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DATE: Tuesday 2 July 2013

EDUCATION PORTFOLIO HOLDER BRIEFING

Meeting to be held on Tuesday 2 July 2013

QUESTIONS ON THE PORTFOLIO HOLDER BRIEFING

The Briefing comprises:

- 1 MINUTES OF THE EDUCATION BUDGET SUB COMMITTEE HELD ON 2ND MAY 2013** (Pages 3 - 8)
- 2 MINUTES OF THE MEETING OF BROMLEY BEHAVIOUR SERVICES WORKING GROUP HELD ON 2ND MAY 2013** (Pages 9 - 14)
- 3 UPDATE FROM THE SEN EXECUTIVE WORKING PARTY** (Pages 15 - 16)
- 4 PUPIL REFERRAL UNIT BOARD STRUCTURE**
To Follow
- 5 BROMLEY YOUTH COUNCIL MANIFESTO 2013-14** (Pages 17 - 20)
- 6 REVIEW OF PARTNERSHIP ARRANGEMENTS - NEW APPROACH** (Pages 21 - 44)
- 7 BROMLEY ACADEMY PROGRAMME AND FREE SCHOOL UPDATE** (Pages 45 - 52)

Members and Co-opted Members have been provided with advanced copies of the Part 1 (Public) briefing via email. The Part 1 (Public) briefing is also available on the Council website at the following link: <http://cds.bromley.gov.uk/ieListMeetings.aspx?XXR=0&Year=2013&CId=559>

Paper copies of this Information Briefing will not be available at the meeting of Education PDS Committee.

Information Items will not be debated at Education PDS Committee unless a member of the Committee requests a discussion be held. 24 hours notice must be given to the Clerk.

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EDUCATION BUDGET SUB-COMMITTEE

Minutes of the meeting held at 7.00 pm on 2 May 2013

Present:

Councillor Neil Reddin FCCA (Chairman)
Councillor Nicky Dykes (Vice-Chairman)
Councillors Nicholas Bennett J.P.

Councillor Stephen Wells, Portfolio Holder for Education

Also Present:

Dr Tessa Moore, Assistant Director: Education
Robert Bollen, Education Strategic Capital Manager
David Bradshaw, Head of Education and Care Services Finance
James Mullender, Senior Accountant

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Lydia Buttinger and Councillor David McBride.

2 DECLARATIONS OF INTEREST

The Chairman noted that Declarations of Interest made by Members at the meeting of Education PDS Committee on 12th June 2012 were taken as read.

3 QUESTIONS FROM MEMBERS OF THE PUBLIC ATTENDING THE MEETING

No questions had been received from members of the public.

4 MINUTES OF THE MEETING HELD ON 13 FEBRUARY 2013 AND MATTERS ARISING

The Chairman noted that a number of the issues arising from the minutes would be considered during the meeting.

RESOLVED that the minutes of the meeting held on 13th February 2013 be agreed.

5 POST COMPLETION REPORTS

Report ED13055

The Sub-Committee considered a report setting out post completion reports on works carried out for the expansion of Bickley and Princes Plain Primary Schools, the rebuilding of The Highway Primary School and the creation of the Hawes

Down Centre. The Capital Programme Procedures required that a post completion review be carried out within 12 months of the completion of schemes that were included within the programme to assess whether the original scheme objectives were achieved, and whether the scheme was completed on time and within the original budget.

In reviewing the post completion reports, Members were concerned that all four projects had seen overspends on the tender estimate. One project had overspent by a significant amount and the Local Authority was currently pursuing a claim against its consultant to recoup some of these losses. The reasons for overspends varied across the projects and included spend on required furniture and equipment, the cost of accommodation moves, and additional tarmacing and roof works.

Members were advised that there was a set allowance for furniture and equipment for each school project and that this was only exceeded where there was an educational imperative to do so and where funds were available. The Head of Education and Care Services Finance noted that schools were required to fund any required items outside of the scope of their project. In response to a question from Councillor Nicholas Bennett JP, the Assistant Director: Education confirmed that where appropriate furniture and equipment were reused across the Local Authority's property portfolio to ensure efficient use of resources and reduce waste.

The Portfolio Holder for Education noted that costs had been incurred through out of hours electrical works in one project and queried whether this should be funded by the school. The Education Strategic Capital Manager confirmed that there had been some out of hours work undertaken in one project due to impact on school operation, but this cost had also been incurred to ensure the scheme was delivered on time.

Councillor Nicholas Bennett JP highlighted the importance of ensuring that the procurement process was robust in identifying all possible costs when developing the specification for any project. It would be useful for Members to have an overview of the Council's approach to project management, with a view to encouraging a holistic approach with a single oversight for all aspects of project delivery (including procurement) to minimise unforeseen project costs. Following discussion, Members requested that an overview of the Council's approach to project management be reported to a future meeting of the Executive and Resources PDS Committee.

RESOLVED that:

- 1) An overview of the Council's approach to project management be reported to a future meeting of the Executive and Resources PDS Committee; and,**
- 2) The findings of the below post completion reviews be recommended to the Education Portfolio Holder for approval:**

- **Expansion of Bickley Primary School by 210 pupils;**
- **Expansion of Princes Plain Primary School by 105 pupils;**
- **Rebuilding of The Highway Primary School; and,**
- **Creation of the Hawes Down Centre in West Wickham to provide a specialist facility to deliver services for children and young people with additional needs and disabilities and their families.**

6 ASSET MANAGEMENT PLANNING: SCHOOLS PLANNED MAINTENANCE

Report ED13056

The Sub-Committee considered a report setting out the proposed 2013/14 Education Planned Maintenance Programme and Suitability Programme.

The Local Authority had a five-year maintenance programme on education properties that was reviewed annually based on the funding available, condition of facilities and urgent items that had arisen during the year. The Local Authority also provided assistance to improve the security and suitability of schools as well as operating the Seed Challenge programme that part-funded priority works at Local Authority maintained schools in the Borough. The Education Planned Maintenance Programme and Suitability Programme and Seed Challenge Programme were funded by 100% Department for Education Capital Maintenance Grant.

RESOLVED that:

- 1) The proposed 2013/14 School Planned Maintenance and Suitability Programme be noted;**
- 2) The list of schemes to be included in the 2013/14 School Planned Maintenance and Suitability Programme be noted; and,**
- 3) Officers be asked to develop a Seed Challenge Programme for 2014/15 for future consideration by the Portfolio Holder for Education.**

7 UPDATE ON THE BASELINE REVIEW OF SCHOOL IMPROVEMENT

Report ED13054

The Sub-Committee considered an information briefing providing an update on the baseline review of school improvement services. The services included in the review comprised School Standards and Achievement, Pupil Support, the Education Business Partnership and Children in Care. A formal consultation process had been undertaken in Autumn 2012 in response to proposals to rationalise and restructure these services where appropriate, with the new structure coming into effect on 1st April 2013.

