and, where relevant, the reasons why higher preferences were not offered, whether they were for schools in the Home LA or in other participating LAs.
34. Each participating LA shall inform all applicants living in its area of their highest offer of a school place and, where relevant, a brief note of the reasons why higher preferences were not offered, whether they were for schools in the home LA or in other participating LA's. The notification letter will also indicate that applications placed lower in the preference list have been automatically withdrawn under the co-ordinated admissions arrangements. Parents will also be informed of their right to appeal and how to register their appeals.

Late Applications

35. Late applications received after **31 October 2012** will not normally be considered until after the initial offer date of **1 March 2013**. Late applications in exceptional circumstances (eg, the death of a close family member; moving into the Authority) will be considered with the agreement of individual admission authorities up to **3 December 2012**. Documentary evidence will be required to support any late application request. All other applications received after **3 October 2012** will be considered as "late" and will not be considered until after National Offer Day – 1 March 2012. The latest date for acceptance of late applications for the reconciliation round of offers in **April 2013** will be **3 December 2012**.

Change of Address

It is expected that the applicant and pupil will still be resident at the same address when the child starts school unless exceptional circumstances apply.

36. Any change of address between **31 October 2012** and **3 December 2013** will only be considered for the allocation process on 1 March 2012 (national offer day) if sufficient documents are approved by the Admission team in agreement with schools.
37. Any change of address after 3 December 2012, but before **1 March 2013**, that has been accepted by the Admission team will not be considered until the reconciliation in April 2012.

Post-offer

38. Parents must accept or decline the offer of a place within 2 weeks, ie by **15 March 2013** for 2013/14.
39. A further round of co-ordination will be undertaken by the LA between **1 and 24 April 2013** to include late applications made after **31 October 2012** and before **3 December 2012** with no approved exceptional circumstances and all late applications received after **3 December 2012** and before **1 March 2013**.
40. New applications received after **1 March 2013** will not be included in the reconciliation round in April but will be added to the waiting lists of individual schools in admission criteria order after 1 May 2013.
41. The results of Bromley round of any further offers will be notified to individual admission authorities in a timescale to be agreed.

1 May 2013

All maintained secondary schools to receive their acceptance lists. Waiting lists will continue to be maintained by Local Authority who will continue to offer places that become available in line with individual schools published admissions arrangements.

All refusals to be made to the Local Authority and parents who wish their child's name to be entered on a waiting list after Bromley date should contact the Local Authority.

Bromley LA will accept new applications from parent/carers who have not been included in the Co-ordinated scheme.

Bromley LA will allow new preferences to be added to CAF but will not accept preferences for Bromley schools that have been placed lower than the preference offered unless such schools are undersubscribed. Applicants will be able to re-apply after 1 September 2012.

42. Bromley LA will inform Admission Authorities promptly of all changes to their acceptance list between **1 May and 31 August 2013**. Bromley includes all offers; acceptances and refusals.
43. To ensure that any applicants do not receive multiple offers the LA will ensure that all admission authorities, including those out of borough, are notified promptly if multiple acceptances occur.

Waiting Lists

44. Bromley residents will be asked to indicate on the outcome letter reply slip whether they wish to remain on any higher preference school/s waiting list/s.
45. Out borough applicants will be required to confirm whether they wish to remain on any higher Bromley preference school/s waiting list/s.
46. Waiting lists will be maintained until **31 December 2013**.

Audit

47. The operation of Bromley scheme will be subject to local audit. Details of the frequency and nature of the audit to be agreed with Bromley admissions authorities.

Annex 1

Bromley Pan-London co-ordinated admissions scheme Timetable 2013-14

Friday 26 October 2012	Pan London Closing date for receipt of Common Application Form and On-line Applications
Wednesday 31 October 2012	Official closing Date
Wednesday 14 November 2012	Transfer of application data to Pan-London Register
1 December 2012	Last day for consideration of late applications with exceptional circumstances
Friday 14 December 2012	Final deadline for uploading information to Pan-London Register
After 16 December 2012	Full list of applicants to all own admission authority schools.
Monday 17 December 2012 – Wednesday 2 January 2013	application data checking exercise with neighbouring LA's
BY Friday 11 January 2013	Schools to provide the LA with electronic lists of applicants in criteria order
4 February 2013	First transfer file of potential offer information to Pan-London Register
15 February 2013	Last ALT file to Pan London Register
18 February – 22 February 2013	offer data checking exercise with neighbouring LA's
25 February 2013	Offer detail file to On-line
1 March 2013	National Offer Day
15 March 2013	Deadline for acceptance or rejection of offers
1 April up to 25 April 2013	Reconciliation of offers including late applications received before 1 March 2013
1 May 2013	Acceptance lists returned to Schools
1 May 2013 onwards	Co-ordination to continue to include new applications. Reconciliation of any returned offers to be re-allocated as they become available

**LONDON BOROUGH OF BROMLEY CO-ORDINATED PRIMARY SCHOOL
ADMISSIONS SCHEME 2013-2014**

Definitions used in the scheme

“the Academic Year”	The year in which the academic year commences
“the Application Year”	The academic year in which the parent makes an application, ie in relation to the academic year of entry, the year preceding it
“the Board”	The Pan-London Co-ordinated Admissions Executive Board, which has formulated the basic elements of the Scheme
“the Pan-London Register” (PLR)	The database which will transmit application and offer data between each LA’s Local Admissions System
“the Business User Guide (BUG)”	the document issued annually to participating LAs setting out the operational procedures of the Scheme
“the Common Application Form”	Bromley is the form that each LA must have under the Regulations for parents to use to make their applications, set out in rank order
“the London E Admissions Portal”	the common online application system used by the 33 London LAs and Surrey County Council
“the Equal Preference System”	The model whereby all preferences listed by parents on the Common Application Form are considered under the oversubscription criteria for each school without reference to parental rankings. Where a pupil is offered a place at more than one school within an LA, the rankings are used to determine the single offer by selecting the one ranked highest of the places offered
“the Home LA”	The LA in which the applicant/parent is resident
“the Local Admission System” (LAS)	The IT module for administering admissions in each LA and for determining the highest offer both within and between participating LA's
“the Maintaining LA”	The LA, other than Bromley LA, which maintains a school to which an applicant has applied
“the Mandatory Elements”	Those elements of the Scheme to which LA’s must subscribe in order to be considered as a ‘Participating Authority’ and to benefit from the Pan-London Register and related funding
“the Notification Letter”	The agreed form of letter sent by Bromley LA to applicants on the Prescribed Day which communicates any determination granting or refusing admission to a secondary school
“the Prescribed Day”	A date determined annually by the Board.
“the Pan-London Timetable”	The framework for processing of application data
“the Participating LA”	Any LA that has indicated in the Memorandum of Agreement that they are willing to incorporate, at a minimum, the mandatory elements of the Template LA Scheme presented here
“the Qualifying Scheme”	The scheme which each LA is required to formulate pursuant to Section 815B(1)(a) of the School Standards and Framework Act 1998 and the Regulations for co-ordinating arrangements for the admission of pupils to secondary schools

Applications

Applications will only be accepted from parent/guardians with proven parental responsibility. Change of parental responsibility, unless exceptional circumstances through a court order, will not be accepted during the co-ordinated admission process.

1. Applications from residents of Bromley LA will be made on the authority's Common Application Form or on-line through a link on the Bromley website at www.bromley.gov.uk.
2. This LA will take all reasonable steps to ensure that every parent/carer who is resident in this LA and has a child in a nursery class within a maintained school, either in this LA or any other maintaining LA, receives a copy of this LA's admissions booklet and Common Application Form, including details of how to apply online. The admissions booklet will also be available to parents/carers who do not live in this LA, and will include information on how they can access their home LA's Common Application Form.
3. The admission authorities within Bromley LA will not use supplementary forms except where the information available through the Common Application Form is insufficient for consideration of the application against the published admissions criteria.
4. Where supplementary forms are required they will be available, on request, from the schools concerned or from the Bromley website. Supplementary forms must advise parents that they must also complete their home LA's common application form and that the supplementary form alone does not constitute a valid application. Likewise, parents will be advised that where supplementary forms are required, completion of the common application form alone may affect the result of their application.
5. Where Bromley schools receive a supplementary form they will inform Bromley LA so that it can determine whether a common application form (in either the LA or a neighbouring LA) has been completed. Where applicable, supplementary forms must be returned directly to the relevant schools by the date requested (to be published separately by the relevant school/LA).
6. Applicants will be able to express a preference for 6 maintained primary schools within and/or outside the Home LA.
7. The order of preference given on the Common Application Form will not be revealed to a school within the area of Bromley LA in accordance with paragraph 1.76 of the School Admissions Code. However, where a parent resident in Bromley LA expresses a preference for schools in the area of another LA, the order of preference for that LA's schools will be revealed to that LA in order that it can determine the highest ranked preference in cases where an applicant is eligible for a place at more than one school in that LA's area.
8. Bromley LA undertakes to carry out the address verification process set out in its entry in the Business User Guide. This will in all cases include validation of resident applicants against this LA's maintained nursery and primary school data and the further investigation of any discrepancy. Where this LA is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA no later than **15 February 2013**.

9. Bromley LA will confirm the status of any resident child for whom it receives a Common Application Form stating s/he is a 'Child Looked After' and will provide evidence to the maintaining LA in respect of a preference for a school in its area by **1 February 2013**.
10. The closing date for applications is **Tuesday 15 January 2013**. All applications, either on the Common Application Form or on-line must be received by the Admission team in Bromley by this date
11. No changes to preferences will be permitted after the closing date of **Tuesday 15 January 2013**.
12. Bromley LA will accept late applications between **Wednesday 16 January 2013** and **Tuesday 12 February 2013** only if they are late for a good reason, deciding each case on its own merits.
13. Where such applications contain preferences for schools in other LAs, this LA will forward the details to maintaining LAs via the PLR as they are received. This LA will accept late applications which are considered to be on time within the terms of the home LA's scheme.

Processing

14. The LA will enter all preference details into the Local Admission System (LAS) and will upload data relating to applications for schools in other participating LA's to the PLR by **Friday 1 February 2013**. Supplementary information provided with the Common Application Form will be sent to maintaining LAs by the same date.
15. This LA will carry out all reasonable checks to ensure that pupil rankings are correctly held in its LAS before uploading data to the PLR.
16. This LA will accept late applications only if they are late for a good reason, deciding each case on its own merits. [If this recommendation is deemed inappropriate for this authority an alternative approach should be substituted]
17. Where such applications contain preferences for schools in other LAs, this LA will forward the details to maintaining LAs via the PLR as they are received. This LA will accept late applications which are considered to be on time within the terms of the home LA's scheme.
18. The latest date for the LA's upload of accepted late applications and address changes to the PLR is **15 February 2013**.
19. Where an applicant moves from one participating home LA to another after submitting an on-time application under the terms of the former home LA's scheme, the new home LA will accept the application as on-time up to **15 February 2013**, on the basis that an on-time application already exists within the Pan-London system.
20. Bromley LA will participate in the Pan London application data checking exercise scheduled between **18 February and 1 March 2013**.

21. From week beginning **Monday 18 February 2013** all preferences for schools within Bromley LA will be considered by the relevant admission authorities without reference to rank order in accordance with paragraphs 1.76 and 2.16 of the School Admissions Code.
22. Bromley maintained schools will provide the LA with a list of all applicants in criteria order by **Wednesday 27 February 2013**.
23. When the admission authorities within Bromley LA have provided a list of applicants in criteria order to Bromley LA, Bromley LA shall, for each applicant to its schools for whom more than one potential offer is available, use the highest ranked preference to decide which single potential offer to make
24. Bromley LA will carry out all reasonable checks to ensure that pupil rankings are correctly held in its LAS before uploading data to the PLR.
25. All participating LA's will upload the highest potential offer available to an out-borough applicant from their maintained schools to the PLR by **18 March 2013**. The PLR will then transmit the highest potential offer made by the Maintaining LA to the Home LA.
26. The LAS of Bromley LA will eliminate, as a Home LA, all but the highest ranked offer where an applicant has more than one potential offer across Maintaining LAs submitting information within deadline to the PLR. This will involve exchanges of preference outcomes between the LAS and the PLR (in accordance with the iterative timetable published in the Business User Guide) which will continue until notification that a steady state has been achieved, or until **22 March 2013** if this is sooner.
27. This LA will not make an additional offer between the end of the iterative process and **17 April 2013** which may impact on an offer being made by another participating LA.
28. Notwithstanding paragraph 24, if an error is identified within the allocation of places at one of this LA's schools, this LA will attempt to manually resolve the allocation to correct the error. Where this impacts on another LA (either as a home of maintaining LA) this LA will liaise with that LA to attempt to resolve the correct offer and any multiple offers which might occur. However, if another LA is unable to resolve a multiple offer, or the impact is too far reaching, this LA will accept that the applicant(s) affected might receive a multiple offer.
29. This LA will participate in the offer data checking exercise scheduled between **25 March and 11 April 2013** in the Pan-London timetable.
30. This LA will send a file to the E-Admissions portal with outcomes for all resident applicants who have applied online no later than **12 April 2013**.

Offers

31. Individual admission authorities will be notified by the LA of the pupils being offered places in their school during the week prior to offer day.
32. Admission authorities must not contact applicants about potential/provisional offers at any time during the process.

33. **On 17 April 2013**, this LA will send by first class post notification of the outcome to resident applicants.
34. This LA will ensure, so far as is reasonably practical, that each resident applicant who cannot be offered a preference expressed on the Common Application Form, receives the offer of an alternative school place at the nearest school with a place available, following consultation with individual schools.
35. This LA will inform all resident applicants of their highest offer of a school place and, where relevant, the reasons why higher preferences were not offered, whether they were for schools in the Home LA or in other participating LAs.
36. Each participating LA shall inform all applicants living in its area of their highest offer of a school place and, where relevant, a brief note of the reasons why higher preferences were not offered, whether they were for schools in the home LA or in other participating LA's. The notification letter will also indicate that applications placed lower in the preference list have been automatically withdrawn under the co-ordinated admissions arrangements. Parents will also be informed of their right to appeal and how to register their appeals.

Late Applications

37. Late applications received on or after **15 January 2013** will not normally be considered until after the initial offer date of **17 April 2013**. Late applications in exceptional circumstances (e.g., the death of a close family member; moving into the Authority) will be considered with the agreement of individual admission authorities up to **12 February 2013**. Documentary evidence will be required to support any late application request. All other applications received after **15 January 2013** will be considered as "late" and will not be considered until after Offer Day – **17 April 2013**. The latest date for acceptance of late applications for the reconciliation round of offers will be **17 April 2013**.

Change of Address

It is expected that the applicant and pupil will still be resident at the same address when the child starts school unless exceptional circumstances apply.

38. Any change of address between **15 January 2013** and **12 February 2013** will only be considered for the allocation process on **17 April 2013** (offer day) if sufficient documents are approved by the Admission team in agreement with schools. Change of addresses will only be accepted with complete verification that the new address is the intended family permanent residence.
39. Any change of address after **12 February 2013**, but before **17 April 2013**, that has been accepted by the Admission team will not be considered until the reconciliation after **5 May 2013**.

Post-offer

40. Parents must accept or decline the offer of a place within 2 weeks, i.e. by **2 May 2013**.
41. A further round of co-ordination (reconciliation round) will be undertaken by the LA during **May 2013** to include late applications made after **12 February 2013**, but before **17 April 2013**.