In considering the baseline review of the Education Business Partnership, the

Assistant Director: Education confirmed that the service had been due to be reduced by 1.6 Full Time Equivalent (FTE) posts, but as there was a healthy income generated, the income target for the service had been raised instead, making a saving to the Revenue Support Grant of £91,150. There were now fewer statutory duties related to this service; however a lot of work was undertaken with young people who were not in education, employment or training (NEET) and young offenders which benefitted other Local Authority services. The Education Business Partnership also worked to support alternate provision for pupils in Year 10 and 11 who could not be placed in Bromley schools through signposting pupils to an appropriate package of support for their needs, which could include a work experience placement.

The Assistant Director: Education confirmed that Nina Newell, Early Years Manager had been appointed the Interim Head of Standards and Achievement and would be overseeing commissioning and quality assurance to fulfil the Local Authority's statutory duties of intervention and support in schools causing concern. Funding for the remaining vacant post in the service would be used to commissioning 15 day packages of work with schools that required support. The Assistant Director: Education confirmed that the Pupil Place Planning and Admissions role had been filled on an interim basis for two days per week. Councillor Nicholas Bennett JP highlighted the need to ensure that the target for increased online school admissions and free school meal applications continued to be prioritised.

The Pupil Support Team had been reduced from 17.7FTE posts to 7FTE posts to prioritise delivery of the Council's statutory duties, including supporting a Local Authority action plan for improvements in any school causing concern and delivering training and guidance required by the Department for Education for national assessments and tests. A small amount of essential school support continued in the form of early intervention in schools at risk of failing an inspection but the sold service element for school improvement was not full cost recovery and had been ceased.

The Assistant Director: Education advised Members that the Children in Care Team worked to fulfil the Council's statutory duties for supporting Looked After Children and for monitoring academic achievement of children in care. This service was considered essential and the service budget had been cut by the equivalent of 1FTE post.

In response to a question from the Portfolio Holder for Education around the level of attainment of Looked After Children in Bromley, the Assistant Director: Education confirmed that the progress of every Looked After Child in the Borough was tracked and that each Looked After Child had unique support and education needs. Councillor Nicholas Bennett JP suggested that the attainment of Looked After Children might be an area for the Education PDS Committee to consider in more depth in 2013/14. The Portfolio Holder for Education noted that the Children's Champion had been looking closely at this issue.

RESOLVED that the information briefing be noted.

8 ANY OTHER BUSINESS

Members considered the Education Division Budget Book 2013/14, which would be provided to all Members of the Education PDS Committee following Annual Council.

RESOLVED that the issues raised be noted.

9 DATE OF NEXT MEETING

The next meeting of Education Budget Sub-Committee would be held at 7.00pm on Tuesday 23rd July 2013.

The Meeting ended at 7.48 pm

Chairman

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Agenda Item 2

EDUCATION PDS COMMITTEE: BROMLEY BEHAVIOUR SERVICES WORKING GROUP

Minutes of the meeting held at 5.30pm on 2nd May 2013

Present

Councillor Nicholas Bennett JP (Chairman)
Darren Jenkins – Co-opted Member representing Parent Governors
Paula Farrow – Head Teacher, Farnborough Primary School
Patrick Foley – Head Teacher, Southborough Primary School
Paul Murphy – Head Teacher, Ravensbourne School

Also present

Councillor Graham Arthur – Portfolio Holder for Resources
Councillor Robert Evans – Portfolio Holder for Care Services
Councillor Pauline Tunnicliffe – Executive Support Assistant to Portfolio Holder for Education
Councillor Stephen Wells – Portfolio Holder for Education
Dr Tessa Moore – Assistant Director (Education)
David Bradshaw – Head of Education and Care Services Finance
John Burrell – Interim Head of the Behaviour Service
Jo Twine – Project Manager, SEN and Disability Service
Kerry Nicholls – Democratic Services Officer

1. APOLOGIES FOR ABSENCE AND NOTIFICATION OF ALTERNATE MEMBERS

Apologies for absence were received from Councillor Alexa Michael and Neil Miller, Head of School, The Priory School.

2. MINUTES OF THE PREVIOUS MEETING

The Chairman noted that a number of the issues arising from the minutes would be considered during the meeting.

The minutes of the meeting held on 13th February 2013 were confirmed.

3. PROPOSED MODEL OF BEHAVIOUR SUPPORT FOR PRIMARY AGED PUPILS FOR CONSIDERATION

Members of the Working Group noted the report of the Head Teacher Working Party that outlined a proposed model for future delivery of Behaviour Support services in the Borough.

4. CHALLENGES FOR BEHAVIOUR SERVICE AND OPTIONS FOR THE FUTURE

The Project Manager, SEN and Disability Service gave a presentation outlining challenges for the Behaviour Service and options for future delivery of behaviour services.

The Portfolio Holder noted the importance of ensuring that any model for future delivery of behaviour services be developed primarily for the benefit of the pupils, with children and young people supported to return to mainstream schooling where appropriate. It was also key to ensure that the Local Authority continued to be able to meet its statutory duties with regard to pupils who had been excluded on a permanent or fixed term basis, and was able to place children and young people in a locally-based provision that met their individual needs.

Following consideration, Members of the Working Group agreed the methodology which aimed to

- 1) Produce outline business case – May to July 2013 (to be reported to the next meeting of the Working Group on Tuesday 23rd July 2013)
- 2) Produce full business case – July to October 2013
- 3) Implement – October 2013 to March 2014

The Members of the Working then considered a range of options for future delivery of behaviour services across the Borough.

Option A: Keep medical and home tuition within the Local Authority which could transfer into a successful model in future

Members of the Working Group generally agreed that medical and home tuition, which was provided to around 40 pupils per year, should be retained by the Local Authority at this time. A more cost-effective delivery model, such as provision through a social enterprise, could be developed over time as appropriate.

Option B: Mainstream schools join a single trust/mutual run by schools for schools with the Local Authority commissioning statutory functions from it

Members of the Working noted that it would be key for all schools, excluding Harris Academy schools, to join any trust/mutual run by schools for schools for it to work effectively.

Harris Beckenham aimed to open Harris Aspire Academy, an Alternative Provision Free School, in central Bromley from 2013/14. This school would primarily offer places to pupils who had been excluded on a fixed term or permanent basis from Harris Academies in Lewisham, Croydon and Bromley, as well as offer a limited number of places for other schools to buy into for extended respite.

The Chairman highlighted the importance of ensuring that any behaviour services provision was delivered on a short term basis, with the aim of supporting pupils back to mainstream schooling where appropriate. It was also important to track the progress of pupils attending pupil referral units.

Option C: Create a virtual school comprising the range of provisions and an IT software package for personalised learning plans and tracking

In discussion, Members of the Working Group generally agreed that this model was unlikely to operate successfully at this time.

Option D: Appoint one host mainstream secondary school to host secondary behaviour service and secondary pupil referral unit (PRU) and turn primary PRU into a primary provision for pupils with emotional and behaviour difficulties (EBD)

In discussion, Members of the Working Group generally agreed that this model was unlikely to operate successfully at this time.

The Chairman underlined the need for schools to share good practice around behaviour management to ensure the best outcomes for pupils and, where appropriate, reduce incidence of fixed rate and permanent exclusions, and asked that more information on these strategies be provided to Members of the Working Group **(Action: ECHS)**.