42. The reconciliation process will allocate returned offers to the next children on school waiting lists as places become available.
43. New applications received after **17 April 2013** will not be included in the first reconciliation round but will be added to the waiting lists of individual schools in admission criteria order.
44. The results of any further offers made in the reconciliation round will be notified to individual admission authorities in a timescale to be agreed.

19 May 2013

All maintained primary schools to receive their acceptance lists. Waiting lists will continue to be maintained by Local Authority who will continue to offer places that become available in line with individual schools published admissions arrangements.

All refusals to be made to the Local Authority and parents who wish their child's name to be entered on a waiting list after Bromley date should contact the Local Authority.

Bromley LA will accept new applications from parent/carers who have not been included in the Co-ordinated scheme.

Bromley LA will allow new preferences to be added to CAF but will not accept preferences for schools that have been placed lower than the preference offered.

Applicants will be able to re-apply after **1 September 2013** as an In year application.

45. Bromley LA will inform Admission Authorities promptly of all changes to their acceptance list between **19 May and 31 August 2012**.
46. To ensure that any applicants do not receive multiple offers the LA will ensure that all admission authorities, including those out of borough, are notified promptly if multiple acceptances occur.

Waiting Lists

47. Bromley residents will be asked to indicate on the outcome letter reply slip whether they wish to remain on any higher preference school/s waiting list/s.
48. Out borough applicants will be required to confirm whether they wish to remain on any higher Bromley preference school/s waiting list/s.
49. Waiting lists will be maintained until 31 December 2013.

September 2012

50. New applications will be accepted for admission to reception through the "In Year" Admission scheme as detailed in Appendix 1 of London Borough of Bromley 2012/13 Admission Arrangements

Audit

51. The operation of Bromley scheme will be subject to local audit. Details of the frequency and nature of the audit to be agreed with Bromley admissions authorities.

Annex 1

Bromley Pan-London co-ordinated admissions scheme Timetable 2013/14

Tue 15 January 2013	Closing date for receipt of Common Application Form and On-line Applications
Fri 1 February 2013	Transfer of application data to Pan-London Register
Tues 12 February 2013	Last day for consideration of late applications with exceptional circumstances
Fri 15 February 2013	Transfer of late application data to Pan-London Register
Week beginning 18 February 2013	Full list of applicants to all own admission authority schools.
18 February and 22 February 2013	Application checking exercise through PLR
27 February 2013	Final deadline for schools to return to LA pupils in criteria order
Between 18 and 22 March 2013	Transfer of offers through PLR
Between 25 March and 11 April 2013	Offer checking exercise through PLR
12 April 2013	Offer detail file to On-line
17 April 2013	LA to send offers by 1st class post to resident applicants
2 May 2013	Deadline for acceptance or rejection of offers
During May 2013	Reconciliation of offers including late applications received before 17 April 2013
19 May 2013	Acceptance lists returned to Schools
19 May 2013 onwards	Co-ordination to continue to include new applications. Reconciliation of any returned offers to be re-allocated as they become available

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Report No.
DCYP12042

London Borough of Bromley

PART 1 - PUBLIC

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

Date: **For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012**

Decision Type: Non-Urgent Executive Non-Key

TITLE: WEEKEND AND HOLIDAY SHORT BREAK PROVISION FOR DISABLED CHILDREN AND YOUNG PEOPLE: GATEWAY REVIEW

Contact Officer: Hilary Rogers, Service Manager (Joint Commissioning)
Tel: 020 8776 3172 E-mail: hilary.rogers@bromley.gov.uk

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

Ward: All

1. Reason for report

- 1.1 Bromley Local Authority has been providing weekend and holiday Short Breaks provision for disabled children and young people since April 2010 via Riverside School, a Bromley maintained special school. This report informs the Children and Young People (CYP) Portfolio Holder and the CYP Policy & Development Scrutiny Committee of the outcomes of a Gateway Review conducted into the ongoing delivery of this provision.
 - 1.2 The Short Breaks provision forms an integral element of the Bromley CYP Disability Strategy and provides a preventative service aimed at ensuring disabled children remain within their family homes.
-

2. **RECOMMENDATION(S)**

- 2.1 **The CYP Policy Development and Scrutiny Committee is asked to consider and comment on the recommended decision to continue to commission the majority of Short Breaks provision from Riverside School via an internal Service Level Agreement.**
- 2.2 **The CYP Portfolio Holder is asked to endorse the recommended decision to continue to commission the majority of Short Breaks provision from Riverside School via an internal Service Level Agreement.**

Corporate Policy

1. Policy Status: Existing policy: Short Breaks Statement 2011/12
Aiming High for Disabled Children
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: £248,406 per annum
 2. Ongoing costs: £248,406 in 2013/2014 (subject to available funding) with Gateway review to be completed for future delivery in 2014/2015
 3. Budget head/performance centre: Special Educational Needs & Disability, A&I
 4. Total current budget for this head: £248,406
 5. Source of funding: Existing budget provision
-

Staff

1. Number of staff (current and additional) – 53 staff are currently employed for service delivery.
 2. If from existing staff resources, number of staff hours – A number of staff are already employed by Riverside School and undertake this work in addition to their school hours, the remainder of the staff are employed on a casual bank basis for the purpose of delivery of this provision only
-

Legal

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

Customer Impact

1. Estimated number of users/beneficiaries (current and projected) - Approximately 150 disabled children and young people (5-18) currently use this service. It is expected that this will increase to approximately 170 during 2012/13
-

Ward Councillor Views

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

3. COMMENTARY

Background

- 3.1 Since 1 April 2011 the Local Authority has had a legal duty to provide Short Breaks to those assessed as being eligible for such provision, and the duty extends to the Local Authority providing an appropriate and relevant range and choice of short break services as deemed necessary by way of consultation with stakeholders, including service users.
- 3.2 An appropriate level (appropriate to individual needs) of Short Breaks acts as a preventative mechanism to support disabled children and young people to remain in their family homes, within their local community and to enjoy their education within maintained Bromley schools. Failure to provide this support can lead to costly alternative measures, often requiring children to be placed in full time care, with a current average cost of this type of placement being £208,000 per child. The provision of this service effectively offers cost avoidance in respect of increases in Out of Borough placements.

Short Breaks Provision 2010/2011 to 2011/2012

- 3.3 The majority of weekend and holiday short breaks provision is currently delivered by Riverside School on behalf of the London Borough of Bromley, via an internal Service Level Agreement. Riverside School is a Local Authority maintained special school, judged as 'Good' by Ofsted.
- 3.4 Bromley, in common with other Local Authorities, received a government grant for the delivery of Short Breaks for disabled children and young people for the period 2009/10 and 2010/2011 – the Aiming High for Disabled Children Grant. Following receipt of the grant (the majority of which was released for 2010/2011) and extensive consultation with parents of disabled children and young people, and the children and young people themselves, Bromley invited providers to submit tenders for the delivery of Short Breaks provision in Autumn/Winter 2010. Only two proposals were received, including a proposal from the Riverside School. In April 2010, Riverside was commissioned to deliver Short Breaks provision, funded at £248k per annum, having been evaluated as the most economically advantageous proposal, with the ability to deliver provision to the maximum amount of service users within the available budget. In March 2011, the CYP Portfolio Holder approved an extension the Service Level Agreement for a further twelve months.
- 3.5 Riverside School provides short breaks to disabled children and young people aged 5 to 18. This service caters for those with the most complex needs including: autism with challenging behaviour; complex and severe learning disabilities; complex and severe physical disabilities; and medical disabilities. Service users typically attend the Borough's special schools and maintained schools and other Special Educational Needs provision both in and out of the borough.
- 3.6 In addition to the Short Breaks provision provided by Riverside School, a range of additional Short Breaks provision is commissioned through local voluntary sector providers and from other sources. In 2011/2012, this included provision offered by CASPA, the Petts Wood Play Group and Chucklebox with a total of £71k of funding. Small grants were also available to local voluntary sector providers for one off projects and initiatives. Other Short Breaks provision is provided through direct payments to children and families; through accessing provision at the Hollybank; through the LBB Outreach Service and through the Childminding Network facilitated by Bromley Mencap.

- 3.7 Short Breaks provision was delivered to more than 400 children and young people in 2010/2011, increasing to 450 in 2011/2012. This is a 180% increase in children and young people and their families accessing Short Breaks provision compared to the baseline of 250 prior to the introduction of the Aiming High for Disabled Children strategy in 2009.

Riverside School – Current Service Delivery and Performance

- 3.8 The Short Breaks service provided at Riverside School consists of a group provision which typically provides for up to 60 attendees at each session. There are 70 contracted sessions (days) covering Saturdays and school holidays, with each session providing 6 hours of Short Break provision. 150 children and young people access the provision, aged from 5 to 18. Each child will receive 18 days of provision per annum on average while those with the most complex needs may receive up to a maximum of 70 days.
- 3.9 Of the children accessing the Riverside Short Breaks provision, 31% are assessed as having a low level of need; 50% are assessed as having medium level of need; and 19% are assessed as having high and complex needs with the Short Breaks provision contributing to an overall package of care which seeks to prevent the child or young person needing to be accommodated by the Local Authority.
- 3.10 The sessions are staffed at appropriate ratios to ensure that the needs of all users can be met. Staffing ratios are typically either 1:1 or 1:2. However, some users require 2:1, i.e. 2 adults to one child). The increase in complexity of need of many service users requires the high staffing ratio to service user.
- 3.11 The current unit cost is £59.14 per session per attendee, equating to an hourly rate of £9.86. This compares well with the average cost of individual support workers for disabled children and young people at up to £20 per hour. For children with complex needs requiring a staffing ratio of 2:1, individual support workers would cost £40 per hour (or £240 for an equivalent six hour session) compared with the £59.14 per session delivered by the Short Breaks Riverside provision. The costs of the Riverside provision have also been benchmarked against other local authorities, demonstrating that the cost of Riverside provision is significantly lower than the market average.
- 3.12 The current unit cost is approximately £60 per session per attendee, equating to an hourly rate of £10. This figure is derived by taking the actual cost divided by the numbers of users at each of the 70 sessions. This compares with the average cost of individual support workers being up to £20 per hour. In the case of children requiring 2:1 level of care this provision affords excellent value for money as these children would typically cost £40 per hour for agency outreach support, i.e. £240 over the same 6 hour period.
- 3.13 The recognised outcomes for the lower end users is that parents/ carers have a substantial break from their caring responsibilities whilst ensuring the service user has an enjoyable experience. The outcomes for the highest end users are that the provision serves as part of a complex care plan enabling disabled children and young people to remain within their family home, avoiding family breakdown the need to take a child into care.
- 3.14 Bromley's Disabled Young Advisers Group carried out an evaluation of the Riverside Short Breaks provision in July/August 2011 and rated the provision very highly, judging it to meet the needs of service users more than adequately. It was rated as 'highly valued' by parents and carers.

- 3.15 The Joint Disability Service has also invested capital funding (through external capital funding) for resources linked to the delivery of the provision. A new 'Eco Lodge' at Riverside School is providing additional accommodation for older children with ASD to access the provision, which reduces some need for cross borough travel to the Orpington site.

Commissioning Weekend & Holiday Short Breaks Provision for 2012/2013

- 3.16 The current internal Service Level Agreement with the Riverside School ends on 31 March 2012. **It is proposed that the Local Authority continues to commission Short Breaks provision from Riverside School via an internal Service Level Agreement.**
- 3.17 The length of the proposed Service Level Agreement is one year with an option to extend for a further year subject to ongoing availability of funding. A further Gateway review will be conducted in 2013/2014 to market test the provision.
- 3.18 Approval for the commissioning of in-house provision via an internal Service Level Agreement is delegated to the Director CYP, subject to pre-decision scrutiny from the CYP Portfolio Holder and CYP Policy & Development Scrutiny Committee.
- 3.19 The key rationale, following consultation with Corporate Procurement, for continuing to commission weekend and holiday Short Breaks provision via an in-house Service Level Agreement with Riverside Schools include:
- (i) The service was market tested in 2010 by going out to tender for the provision with no suitable providers coming forward that met the capacity and volume requirements other than Riverside. The other bidder for the provision at that time was Bromley Family Link who have now substantially reduced the capacity of its provision and it is unlikely that it could currently provide for the diverse range of need that this service requires.
 - (ii) As part of the market testing discussions have taken place with other special schools in the borough in relation to the provision of Short Breaks, but at this time no other school has expressed an interest in delivery.
 - (iii) There is no local alternative provider to Riverside School whose staff would have the knowledge and experience of providing for the diverse range of needs that this provision requires or who could provide a sufficiently well resourced venue within the borough that could provide the capacity and meet the diverse needs of the users currently accessing this provision. The provision maximises the use of school specialist resources for a number of Bromley's young, disabled residents.
 - (iv) The Riverside School Saturday and Holiday Play Scheme is supported by school staff, the school's senior management team and school governors to deliver the provision. A number of general Riverside School staff delivers the provision alongside dedicated staff. There are likely to be significant TUPE implications should the provision transfer to another provider.
 - (v) Service users, particularly those on the autistic spectrum, value consistency in their environment which can be maintained through ongoing delivery via Riverside School.
 - (vi) There will be additional grant funding and other contracted provision for Short Breaks in 2012/2013 that will allow other potential providers of Short Breaks, including the local voluntary sector and/or small/medium enterprises to delivery Short Breaks provision.
 - (vii) The Council is currently considering increasing the level of school provision within the Borough to maintain more 'in borough' school placements and this provision will compliment that policy.

4. POLICY IMPLICATIONS

- 4.1 Since 1 April 2011 the Local Authority has had a legal duty to provide Short Breaks to those assessed as being eligible for such provision, and the duty extends to the Local Authority providing an appropriate and relevant range and choice of Short Break services as deemed necessary by way of consultation with stakeholders, including service users.
- 4.2 This provision contributes to the current focus on disabled young people's transition to adult services (CYP Plan 2012/15) Building Better Futures for All - enhancing independence opportunities for service users. There is a programme under way to explore whether some of the more able young people who currently attend the provision may, in due course, be employed themselves in a caring capacity within the provision.
- 4.3 CYP (SEN & Disability Service) is currently auditing the number of disabled children and young people who are accessing Out of Borough services – particularly those attending residential schools, with a view to increasing in borough school provision which in turn is intended to reduce out of borough education expenditure. This programme will be most effective if parents/carers are satisfied that they will be offered a relevant level of Short Break should they relinquish a residential placement.
- 4.4 This provision is also Ofsted registered for the purpose of 'childcare' provision due to the age of the attendees and the duration of the sessions. This data is used in the assessment of the Council's duty to ensure Childcare Sufficiency specifically related to disabled children.

5. FINANCIAL IMPLICATIONS

- 5.1 Funding for 2012/13 is available through existing budget provision.
- 5.2 An extension to the Service Level Agreement could be activated for 2013/2014 should the Authority determine that there is a continuing need for the provision and that funding is available.

6. LEGAL IMPLICATIONS

- 6.1 The Local Authority has a legal duty to provide Short Breaks to those assessed as being eligible for such provision, and the duty extends to the Local Authority providing an appropriate and relevant range and choice of Short Break services as deemed necessary by way of consultation with stakeholders, including service users

7. PERSONNEL IMPLICATIONS

- 7.1 Staff delivering this provision are currently employed by Riverside School which is a local authority maintained special school. The staffing complement is mixed consisting of permanent and temporary employees and casual workers.
- 7.2 In the event that the contract to provide the service is extended permanent and temporary staff will continue to accrue employment rights including eligibility for a redundancy payment and potential early release of pension benefits in the event that the requirement for them to undertake this provision or funding to support the provision ceases.
- 7.3 All staff employed by the school including those employed to deliver the short breaks respite service are subject to pre engagement vetting. The school is also aware of and compliant with legislative requirements relating to part-time workers and equality of treatment.