Option E: Existing EBD school expanded to create all-through EBD provision and manage secondary PRU and behaviour service

Members of the Working Group noted that this model would need strong leadership to operate successfully with either the existing EBD school, PRU or Behaviour Service as the leader of the provision. Both Kingswood and Grovelands were run on an interim basis at present, but there was potential to recruit an Executive Head Teacher to provide the leadership needed to drive forward this model. The Chairman requested that more information be provided around the attendance rates of pupils at Kingswood and Grovelands **(Action: ECHS)**. The Chairman also requested a breakdown of staffing at Kingswood and Grovelands including length of service, qualifications and levels of supply staff **(Action: ECHS)**.

In considering the Local Authority's current EBD provision, Burwood School as the leader of such a model, the Executive Support Assistant to the Portfolio Holder for Education was concerned that Burwood's experience was primarily around male pupils aged 10-16 years with a statement of special needs. The wide ranging expertise of Burwood School would not necessarily meet the needs of female pupils or pupils in mainstream exclusion.

It was noted that this model would allow the Local Authority full access to the places available in its role as the admissions authority.

Option F: Existing special school or special school trust to host secondary behaviour service and secondary PRU and turn primary PRU into a primary EBD school

Members of the Working Group emphasised the importance of retaining a primary PRU provision which was able to provide the assessment needed to review support strategies for each pupil and plan for their return to mainstream schooling. Demand for pupil referral unit places was likely to increase at primary level as there was greater emphasis on early intervention, developing bespoke care plans for children to resolve issues at an earlier stage.

The Portfolio Holder for Education queried if an existing primary school might consider hosting a primary PRU. In discussion, Members of the Working Group felt that schools were unlikely to volunteer to host such a unit as the high

turnover of pupils and impact on school standards would be difficult to manage as part of a mainstream school.

The Chairman noted that a respite model which provided a number of short term goals for pupils to support them back into mainstream schooling had been successfully used in secondary schools, and could potentially work at a primary level.

Option G: Seek an academy chain sponsor to host secondary PRU and behaviour service. EBD primary school?

In considering the model, the Chairman expressed concern over attendance levels in alternative provision and highlighted the benefits of 'wraparound' provision offered by some schools and providers of alternative provision. The Assistant Director: Education agreed that it was vital to safeguard young people by ensuring that attendance and non-attendance systems were robust.

The Interim Head of the Behaviour Service noted that attendance could also be negatively affected where Key Stage 3 and 4 pupils were schooled on the same site. This environment did not incentivise younger pupils to return to mainstream schooling and could lead to them emulating the behaviour of older pupils.

Option H: Outsource to third or private sector

In discussion, Members of the Working Group generally agreed not to discount this model at this time.

Option I: PRU becomes an academy and sponsors EBD school and other provision

In discussion, Members of the Working Group generally agreed not to discount this model at this time.

Option J: New AEP free school/studio school (Academy) to provide services to permanently or fixed term exclusions

In discussion, Members of the Working Group generally agreed not to discount this model at this time.

Option K: Full delegation of funding to all schools, LA kept medical

Members of the Working Group noted that secondary schools in the Borough had successfully used a 'fresh start' model where schools agreed to accept pupils returning to mainstream schooling. This process was managed by the Fair Access Protocol Panel (FAPP) and was closely monitored to ensure the pupil received the support they needed to successfully reintegrate. This model would be more difficult to utilise at a primary level as pupils were less able to travel to alternate schools.

In discussion, Members of the Working Group generally agreed not to discount this model at this time.

Option L: PRUs become academies but no other structural change

In discussion, Members of the Working Group generally agreed that this model was unlikely to operate successfully at this time.

Following the consideration of the Working Group it was **AGREED** to develop a more detailed business case for Options A, B, E, F, G, H, I, J and K.

The Chairman thanked the Project Manager, SEN and Disability Service for her excellent report.

5. DATE OF NEXT MEETING

The date of the next meeting of the Bromley Behaviour Services Working Group would be held at 5.30pm on Tuesday 23rd July 2013.

The meeting ended at 6.58pm

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London Borough of Bromley

PART 1 - PUBLIC

Briefing for Education Policy Development and Scrutiny Committee
Tuesday 2nd July 2013

UPDATE FROM THE SEN EXECUTIVE WORKING PARTY

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

Chief Officer: Terry Parkin, Executive Director, Education and Care Services
Tel: 020 8313 4060 E-mail: terry.parkin@bromley.gov.uk

1. Summary

- 1.1 This report provides Members with an update following the meeting of the Executive Member Officer Working Party for Special Educational Needs held on 19th June 2013.

2. THE BRIEFING

- 2.1 A number of areas were considered as part of the meeting:

Special Education Needs Activity

- 2.2 Members considered a report which outlined national and local management of Special Educational Needs, including statistics around the number of children with special educational needs in comparison with the Local Authority's statistical neighbours, and the action that was being taken within the Borough to mitigate spend, reduce statements where appropriate and ensure the most cost effective decisions on provision were being made.
- 2.3 It was noted that the way that Special Educational Needs support was delivered varied across local authorities. Some local authorities devolved a substantial level of resources and expected schools to cater for special educational needs up to a high threshold. Other local authorities devolved fewer resources, maintaining funds within the local authority to distribute to schools through a range of models depending on thresholds of need. The London Borough of Bromley had previously devolved a lower level of resources to schools and had a high level of statements of Special Educational Needs in comparison with its statistical neighbours. An increased level of resources was now being devolved to schools through the delegation of £6k for each child who had been assessed as having needs at Matrix 6, and top-up funding for children assessed as having needs above Matrix 6. It was also planned to raise the threshold at which Education, Health and Care Plans were used, and to increase the use of Pupil Resource Agreements for children with lower level needs which were developed in partnership between the Local Authority, the school and a child's family to meet a child's individual needs.

Special Education Needs Transport

- 2.4 Members considered a report which provided an update on work that was being undertaken around the future development of transport provision for children and young people with special educational needs in the Borough.

- 2.5 Following a competitive tender exercise, the SEN Transport Team had secured a voluntary sector partner to deliver a travel training programme commencing in June 2013 for a period of one year. The team would work with Bexley Accessible Transport to deliver travel training to young people with special educational needs to support them to become independent travellers. Travel training would commence with pupils at the Glebe School and pupils at other schools who had been identified as being able to benefit from programme.

Update on the Special Educational Needs and Disability (SEND) Pathfinder

- 2.6 Members considered a report outlining progress with the SEND Pathfinder, developed in partnership with London Borough of Bexley to test areas within the Children and Families Bill, and providing further information on Education, Health and Care plans, which were a key component of the new Special Educational Needs and Disability reform agenda.
- 2.7 The SEND Pathfinder had tested the development and application of Education, Health and Care Plans for children and young people with complex needs, as well as areas including development of personal budgets, banded funding and preparing for adulthood (transition). In December 2012, the London Boroughs of Bromley and Bexley were notified that further funding had been granted to take the SEN Pathfinder work forward until September 2014, in line with the timescales for the implementation of the new SEN reforms.
- 2.8 The Government had announced that £900k was to be made available to a small number of Pathfinder areas to become National Pathfinder Champions. These National Pathfinder Champions would share learning and make a contribution to disseminating Pathfinder activity on a regional or national basis whilst also informing the local agenda. Selection for Champion status was based on a mix of skills, experience and regional factors, and following submission of a joint bid, the London Boroughs of Bromley and Bexley had been selected as one of only nine national Pathfinder Champions that would work to support non-Pathfinder areas.

Introduction of the EHC Plans and Review of Thresholds/Local Offer

- 2.9 Members considered a report outlining the requirement to have a new single assessment process and Education, Health and Care Plans in place to replace the statutory SEN assessment and statement, and bring together the support provided to children, young people and their parents and carers by September 2014.
- 2.10 Education, Health and Care Plans would provide the same statutory protections to parents as a statement of Special Educational Needs, but would extend the age range for eligibility from birth to 25 years. It was envisaged that the new plan would give parents and carers more control over support for their child and family with the introduction of options for personal budgets. There would also be a requirement for the Local Authority and schools across the Borough to publish a local offer to clarify what support was available to families, from which providers and how it could be accessed.
- 2.11 There was considerable overlap between the new statutory guidance and the education funding reforms for high needs pupils which came into effect from 1st April 2013, and it had been identified that there was a need to review the Local Authority's current practice regarding thresholds for support in order to minimise the volume of statements and Education, Care and Health Plans for which the Local Authority would be responsible for in the future.

London Borough of Bromley

PART 1 - PUBLIC

Briefing for Education Policy Development and Scrutiny Committee

BROMLEY YOUTH COUNCIL MANIFESTO 2013/14

Contact Officer: Linda King, Universal Youth Support Programme Manager
Tel No: 020 8466 3098 E-mail: linda.king@bromley.gov.uk

Chief Officer: Terry Parkin, Executive Director, Education, Care and Health Services

1. Summary

- 1.1 To update Committee Members on the current Bromley Youth Council Manifesto Campaign Programme.

2. The Briefing

- 2.1 Bromley Youth Council is the elected youth forum of the London Borough of Bromley, which enables young residents of the Borough to have a voice in local decision making and encourages young people to take part in campaigns and projects to address the issues that affect them. The work of the Bromley Youth Council is managed and supported by the Bromley Youth Support Programme's Youth Involvement staff team.
- 2.2 Bromley Youth Council (BYC) has an elected and co opted membership of 37 young people aged 11-19 years old (up to 25 with a disability or special education need). Bromley Youth Council promotes key functions including youth leadership, volunteering, youth democracy, listening to young people and putting young people at the heart of decision making. The Youth Council hold bi-annual elections across Bromley Schools, colleges, Youth Clubs and Voluntary services. In addition the Youth Council has co-opted representatives from the Living in Care Council, Bromley Young Advisers. The Youth Council has representatives on the British Youth Council and the United Kingdom Youth Parliament.
- 2.3 Each year the Youth Council host a youth manifesto event, to which all borough secondary schools and colleges are invited to send representation. The event is planned, delivered and evaluated by youth councillors and supported by youth support work programme staff. Key decision makers in the borough, including elected members, officers and service managers are invited as guests, to listen to the views and concerns and answer questions from young people either living, being educated or growing up in Bromley. The outcomes from this event contribute to and complete the BYC Manifesto for the forthcoming year. A copy of the 2013/14 Youth Manifesto is available from the lead contact for this report.
- 2.4 The Manifesto 2012/13 identified Bullying as the key issue, with gangs, sex and relationship education, and employment as the next most prioritised concerns. Bullying became the primary campaign. The Youth Council ran a successful 'Bullying or Banter campaign' involving all secondary schools on the borough, youth clubs and voluntary sector services. The Youth Council has produced an End of Year Report detailing the impact of the individual campaigns as well as reporting individual and group outcomes and achievements. A copy of the End of Year Report 2012/13 is available on request from the lead contact for this report.

- 2.5 At the manifesto event in March 2013, 81 young people from 15 schools and colleges identified their priority issues as a mandate for the Youth Council. Mental Health was identified as the key issue, with Youth Activities, Staying safe and Tuition Fees as the next most prioritised concerns. The initial identification of issues at the manifesto event formed the basis from which campaign plans for these concerns were drawn up by youth council members.

Mental Health was identified to be the Youth Council's primary campaign for 2013 with the others as secondary campaigns.

- 2.6 The proposed work plan and aims and objectives of the primary campaign are the subject of the remainder of this report. Information on the Youth Council's secondary campaigns is available from the contact officer for this report.

3. MENTAL HEALTH CAMPAIGN PRIORITIES

- 3.1 The campaign intends to address the following key priority areas:-

- Young People felt that they were not aware of the breadth of mental health issues facing young people and that they often made assumptions about issues such as anxiety, depression, stress etc which were not accurate or helpful. They would like to raise awareness amongst young people of mental health issues.
- They were concerned that services available to support young people with mental health issues were not widely known and young people were not clear how they could go about accessing these services and who they could talk to if they had concerns or worries. They felt there needed to be better information available about services able to support young people concerned about mental health issues.
- Young people felt there was a lot of mis-information and myths surrounding mental health issues. They were concerned that some young people are reluctant to admit they have concerns as they are scared that people will judge them, make assumptions about them or treat them as 'mad'. Young people wanted to challenge the myths about mental health and the stigma of those suffering from mental health issues.
- Young people recognised that adolescence can be a confusing, pressured and stressful time for them. Many of them experience difficult and stressful situations, in addition to those experienced by all teenagers such as exams, relationships, adolescence, transition, some have additional stress e.g. from family relationship issues and breakdown problems etc. Young people were keen to look at the issues which effect mental health and wellbeing in young people and raise the profile of these 'life events' and the possible impact these can have.

4. MENTAL HEALTH CAMPAIGN PROPOSED WORK PLAN

- 4.1 To address the issues the Youth Council are proposing to:-

- Design and distribute an information leaflet in partnership with Public Health to raise awareness of the signs and symptoms of mental health issues and the services available to support young people.
- Produce an information film for use in schools/colleges and community facilities to raise awareness of services and how to access them.
- Work alongside Public Health to offer training to schools, colleges and Governors about mental health issues in Adolescents.

- Deliver an awareness campaign with a focus around anti –bullying week '*I'm not Mad*'. In addition explore using Bromley Youth Support Programme summer programme to speak to young people and distribute leaflets etc.
 - Use BYSP Facebook to facilitate and support the campaign and signpost young people to appropriate help.
- 4.2 The Youth Council is currently in the process of seeking funding and exploring opportunities to resource the campaign. A full work plan for the primary campaign is available from the lead contact officer for this report.

5. CAMPAIGN PROGRESS

- 5.1 The Youth Council will produce a mid term progress report, which will be available early October 2013; copies will be available on request via the lead contact officer for this report.
- 5.2 The Youth Council will also produce an End of Year Report which will look at the impact of the campaign as well as reporting individual and group outcomes and achievements. This will be the subject of a briefing for elected members in early 2014.