- 7.4 In the event that the provision transfers to another provider at the end of the contract the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) may apply to the employees currently engaged to provide the service. In this event the Governing Body and Local Authority would jointly commence formal consultation with staff, their representatives and the new provider to ensure that they are fully informed and consulted on the decision to transfer the undertaking and on the implications for their employment including any measures that the new provider might be considering in relation to the transfer.

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	None

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Report No.
DCYP12040

London Borough of Bromley

PART ONE - PUBLIC

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

Date: 20 March 2012

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

Title: **DEPARTMENT FOR COMMUNITIES AND LOCAL
GOVERNMENT INITIATIVE: TACKLING TROUBLED FAMILIES**

Contact Officer: Kay Weiss, Assistant Director (Safeguarding and Social Care)
Tel: 020 8313 4062 E-mail: kay.weiss@bromley.gov.uk
Mark Thorn, Head of Referral and Assessment
Tel: 020 8461 7578 E-mail: mark.thorn@bromley.gov.uk

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

Ward: Boroughwide

1. Reason for report

- 1.1 This report describes the Government Programme 'Tackling Troubled Families' and sets out a timetable for developing a London Borough of Bromley project plan and business case for submission to the Department for Communities and Local Government (DCLG).
-

2. **RECOMMENDATION(S)**

2.1 **The CYP Policy Development and Scrutiny Committee is asked to:**

- (i) **consider and comment on the content of the report.**

Corporate Policy

1. Policy Status: Not Applicable
 2. BBB Priority: Children and Young People
-

Financial

1. Cost of proposal: To be determined
 2. Ongoing costs: To be determined
 3. Budget head/performance centre: Not Applicable
 4. Total current budget for this head: Not Applicable
 5. Source of funding: Potential 40% match funding from the Department of Communities and Local Government (DCLG) on a payment by results basis.
-

Staff

1. Number of staff (current and additional): To be determined
 2. If from existing staff resources, number of staff hours: To be determined
-

Legal

1. Legal Requirement: None
 2. Call-in: Not Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 490 families
-

Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

3. COMMENTARY

Troubled Families Programme

- 3.1 Work with troubled families has become an increasingly important issue for councils and government. Following an internal government review, the Prime Minister set up a new Troubled Families Unit in November 2011, based in the Department for Communities and Local Government (DCLG). It has been tasked with implementing a strategy to turn around the lives of the most troubled families by 2015. The unit is required to work with local councils to *“maintain and wherever possible build upon the momentum already gained”*.¹ The DCLG contacted by letter, Local Authorities’ Chief Executives in December 2011 setting out the purpose and terms of this initiative.
- 3.2 The Government defines a ‘troubled family’ as one that:
- “has serious problems - including parents not working, mental health problems, and children not in school - and causes serious problems, such as crime and anti-social behaviour. All of which costs local services a lot of time and money routinely responding to these problems”*.
- 3.3 The DCLG has used specific benchmark criteria which illustrate a ‘Troubled Family’, and in estimating numbers, a family would need to be experiencing at least **five** of the following **seven** characteristics:
- no one in the family is in work;
 - living in poor or overcrowded housing;
 - no parent has any qualifications;
 - mother has mental health problems;
 - at least one parent has a longstanding illness, disability or infirmity;
 - a low income; and
 - an inability to afford a number of food, clothing items.
- 3.4 The Government used previous Family and Children Survey data to identify the numbers of troubled families per local authority. That survey estimated that in England there are 120,000 families facing multiple problems. These estimates have been calculated using population data and indices of deprivation and child well-being. Using this methodology, London has a total of 21,660 (18.5%) of the 117,015 families identified. The full breakdown by borough, provided by the DCLG, is attached as **Appendix 1**.²
- 3.5 The DCLG are indicating that Bromley has **490 families** who fulfil the criteria applied through their analysis of data.
- 3.6 Turning troubled families around is defined as:
- getting children back into the classroom and not wandering the streets
 - getting parents on to a work programme to stop them from committing crime
 - reducing the high costs to the tax-payer.

¹ Letter to Councils’ Chief Executives (17.11.11)

² Extract from report to Association of London Directors of Children’s Services (23.01.12)

- 3.7 The Government's estimates indicate that £9 billion is being spent annually on the 120,000 most troubled families (based on Government data collected in October and November 2011). A large proportion of this money is being spent on taking children into care (fostering, residential care, adoption and the cost of social workers) and also the significant criminal justice costs of children and adults committing crime. The £9 billion also includes eviction costs and benefit payments, the cost of drug and alcohol dependency, specialist schooling (eg excluded pupils in Pupil Referral Units) and health costs.

How will the programme work?

- 3.8 The announcements from Government and DCLG suggest a step change in the way Government and Councils address issues for troubled families. Councils have been asked to identify actual families based on factors such as truancy, anti-social behaviour and costs of intervention to public services.
- 3.9 The programme will run primarily on a payment-by-result basis to incentivise local authorities and key partner agencies to take action to turn around the lives of troubled families in their area by 2015. The Government will offer to pay up to 40% of local authorities' costs of dealing with these families (Payment-by-Results model), payable only when they and their partner agencies achieve evidenced success with families.
- 3.10 The Government will also fund a national network of troubled family 'Trouble-shooters' in each local council to co-ordinate and oversee the programme of action in their area.

Grant Funding

- 3.11 In December 2011, it was announced **that £448 million** will be made available over the next 3 years, 2012/13 – 2014/15, together with contributions from 6 Whitehall Departments including: the Department for Communities and Local Government, the Department for Education; the Department of Health; the Department for Work & Pensions, the Home Office; the Ministry of Justice. Each made a contribution to the programme by reprioritising their departmental spend.
- 3.12 This £448m grant is to be spent in 3 main ways:
- (i) funding for Councils of a £100k per year to employ new 'co-ordinators' or 'trouble shooters' who will be responsible for co-ordinating the programme at local level for 3 years;
 - (ii) funding for Councils, at the rate of £20k for the transition period until the 2012/13 financial year, to undertake preparatory work, identify the troubled families in their areas and prepare action plans;
 - (iii) funding 40% of the estimated cost of the intervention action plan with the troubled families in each area; the majority of this money to be paid as 'results' payments in return for outcomes delivered. Local Authorities are expected to match fund 60%.
- 3.13 Councils interested in participating have to, by the end of March 2012: recruit a Co-ordinator/ Trouble Shooter, identify 60% of that match funding, draw up an action plan and identify all the troubled families in their area that they intend to work with.

- 3.14 Details of how the bulk of the central funding will be distributed and the outcome measures for match funding payments have not yet been announced. It is understood there will be an average of £4,000 per family if all the payment by results criteria are met. Potentially £196,000 match funding over a 3 year period. It is also understood the Council portion of match funding does not have to be new money providing the scheme can show it is utilising resources more effectively.

ESF Families with Multiple Problems

- 3.15 The Department of Work and Pensions (DWP) initiated a new back to employment scheme in August 2011 called ESF Families with Multiple Problems. This scheme is funded by the European Social Fund to target families in long-term unemployment. Families in this scheme may comprise entirely of adults in addition to families with children and the key focus of the scheme is to progress the unemployed nearer to employment. The work is delivered through sub-contractors at a local level within Bromley. The Council’s Employment and Skills Team, leads on signposting families needing employment support to the sub-contractor who do the work. Reed in Partnership are the Prime Contractors for East London, which includes Bromley. Reed have sub-contracted to Amicas Horizon, a registered social landlord to do the work. The contract value is £250k over three years. The scheme only allows for referrals to the scheme to be made by the Local Authority.
- 3.16 It is anticipated that the ESF Families with Multiple Problems scheme will provide the employment support element to families within the Tackling Troubled Families Programme.

Timetable for developing a programme plan and business case for submission to the DCLG

- 3.17 An expression of interest has been made to the DCLG with a request to draw down £20k preparatory funding for 2011/12.
- 3.18 Clearly these two programmes represent a multi-agency, partnership agenda. The new Borough Officers Group, chaired by the Chief Executive and involving the senior lead officers from Health, the Police, Fire Brigade, Community Links and LBB Chief Officers discussed these initiatives on 1 February to determine a direction and timetable for taking forward both the existing Families with Multiple Problems and Tackling Troubled Families initiatives. An officer group has been drawn together to develop a potential strategy for consideration by Members.
- 3.19 A meeting with Interface Associates, a consultancy agency employed by the DCLG to support Local Authorities, took place on 22 February 2012. Interface Associates were unable to clarify details around the funding arrangements or payment by results measures at this stage. The Government is expected to announce detailed criteria in mid to late March.
- 3.20 An outline programme plan and business case is currently being developed for LBB to meet the 30 March timescales for submission to the DCLG.
- 3.21 A cross-agency working group chaired by the Head of Referral and Assessment, Children and Young People Services, is meeting to develop project options and costs to inform the business case.
- 3.22 Recommendations from this group will return to a further cross-agency stakeholder meeting in late March before finalising recommendations for Member approval.

Non-Applicable Sections:	Policy, Financial, Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	

London Borough breakdown of the number of identified 'troubled families'

Source CLG Website

Local Authority Name	Estimated No. of families with multiple problems
Barking and Dagenham	645
Barnet	705
Bexley	400
Brent	810
Bromley	490
Camden	755
City of London	25
Croydon	785
Ealing	880
Enfield	775
Greenwich	790
Hackney	1,000
Hammersmith and Fulham	540
Haringey	850
Harrow	395
Havering	415
Hillingdon	555
Hounslow	585
Islington	815
Kensington and Chelsea	400
Kingston upon Thames	225
Lambeth	1,080
Lewisham	910
Merton	370
Newham	985
Redbridge	550
Richmond upon Thames	190
Southwark	1,085
Sutton	320
Tower Hamlets	1,120
Waltham Forest	760
Wandsworth	660
Westminster	790

Report No.
DCYP12045

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children and Young People Portfolio Holder

Date: For Pre-Decision Scrutiny by the Children and Young People PDS Committee on 20 March 2012

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

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

Ward: All

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: Not Applicable:
 2. BBB Priority: Children and Young People: Further Details
-

Financial

1. Cost of proposal: No Cost:
 2. Ongoing costs: Not Applicable:
 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: Non-Statutory - Government Guidance:
 2. Call-in: 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? Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

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 briefings 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**.

Non-Applicable Sections:	Policy, Financial, Legal and Personnel Implications
Background Documents: (Access via Contact Officer)	<ul style="list-style-type: none">• Review of the Operation of Policy Development and Scrutiny Arrangements in Bromley – April 2005• Scrutiny Toolkit – April 2006• Report 'PDS Working Practices' – 17/5/07 Executive and Resources PDS Committee.• Minute 5 – Executive and Resources PDS Committee, 17/05/07• Minute 58 - CYP PDS 8/10/08• 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).

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

CYP PDS – 20/3/12	
Subject:	
Items for Pre-Decision Scrutiny	
(1)	Youth Offending Team – Core Case Inspection of Youth Offending Work by HMI of Probation (KW/PK)
(2)	Membership of School Governing Bodies (JH)
(3)	Instruments of Government: Marian Vian Primary School ((JH)
(4)	An Update on the Recent Government Reform Developments including The Academy Programme (GP)
(5)	CYP Budget Monitoring Report 2011/12 (DB)
(6)	Standards of Attainment in Bromley Schools 2011 (BG)
(7)	Annual Report of the CYP PDS Committee (Cllr Wells)
(8)	The School Funding Settlement for 2012-13 – Dedicated Schools Grant (DB)
(9)	Asset Management Planning: CYP Capital Programme (Rob Bollen)
(10)	Scrutiny of the CYP Partnership Board Agenda (MW)
(11)	Asset Management Planning – Post Completion Review Reports (Rob Bollen)
(12)	Children and Family Centres: Proposals for the Future Use of the Centres (KW)
(13)	Department for Communities and Local Government Initiative: Tackling Troubled Families (KW)
(14)	Basic Need Programme Update Report 3 (RB/MB)
(15)	Admissions Arrangements 2013-2014 (MB)
Policy Development and Other Items	
(16)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
(17)	Weekend and Holiday Short Break Provision for Disabled Children and Young People: Gateway Report (Hilary Rogers)
Information Items	
(18)	CYP Invest to Save Bids - Update (DB/KW/BG)
(19)	Permanent Exclusions from Bromley Secondary Schools (MB)
Part 2 Items	
None	

Draft Programme of Committee Meetings – 2012/13	
The draft programme of Committee meetings for the Council Year 2012/13 will be submitted to General Purposes and Licensing Committee on 14/3/12 for approval. The provisional dates for the CYP PDS Committee are as follows:	
	12 June 2012
	11 September 2012
	06 November 2012
	17 January 2013
	19 March 2013

CYP PDS – 12/6/12 (TBC)	
Subject:	
Portfolio Holder Presentations and Decisions	
(1)	Performance Monitoring: 4th Quarter (AR-C)
Items for Pre-Decision Scrutiny	
(2)	Membership of School Governing Bodies (JH)
(3)	An Update on the Recent Government Reform Developments including The Academy Programme (GP)
(4)	CYP Budget Monitoring Report 2011/12
(5)	CYP Portfolio Plan 2011/12: Review of Progress (TW)
(6)	Update on the Performance and Development of the Bromley Duke of Edinburgh Awards Programme (PK)
(7)	Commissioning Intentions for 2012/13 (LD)
(8)	Draft Children’s Strategy for 2012-15: Final Version for Endorsement (MW)
(9)	Scrutiny of the CYP Partnership Board Agenda (MW)
(10)	Examination of Foundation Stage Profiles in Early Years Settings (AR-C)
(11)	CYP Final Accounts 2011/12
(12)	Spending by Primary, Secondary and Special Schools in 2011/12
Policy Development and Other Items	
(13)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
Information Items	
To be agreed	
Part 2 Items	
(14)	Bromley Youth Music Trust: Contract Review (PK)

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CYP PDS – 11/9/12 (TBC)	
Subject:	
Portfolio Holder Presentations and Decisions	
(1)	Performance Monitoring: 1st Quarter (AR-C)
Items for Pre-Decision Scrutiny	
(2)	Membership of School Governing Bodies (JH)
(3)	An Update on the Recent Government Reform Developments including The Academy Programme (GP)
(4)	CYP Budget Monitoring Report 2012/13
Policy Development and Other Items	
(5)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
Information Items	
(6)	Bromley Safeguarding Children Board, 2011/12: Annual Report
(7)	Annual Update Report on Bromley Youth Offending Team Partnership 2011/12
(8)	Annual Report on Adoption Activity 2011/12
Part 2 Items	
None	

CYP PDS – 6/11/12 (TBC)	
Subject:	
Portfolio Holder Presentations and Decisions	
(1)	Performance Monitoring: 2 nd Quarter (AR-C)
Items for Pre-Decision Scrutiny	
(2)	Membership of School Governing Bodies (JH)
(3)	An Update on the Recent Government Reform Developments including The Academy Programme (GP)
(4)	CYP Budget Monitoring Report 2012/13
(5)	School Admissions Policy: Consultation
Policy Development and Other Items	
(6)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
Information Items	
To be agreed.	
Part 2 Items	
None	