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London Borough of Bromley

PART 1 - PUBLIC

**Briefing for Education Policy Development and Scrutiny Committee
Tuesday 2 July 2013**

**REVIEW OF PARTNERSHIP ARRANGEMENTS -
NEW APPROACH**

Contact Officer: Terry Parkin, Executive Director, Education, Care & Health Services
Tel: 020 8313 4060 E-mail: Terry.Parkin@bromley.gov.uk

Chief Officer: Executive Director of Education, Care & Health Services

1. Introduction to the review

- 1.1 A review of partnership arrangements that are supported either financially or with other resources by the London Borough of Bromley's Education, Care and Health Services department was jointly commissioned in June 2012 by the Care Services Portfolio Holder and the Education Portfolio Holder.
- 1.2 The purpose of the review was to ensure that the partnership arrangements in place across the Borough for education and care services are fit for purpose, have an outcome focus, provide best value for money, remove duplication, and strengthen the voice of service users.

Context to the review

- 1.3 The review was commissioned in response to:
 - the creation of the single department for Education and Care Services in April 2012, and then the creation of the Education, Care and Health Services department in March 2013;
 - the significant changes and challenges in the public sector, including the reform agenda of public services driven by the Coalition Government since May 2010;
 - the introduction of new legislation, including the Academy Act 2010, the Education Act 2011, the Localism Act 2011, the Welfare Reform Act 2012, and the Health and Social Care Act 2012, and proposed legislation including the Care Bill (2013) and the Children and Families Bill (2013); and
 - the impact of significant financial reductions across the public sector, and therefore, across the voluntary and community sector.
- 1.4 The review maximised the opportunities offered through this time of considerable change to facilitate a rethink of what partnership arrangements are needed now and in the future. It challenged existing thinking about what makes successful partnership working in the

Borough, and has looked at best and innovative practices from other local authorities and a range of other organisations.

- 1.5 The recommendations within this report aim to ensure that the existing strengths of partnership working in the Borough are maximised through the implementation of new and innovative ideas and practice.
- 1.6 The following issues and principles underpinned the review and shaped the recommendations from it:
- The London Borough of Bromley's Corporate Operating Principles and commitment to leading the delivery of the Building a Better Bromley priorities, including being seen as excellent in the eyes of local people;
 - The financial climate for the London Borough of Bromley, other public sector organisations, and other partner agencies, including the voluntary and community sector;
 - The enhanced and changing approach to involving and empowering service users and carers, including the move towards the 'Digital by Default' programme and a more proportionate approach to engagement as promoted by the Cabinet Office (July 2012);
 - The significant structural changes within the public sector;
 - The changes in statutory requirements for partnership working; and
 - The implementation of The Compact (both local and national) within the Borough.

Arrangements within the scope of the review

- 1.7 The arrangements considered within this review are mainly based around two separate areas:
- Services for children, young people and families through the Bromley Children and Young People Partnership; and
 - Services for adults and older people through the Health, Social Care and Housing Partnership.
- 1.8 Additionally, there are some services which straddle both of these strands, including health services, housing support, and some services for young people and young adults with disabilities.
- 1.9 There are also a number of other arrangements which support and enhance the work undertaken through partnerships, including a range of provider forums, user engagement forums, and task or topic specific development partnership groups.
- 1.10 In addition to these partnership arrangements, there are also the Bromley Safeguarding Adults Board and the statutory Bromley Safeguarding Children Board, which were not included within this review.

Review methodology

- 1.11 The review was conducted through four methods: a desktop review, a questionnaire, interview, and a benchmarking exercise.

- 1.12 The desktop review was undertaken to establish which partnership arrangements are in existence and to seek key documents, including Terms of Reference and Membership lists; and action plans, strategies and business plans. It also identified resources provided by the London Borough of Bromley as part of the partnership arrangements, including funding, staff time and other resource commitments.
- 1.13 The questionnaire was sent to all members of the strategic partnership groups, the Chairs of the other partnerships, and other key partners to consider questions around the following themes for each separate partnership: membership, achievements and outcomes, communication, and barriers and issues. In total, the questionnaire was circulated to 75 people.
- 1.14 The interviews were undertaken with identified specific members of the partnership arrangements, including the Executive Director of Education & Care Services and the Director of Public Health from the London Borough of Bromley, the Assistant Director (Integrated Commissioning and Partnerships) from Bromley Clinical Commissioning Group, the Borough Partnerships Manager of the Metropolitan Police Service, the Chief Executive of Bromley Mencap, and the Voluntary Sector Reference Group.
- 1.15 The benchmarking exercise was undertaken with similar local authorities and those which are seen to provide examples of best practice to identify aspects which Bromley can learn from other areas by viewing information on websites, telephone conversations and face-to-face meetings. This also included research of good and innovative practice from a range of other local, national and international organisations.

2. FINDINGS FROM THE REVIEW

Costs of the current arrangements

- 2.1 The cost of supporting the current arrangements through contracts and grants, refreshments and room bookings from October 2011 to September 2012 was approximately £115,400.
- 2.2 It should be noted that there are also the following additional resource implications on the Council:
- Officer and Councillor time spent attending and preparing for meetings; developing and enhancing the partnerships outside of the group meetings; supporting and developing a number of sub-groups;
 - The costs of printing and posting any packs of reports to members of the partnership bodies; the procurement and contractual activities required to implement, monitor and review the Contracts underpinning several of the arrangements; and the use of resources and facilities, such as meeting rooms and conference venues, which are often not charged for.

Questionnaires and interviews

- 2.3 In total there were 16 (21%) formal responses using the review questionnaire during the consultation period covering the majority of the partnership bodies. Responses were also received from Experts by Experience (XbyX) and the Voluntary Sector Reference Group which were not considered within the review; however, the comments raised by both groups have been included in the analysis and have helped shape the recommendations.
- 2.4 There were a number of strengths identified about the partnership arrangements. These included:

- the partnership bodies have brought senior managers and officers from across different organisations together and enhanced relationships which should be built on;
- the partnership bodies provide a more coordinated approach to improving services and outcomes for groups of service users often including an agreed set of priorities, and they can provide a collective voice from service users and providers during service development, planning and reviewing, and for consultation activities;
- the partnership bodies offer a forum to share information and knowledge, and consult with senior managers and officers from across different organisations, and service users, and they can put a specific topic “on the map”;
- several of the partnership bodies are specifically designed to engage with people who statutory bodies usually struggle to engage with, and they provide a formalised environment which keeps everyone in the loop and discussions in the open, and ensures representatives feel that they “have a voice”;
- the partnership bodies sometimes utilise multiple methods of communicating key messages – including meetings, newsletters, e-mail briefings, conferences, and workshops; and
- some partnership bodies have signed ‘partnership agreements’ in place which confirm the expected roles and responsibilities of all organisations involved, and clear Terms of Reference in place which clearly set out the purpose of the body.

2.5 However, there were also a number of areas for improvement identified. These included:

- there are too many different partnership bodies focused on similar issues which leads to duplication of information, silo-based working and decision making, and a significant demand on staff time from all organisations across the borough;
- the partnership bodies often struggle to evidence that they monitor how they are making a difference, and some partnership bodies have “lost their way” and are not necessarily making a difference and improving outcomes;
- there are varying degrees and evidence of service user involvement in the partnership bodies, and not all partnership bodies are clear about who the members of the partnerships are representing;
- some partnerships do not use multiple methods of communicating key messages and announcements, and it is recognised that partnership working across the Borough can at times be seen as being limited to a small number of organisations/individuals who are engaging and that succession planning needs to take place;
- effective partnership working, that leads to measurable change, is resource intensive and for many voluntary and community organisations this strategic function does not have a clearly defined income stream, and barriers to partnership working include the resource and financial constraints being felt by all organisations; and
- coordination of partnership activity is key to building effective partnerships, ensuring a broad base of engagement and enabling succession planning.

2.6 Appendix 1 sets out the list of organisations and partnership bodies which responded to the questionnaire and those that were interviewed.

- 2.7 The benchmarking exercise focused on identifying research and good practice from other local authorities and other national organisations. It also sought to identify emerging and innovative methods for enhancing and developing partnership working.
- 2.8 During the benchmarking exercise a range of different types of information were reviewed, including:
- governance arrangements for similar partnership bodies in other local authorities, including Terms of Reference, structure charts and membership lists, and arrangements for emerging Health and Wellbeing Boards and supporting partnership infrastructure and arrangements;
 - innovative consultation, engagement, research and dialogue tools, including reports on enabling disabled people to fulfil their potential and have opportunities to play a full role in society;
 - key research reports on co-production in adult care and children's services; and
 - service user engagement, involvement and participation strategies for adult services, children's services and health services.
- 2.9 The key themes arising from the benchmarking exercise include:
- all partnership bodies should be 'task focused' and seek to achieve clearly identified outcomes within a specific time frame, which link to the wider strategic direction set by the Health and Wellbeing Board;
 - partnership bodies should be managed and driven within the principles of key performance and project management techniques, such as Prince2 and Results-Based Accountability, to ensure they are targeted at achieving the outcomes sought;
 - all partnership bodies should consist of appropriate representatives at an appropriate level from appropriate organisations;
 - the best partnerships and engagement mechanisms are not necessarily developed through static partnership bodies as interactive partnership arrangements – such as stakeholder conferences – can offer a vehicle to engage with service users and to provide a platform for service users to share their views and opinions;
 - joined up partnership arrangements should be undertaken under a clear brand to develop and emphasise a greater sense of purpose and the joined up nature of partnership working within the Education and Care Services Portfolios;
 - partners who have agreed to work within a partnership arrangement should sign up to a 'Partnership Agreement' to emphasise their commitment to undertaking the tasks and actions required by the partnership body, and successful partnerships have a clear purpose and remit, and are supported by sufficient and appropriate levels of resources;
 - information should be presented in a way which is suitable and accessible to members of the public and professionals – including meeting the requirements of the Plain English Campaign – and technology can offer an innovative method to engage with service users through eConsultations, online dialogue with residents such as online forums, and better use of social media; however, it is also essential to acknowledge that this will not be suitable or appropriate with all service users and members of the public;

- the good working relationships that have been developed in Bromley through the historic and current partnership arrangements should be used as a basis for developing and enhancing relationships and partnership arrangements for the future; and
- the role of the service user should be strengthened and empowered in service development, decision-making and service provision.

2.10 Appendix 2 sets out the list of organisations who were included in the benchmarking exercise.

2.11 The newly established Bromley Clinical Commissioning Group (Bromley CCG) is also reviewing its partnership arrangements and as far as possible we have worked in tandem to minimise duplication across the emerging proposals. However, there are very specific legal requirements placed on Bromley CCG and any future arrangements they might develop, in addition to these proposals, will need to take account of these.

3. RECOMMENDATIONS

3.1 The recommendations included below are the result of the analysis of responses to the review, the desktop review, interviews and the benchmarking exercise.

3.2 The recommendations have been developed in line with the new arrangements for the Health and Wellbeing Board, and the implementation, development and review of the Borough's joint Health and Wellbeing Strategy for 2012 to 2015.

3.3 The recommendations from the review can be summarised as:

1. For the Executive Director for Education, Care and Health Services to become the accountable link between the Borough's Health and Wellbeing Board and the new partnership arrangements;
2. To bring together the partnership arrangements into a single, coordinated framework;
3. To create Stakeholder Conferences for adult services and for children services to meet twice a year to actively involve partner agencies and service users in shaping business planning and priorities for the future;
4. To continue to ensure that the Bromley Parent Voice, Bromley Youth Council and the Carers Forum continue to provide effective engagement with service users and their carers to enable them to shape service planning, development and review, and to explore further ways of engaging other service user groups.
5. To develop virtual service user panel(s) which bring together service users, families and carers, and existing partnership group members, to gather views and consult with people on specific services or issues for services, and enable users to shape service development;
6. To transform some partnership groups to task and finish groups with clear terms of reference focused on delivering projects and tasks identified as priorities for the Borough;
7. To encourage particular existing partnership groups to look at options of becoming user led self-funding bodies;

8. To provide appropriate financial and officer support (as necessary) to partnership bodies within the new framework by refocusing the support that are currently provided to those that are to be disbanded; and
9. To routinely review the effectiveness of the partnership arrangements prior to the commencement of each financial year.

The new arrangements

- 3.4 Appendix 3 provides the proposed framework for the new arrangements which have been grouped in four main threads: service user consultative groups, stakeholder events, a virtual service user panel, and task and finish groups.
- 3.4.1 Appendix 4 provides the draft Terms of Reference for the proposed Adult Services Stakeholder Conference.
- 3.4.2 Appendix 5 provides the draft Terms of Reference for the proposed Children's Services Stakeholder Conference.
- 3.4.3 Appendix 7 provides the draft Procedure for Commissioning Task and Finish Project Groups.

Estimated costs of the new arrangements

- 3.5 The estimated direct costs to the London Borough of Bromley through contract and grants, refreshments, and some room bookings of the proposal recommendations is £115,000 for the 12 month period from September 2013 to August 2014.
- 3.6 It should be noted that there will also be additional resource implications on the Council, including Officer and Councillor time spent attending and preparing for meetings, the costs of procurement and contractual activities, and the use of resources and facilities. However, these additional resource implications will be lower than the current arrangements.

Impact on existing arrangements

- 3.7 The recommendations will lead to a number of changes to the existing arrangements.
- 3.8 For some partnership groups, they will be able to continue for a defined period as 'time-limited project groups' focused on finalising and delivering existing projects. For many other partnership groups, the current support and resource arrangements provided by the London Borough of Bromley will be removed.
- 3.9 The stakeholder conferences, service user consultative groups, time limited project groups and virtual panel(s) will better target limited resources to engage with service users and service user representatives.
- 3.10 Appendix 8 sets out the proposals for each existing partnership group.