CYP PDS – 17/1/13 (TBC)	
Subject:	
Portfolio Holder Presentations and Decisions	
(1)	Performance Monitoring: 3rd Quarter (AR-C)
Items for Pre-Decision Scrutiny	
(2)	Membership of School Governing Bodies (JH)
(3)	An Update on the Recent Government Reform Developments including The Academy Programme (GP)
(4)	CYP Budget Monitoring Report 2012/13
(5)	The School Funding Settlement for 2012/13, the Pupil Premium and Dedicated Schools' Grant: Authorisation to Consult on the DSG
(6)	Draft 2013/14 Budget
Policy Development and Other Items	
(7)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
Information Items	
To be agreed.	
Part 2 Items	
None	

CYP PDS – 19/3/13 (TBC)	
Subject:	
Items for Pre-Decision Scrutiny	
(1)	Membership of School Governing Bodies (JH)
(2)	An Update on the Recent Government Reform Developments including The Academy Programme (GP)
(3)	CYP Budget Monitoring Report 2012/13
(4)	Dedicated Schools' Grant: Consultation Outcomes
(5)	Standards of Attainment in Bromley Schools 2012
(6)	Asset Management Planning: CYP Capital Programme (Property)
(7)	Annual Report of the CYP PDS Committee 2012/13
(8)	School Admissions Policy: Consultation Outcomes and Determination of Policy
Policy Development and Other Items	
(9)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
Information Items	
To be agreed.	
Part 2 Items	
None	

CYP PDS – June 2013 (Date to be Decided)	
Subject:	
Portfolio Holder Presentations and Decisions	
(1)	Performance Monitoring: 4th Quarter (AR-C)
Items for Pre-Decision Scrutiny	
(2)	Membership of School Governing Bodies (JH)
(3)	An Update on the Recent Government Reform Developments including The Academy Programme (GP)
(4)	CYP Budget Monitoring Report 2013/14
(5)	Portfolio Plan: Annual Review
Policy Development and Other Items	
(6)	CYP Work Programme – Future Items for the CYP PDS Committee (KG)
Information Items	
To be agreed.	
Part 2 Items	
None	



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 20 March 2012

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 (30 August 2012)

No.	Details of Service and Award of Contract	Indicative Contract Value	Timescales	Procurement Method
Learning & Achievement				
1.1	<p>Software Licences</p> <p>The Schools Information Management System (SIMS) is the management information system in use across schools in Bromley (and nationally) and in the LA. To operate the system requires a licence, purchased annually from Capita Business Services Ltd. The LA bulk purchases the licence on behalf of schools (at a cheaper rate than individual licence purchases), re-charging schools in full for the cost.</p>	<p>The annual value for licence renewal for the LA and on behalf of schools is £85,000.</p> <p>This figure is recovered in full from re-charging schools.</p>	<p>The annual renewal covers the period 01/04/2012 to 31/03/2013.</p>	<p>The annual renewal was authorised as an exemption with approval from the Director CYP, the Director of Resources and the Finance Director.</p>
1.2	<p>Catering at Education Development Centre</p> <p>Catering service for staff and attendee's at the Education Development Centre. This contract is awarded to Principals Catering via an extension to the current contract.</p>	<p>The contract has a notional value of £53,000 (made up from estimated income from catering sales, with a maximum fixed cost contribution of £5,454 from the LA).</p> <p>With the extension, the contract has an estimated whole life value of £107,000.</p>	<p>The contract commenced on 1 April 2011. It has been extended to 31 March 2013.</p>	<p>The extension was authorised by the Director CYP, the Director of Resources and the Finance Director. Final approval was given the by the CYP Portfolio Holder via the CYP PDS meeting of 21 February 2012.</p>

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No.	Details of Service and Award of Contract	Indicative Contract Value	Timescales	Procurement Method
1.3	<p>IT Support at Education Development Centre</p> <p>Full time IT Technician support for all hardware, software and network requirements. This contract is awarded to Structured Network Solutions UK Ltd via an extension to the current contract.</p>	<p>The contract has an annual value for 2012/2013 of £27,040.</p> <p>The whole life value is £60,820.</p>	<p>The contract commenced on 1 April 2011. It has been extended to 31 March 2013.</p>	<p>The extension was authorised by the Director CYP, the Director of Resources and the Finance Director. This followed consultation with Corporate Procurement and Corporate IT as to whether the EDC needs could be met through the main corporate IT contract held with Capita.</p>
Specialist Support & Disability Service				
1.4	<p>Speech and Language Provision in Schools</p> <p>The service provides Speech and Language Therapy and Occupational Therapy across Bromley Schools.</p> <p>The service is provided by Bromley Healthcare Community Interest Company Ltd via an exemption.</p>	<p>An existing contract was in place with Bromley Healthcare with an annual value of £228K.</p> <p>The value of the exemption for 2012/2013 is £80,943.</p>	<p>The existing contract will expire on 31 March 2012. An exemption to continue the contract has been put in place covering the period 1 April 2012 to 31 July 2012.</p>	<p>The exemption was authorised by the Director CYP, the Director of Resources and the Finance Director.</p> <p>The exemption was put in place to allow time for an open and competitive tendering exercise to take place for provision from 1 September 2012 onwards. The procurement strategy is currently being reviewed by a project group – an extension to the current contract may be considered if there is insufficient time to complete a tendering exercise within the current timeframe.</p>

SECTION 2:

**Current Status of Contracts Ending Within the Next Six Months
(before 30 August 2012)**

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
Children and Young People Senior Management Team				
2.1	<p>Provision of Interim Assistant Director for Education</p> <p>This service provides a resource for the post of Interim Assistant Director for Education within Children and Young People Services. The service is provided by Gatenby Sanderson.</p>	<p>The current 2011/2012 value of the contract is £93,777.</p>	<p>The current contract commenced 31 August 2011 and is due to expire on 30 July 2012.</p>	<p>An extension to the contract to the end of July 2012 has been proposed and was discussed at CYP PDS on 21 February 2012. A decision is pending.</p>
Learning & Achievement				
2.2	<p>'14-16' flexible provision</p> <p>This service provides alternative curriculum provision on behalf of schools. The service is funded by schools with the LA managing contract arrangements on their behalf.</p> <p>Contracts for the academic year 2011/2012 were awarded, via exemption or extension to the following providers:</p> <p>Progression Courses</p> <ul style="list-style-type: none"> • TLT Academy (£96,390) • Bromley Youth Music Trust (£22,300) • Orpington College (£57,230) <p>Call off contracts (variable value): Bromley College (Bromley Campus & Orpington Campus; Education Development & Assessment; NTS London, Springboard Bromley, SWAY (contract terminated).</p> <p>'Options Xtra'</p> <ul style="list-style-type: none"> • Bromley College of FE (£499K whole life) • Orpington College (£147K whole life) • Windermere Vocational Education (£102K whole life – contract terminated); • Call off contract (variable value): Bromley College 	<p>Progression courses have a forecast annual value of £438K for 2011-2012 Financial Year</p> <p>'OptionsXtra' courses have a forecast annual value of £127K for the 2011-2012 Academic Year covering two cohorts of learners. For the 2012-2013 Academic Year this will reduce to £14K plus £1.1K per pupil enrolled as a new start in September 2012.</p>	<p>Progression courses run to one year, with all bar one contracts running from 1 September 2011 to 31 July 2012.</p> <p>'Options Xtra' contracts previously ran to two years with existing contracts due to expire on 31 July 2012 following a one year extension to enable current Year 11 pupils to complete their courses. A new one year contract, with option to extend for one year, was issued to Bromley College for the 2011-2012 Academic Year</p>	<p>Formal approval for award was given at the 14 July 2011 CYP PDS.</p> <p>Discussions are currently taking place to finalise the procurement strategy going forward with the intention to place it on a more formal procurement process such as a dynamic purchasing system (a form of flexible Approved List), subject to ongoing requirement for the service.</p> <p>It is anticipated that:</p> <ul style="list-style-type: none"> • the distinction between Progression and OptionsXtra will disappear from September 2012 as all courses are now incorporated in the Bromley Flexible Learning Programme • all contracts may be transferred to 'call off' from 2012.