4. RISKS AND MITIGATIONS FROM THE RECOMMENDATIONS

- 4.1 It is acknowledged that any changes to partnership arrangements, including the proposed recommendations within this review, include a range of risks to partnership working across the Borough.
- 4.2 These include the following key risks and mitigations:

- The changes risk impacting on the relationships built up between existing individuals and partner agencies involved in the current partnership arrangements; however, the proposed recommendations seek to develop enhanced and increasingly strategic relationships within the Borough;
- The changes risk being seen as a backward step in the inclusion of service users and carers; however, the proposed Service User Consultative Groups will seek to ensure that there are still appropriate mechanisms in place for service users and carers to have their say, including at the Stakeholder Conferences; and
- It is expected that the proposals may not be popular with some partner agencies and individuals who are currently actively engaged within the existing partnership arrangements; however, the proposed recommendations seek to develop a revised partnership structure that provides value for money and adds real value to the Borough, and which is appropriately representative of the Borough.

4.3 Due to the current financial climate, this review has sought to maximise the opportunity at this time of considerable change and challenge by rethinking about what partnership arrangements are needed now and in the future. The review has challenged existing thinking about what makes successful partnership working in the Borough and has looked at innovative practice from other local authorities.

4.4 The recommendations aim to achieve a balance of ensuring the existing strengths of partnership working in the Borough are maximised through the implementation of new and innovative ideas and practice.

5. POLICY IMPLICATIONS

5.1 This review is closely aligned to a number of key policies within the London Borough of Bromley including Building a Better Bromley, excellence in the eyes of local people, and the Corporate Operating Principles.

5.2 The recommendations propose a number of significant changes to the way in which the London Borough of Bromley engages with service users and carers, and key partner agencies. This includes a proposal to amend the current arrangements for the Borough's designated Children's Trust Board.

Equality Impact Assessment

5.3 An Equality Impact Assessment has been developed, reviewed and revised throughout the review to ensure that there is no or limited negative impact on one or more of the protected groups: Pregnancy and maternity; Age; Race; Disability; Religion and belief; Gender; Transgender or Transsexual; or Marriage and civil partnership.

5.4 The Assessment (attached in Appendix 9) identified that although there would be an impact on the age, disability, race, and religion and belief groups, this would be nil or a positive impact as the new arrangements are designed to give service users from all sections of the community a stronger, more effective voice in service development, design and review.

6. FINANCIAL IMPLICATIONS

6.1 Section 4 of this report sets out the financial implications of the current partnership arrangements.

- 6.2 Section 5 sets out the estimated financial implications of the proposed new partnership arrangements.

7. LEGAL IMPLICATIONS

As part of the review, the statutory basis and requirements for partnerships have been reviewed. These are:

Children Act 2004

- 7.1 The Children Act 2004 (as amended by the Apprenticeships, Skills, Children and Learning Act 2009) which put a Duty on local authorities to:
- (a) make arrangements to promote cooperation between the local authority and named local partners with a view to improving the wellbeing of children in the authority's area so far as relating to:
 - i. physical and mental health and emotional well-being,
 - ii. protection from harm and neglect,
 - iii. education, training and recreation,
 - iv. the contribution made by them to society, and
 - v. social and economic well-being;
 - (b) establish and maintain a Children's Trust Board consisting of the local authority and named local partners to oversee the cooperation arrangements;
 - (c) have the ability to establish and maintain a pooled fund to support the Children's Trust Board and supporting cooperation arrangements; and
 - (d) establish a Local Safeguarding Children Board consisting of the local authority and named local partners to oversee children's safeguarding arrangements in the Borough.
- 7.2 The named local (relevant) partners are: London Borough of Bromley, Bromley Clinical Commissioning Group, maintained schools, maintained special schools, Academy schools, Bromley College of Further and Higher Education, Metropolitan Police Service, London Probation Trust, South London Sub Regional Unit (as provider of services under Section 114 of the Learning and Skills Act 2000) and Jobcentre Plus (as provider of services under Section 2 of the Employment and Training Act 1973).
- 7.3 It is important to note that this Duty has not been repealed, and therefore, the Council must ensure an appropriate body has the designated powers of the Children's Trust Board. It is proposed that the Children's Services Stakeholder Conference would perform this function.

Local Government and Public Involvement in Health Act 2007

- 7.4 The Local Government and Public Involvement in Health Act 2007 puts a Duty on local authorities to inform, consult and/or involve representatives of the local community when the authority considers it appropriate in the exercise of any of its functions by providing information about the exercise of the function, consulting about the exercise of the function, or involving in another way.

Child Poverty Act 2010

- 7.5 The Child Poverty Act 2010 puts a Duty on local authorities to:
- (a) make arrangements to promote cooperation between the local authority and named local partners to tackle child poverty; and
 - (b) develop a Child Poverty Needs Assessment and Child Poverty Strategy for the Borough.
- 7.6 The named local (relevant) partners are: London Borough of Bromley, Bromley Clinical Commissioning Group, Metropolitan Police Service, Transport for London, and Jobcentre Plus.

Localism Act 2011

- 7.7 The Localism Act 2011 contains a wide range of measures to devolve more powers to Councils and neighbourhoods, and to give communities greater control over local decisions.

Health and Social Care Act 2012

- 7.8 The Health and Social Care Act 2012 puts a Duty on local authorities to establish a Health and Wellbeing Board consisting of the local authority and named local partners to advance the health and wellbeing of the residents of the Borough.
- 7.9 The named local (relevant) partners are: London Borough of Bromley, Bromley Clinical Commissioning Group, and Healthwatch Bromley.
- 7.10 The Health and Wellbeing Board must oversee the creation of a Health and Wellbeing Strategy and the annual Joint Strategic Needs Assessment for the Borough.

Questionnaire and Interviews: List of Responses and Interviewees

Responses to the consultation

In total there were **16 (21%) formal responses** during the consultation period covering the following partnership bodies:

Partnership Body	No. of Responses	Partnership Body	No. of Responses
Bromley 14-19 Partnership	1	Children and Families Voluntary Sector Forum	1
Bromley Children and Young People Partnership Board	3	Early Years Development and Childcare Partnership	2
Bromley Council on Ageing (and Older Peoples Panel)	1	Health, Social Care and Housing Partnership Board	1
Bromley Mobility Forum	1	Learning Disability Partnership Board	2
Bromley Safeguarding Children Board	1	Mental Health Forum	1
Carers Partnership Group	1	Mental Health Partnership Group	1

In addition to the responses above:

- **responses** were also received from Experts by Experience (XbyX) and the Voluntary Sector Reference Group which were not considered within the review; however, the comments raised by both groups have been included in the analysis and have helped shape the recommendations; and
- **interviews** were held with:
 - the Executive Director of Education and Care Services from the London Borough of Bromley;
 - the Director of Public Health from the London Borough of Bromley;
 - the Commissioning Management Team within the London Borough of Bromley;
 - the Assistant Director (Integrated Commissioning and Partnerships) from Bromley Clinical Commissioning Groups;
 - the Borough Partnerships Manager of the Metropolitan Police Service;
 - the Voluntary Sector Reference Group;
 - the Chief Executive of Bromley Mencap;
 - the Chair, Development Officer and Development Advisor of the Children and Families Voluntary Sector Forum; and
 - the South East London Lead for Public Health Transition from NHS London.