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
2.3	<p>Early Years Support</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 Pre-School Learning Alliance.</p>	<p>The contract value for the current term is £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 & Achievement, the Director CYP, the Director of Resources and the Finance Director.</p> <p>It is currently planned that the service will not continue from April 2012.</p>
Specialist Support & Disability Service				
2.4	<p>Buddying Service for Children and Young People with disabilities.</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 Bromley Mencap.</p>	<p>Annual value of £32K. 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>The current contract term for the Bromley Mencap Buddying Scheme expired in October 2011. The contract has the option to extend for up to a further two years.</p> <p>At that time it was unclear as to whether there would be sufficient funding to be able to continue the service in its existing form for new users. However, it was recognised that existing users would need to continue to be supported, and the provider has continued to deliver and be funded for the provision from October 2011.</p> <p>In exploring options to continue the service, there have been ongoing discussions with Adult & Community Services (ACS) in the context not only of the merging of the Children and Adults departments but also in relation to a similar Buddying Scheme funded by ACS, also with Bromley Mencap. Through those discussions it is now intended that the CYP Buddying contract will be extended to the end of August 2012 to align with the contract held by ACS which also comes to and end in August.</p> <p>Following this, it is intended that both contracts will be combined into a single contract, providing a joined up service transitioning provision between young people and adults.</p> <p>Authorisation for the extension is close to completion and is expected to have been finalised prior to the 20 March 2012 CYP PDS.</p>

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
2.5	<p>Specialist Childminding Network for Families with Disabled Children</p> <p>This service enables childminding provision exclusively for disabled children & young people. The service provides 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>The service is provided by Bromley Mencap.</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 & 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. This is in progress.</p>
2.6	<p>Weekend and Holiday Short Breaks for Disabled Children and Young People</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>The service is provided by Riverside School, a Bromley Council maintained special school.</p>	<p>The current in-house arrangement has a value of £260K per annum.</p> <p>The in-house arrangement 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 service is £498,405.</p>	<p>The current in-house arrangement commenced in May 2010 and was due to expire on 30 April 2011.</p> <p>The service has been extended for eleven months until 31 March 2012.</p>	<p>Approval for extension of the current arrangements was granted by the Children & Young People Portfolio Holder at the CYP PDS meeting of 15 March 2011.</p> <p>Following consultation with Corporate Procurement and completion of a Gateway Review (to be presented to CYP PDS in March 2012), approval to continue to deliver the service in-house via Riverside School, a Bromley maintained special school, is in progress.</p> <p>Short Breaks provision is also sourced via smaller value contracts held with local voluntary sector providers and this is planned to continue.</p>
Children & Family Project				
2.7	<p>Social Care for Children and Families</p> <p>This service provides social care to children and families, offering counselling and advice.</p> <p>This contract is awarded to Bromley Welcare.</p>	<p>The contract value for the current term is £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>Due to the significant reduction in the available commissioning budget for the Bromley Children Project, negotiations are in progress with the provider to agree a reduced and more focused level of service delivery in 2012/2013. Once these have concluded, approval for an extension to the current contract, at the new level of funding, will be sought from the Portfolio Holder at the next available PDS.</p>

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
2.8	<p>Child and Adolescent Mental Health Service (CAMHS)</p> <p>The contract has been awarded, via exemption, to Oxleas Trust.</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>Approval from the Portfolio Holder to extend the contract for a further twelve months will be sought at the next available CYP PDS. The request for an extension was delayed pending consideration of potential budget options for 2012/2013 which concluded in February 2012.</p>
Integrated Youth Support Service				
2.9	<p>Advice and Guidance to Young People</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 Royal Borough of Kingston.</p>	<p>The contract has an annual and whole life value of £143K.</p>	<p>The contract commenced on 1 July 2011 and runs to 31 March 2012.</p>	<p>Approval for arrangements for the delivery of this service was subject to scrutiny at CYP PDS and Executive.</p> <p>An extension to the current contract is in progress with approval to be sought from the Portfolio Holder at the next available CYP PDS.</p>

SECTION 3:

Current Status of Contracts Ending Between Six to Twelve Months from the Date of this Report (before 31 March 2013)

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
Youth Offending Team				
3.1	<p>Intensive Supervision and Surveillance</p> <p>This contract meets the statutory requirement to deliver Intensive Supervision and Surveillance (ISS). ISS is a direct alternative to custody, available as a condition of bail and/or Youth Rehabilitation Order and/or Notice of Supervision on release from custody.</p> <p>The service is currently delivered by NACRO.</p>	<p>The contract has an annual value of £71,000 and a whole life value of £213,000.</p>	<p>The contract commenced on 1 April 2011 and is due to expire on 31 March 2013. It has an extension option of one year.</p>	<p>The option to extend the contract is likely to be considered.</p>
Children's Social Care				
3.2	<p>Tutors for Looked After Children</p> <p>This service provides one to one tutoring support to Looked After Children. The service is currently provided by Fleet Tutors. The contract has been extended.</p>	<p>Year 1 actual value = £32,060</p> <p>Year 2 contract value = £55,000</p> <p>Whole life value = £87,060</p>	<p>1 October 2010 to 30 September 2011 – now extended to 30 September 2012</p>	<p>Extension to current contract, authorised by Director CYP, Director of Resources and Finance Director.</p> <p>The service will be sourced through competitive tender, either through a three quotes basis or open competitive tender depending on proposed value of contract.</p>
3.3	<p>Social Care for Children and Families</p> <p>This service funds volunteers to support social workers in supporting children and families in crisis.</p> <p>The service is currently provided by Community Service Volunteers.</p>	<p>The contract has an annual value of £38,000 with a whole life value of £76,000.</p>	<p>1 April 2011 to 31 March 2012 – now extended to 31 March 2013.</p>	<p>Extension to current contract, authorised by Director CYP, Director of Resources and Finance Director.</p>
3.4	<p>Counselling Service</p> <p>This service provides independent counselling and guidance to children and young people aged 11 to 23 who are experiencing personal difficulties.</p> <p>The service is provided by Bromley Y.</p>	<p>The contract has an annual value of £88,277 and a whole life value of £264,831. The service is joint funded with Bromley PCT who add an additional £108k to the annual value.</p>	<p>The contract commenced on 1 April 2010 and is due to expire on 31 March 2013.</p>	<p>Gateway review to be completed.</p>

No.	Details of Service and Current Provider	Indicative Contract Value	Timescales	Post Contract Actions and Current Status
3.5	<p>Family Group Conference Service</p> <p>This service offers family support to assist with the prevention of children and young people coming into care or to facilitate returning children to the family.</p> <p>The service is provided by Galton Associates.</p>	<p>The contract has an annual value of £56,000 and a whole life value of £168,000.</p>	<p>The contract commenced on 1 April 2010 and is due to expire on 31 March 2013.</p>	<p>Gateway review to be completed.</p>
3.6	<p>Advocacy and Independent Visitors Service</p> <p>This service is provided by Reconstruct.</p>	<p>The contract has an annual value of £30,000 and a whole life value of £150,000.</p>	<p>The contract commenced on 1 February 2008 and is due to expire on 31 March 2013.</p>	<p>Gateway review to be completed.</p>
Strategy and Performance				
3.7	<p>Voluntary Sector Support</p> <p>This service provides a communication and support network for local voluntary sector providers and acts as the representative voice for the sector in local strategic partnerships.</p> <p>The service is provided by the Children and Families Voluntary Sector Forum.</p>	<p>The contract has an annual value of £24,735 and a whole life value of £76,453.</p>	<p>The contract commenced on 1 April 2010 and is due to expire on 31 March 2013.</p>	<p>The future requirements for the service will need to be considered in light of the transition to the new Education and Care Services Department.</p>

Agenda Item 15

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

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Agenda Item 16

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

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