Benchmarking Exercise: Information Sources

The benchmarking exercise included a review of information provided by the following organisations:

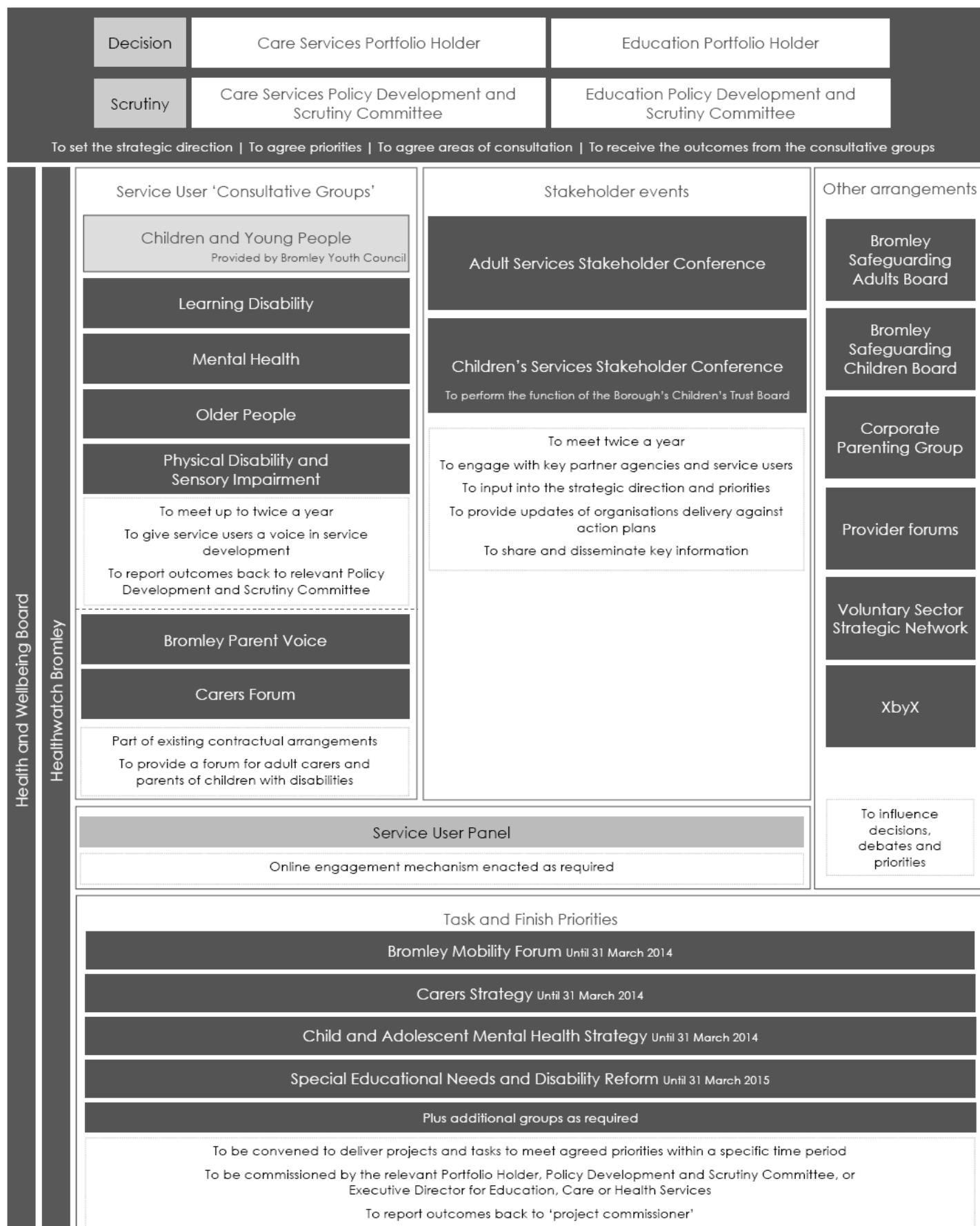
Local authorities		
<ul style="list-style-type: none"> Blackburn with Darwen Council Bolton Council Brighton and Hove City Council Bristol City Council Calderdale Council Cotswold District Council Cumbria County Council Darlington Borough Council Derbyshire County Council Devon County Council and NHS Devon Doncaster Council East Riding of Yorkshire Council 	<ul style="list-style-type: none"> East Sussex County Council Kent County Council Lancashire County Council Leeds City Council Medway Council Middlesbrough Council Newcastle City Council Nottingham City Council Plymouth City Council St Albans City and District Council The London Borough of Barking and Dagenham The London Borough of Barnet 	<ul style="list-style-type: none"> The London Borough of Bexley The London Borough of Harrow The London Borough of Kingston The London Borough of Lewisham The London Borough of Merton The London Borough of Newham The London Borough of Tower Hamlets Trafford Council Warwickshire County Council

Other organisations		
<ul style="list-style-type: none"> adragonsbestfriend.wordpress.com Audit Commission Cabinet Office Carl Taylor Consultants Ltd City of New York CommDev Commissioning Support Programme Community Links Bromley Compact Voice 	<ul style="list-style-type: none"> Helpful Technology Ltd HM Treasury Home Office Institute for Government Maven Training Nearpod NESTA new economics foundation NHS Confederation Ofsted 	<ul style="list-style-type: none"> State Government of Victoria The Democratic Society The Design Council The Digital Engagement Guide The Fiscal Policy Studies Institute The Guardian online Voluntary Sector Network The Health and Social Care Partnership The Ipswich Hospital NHS Trust

Other organisations

<ul style="list-style-type: none"> Continuity Central Delib Limited Department of Health Department for Work and Pensions East Surrey Clinical Commissioning Group eNgageSpace Equality and Human Rights Commission Evirias Government of the Netherlands 	<ul style="list-style-type: none"> Partners In EXCELLENCE Partnership for Public Service PIPC Cognizant Program Management Public Agenda Center for Advances in Public Engagement Results Leadership Group Richard Selwyn Social Care Institute for Excellence stakeholdermap.com 	<ul style="list-style-type: none"> The Knowledge Biz Ltd The Office of the President-elect The Plain English Campaign The State of Queensland Department of Public Works The Young Foundation thinkpublic Tyze Personal Networks
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The Proposed Framework of Partnership Working with Service Users and Other Partners



Adult Services Stakeholder Conference: Draft Terms of Reference

Purpose of the Adult Services Stakeholder Conference

The Adult Services Stakeholder Conference exists to provide a formal mechanism for the London Borough of Bromley to ensure that key partner agencies, service users and carers within the Borough can influence and shape key business planning priorities.

Key responsibilities Adult Services Stakeholder Conference

- To provide a function for the Borough as proposed within Section 4 of the Care and Support Bill 2012 by providing an arrangement whereby the London Borough of Bromley and the 'relevant partners'¹ (those who have a duty to cooperate) can co-operate to improve the wellbeing of adults in the Borough
- To monitor the delivery of the priorities for adults and their carers within the Borough's Health and Wellbeing Strategy
- To directly input in to the development of the annual priorities of the London Borough of Bromley and the 'relevant partners' for services provided to, and for, adults and their carers in the Borough
- To suggest potential areas where it would be beneficial for the London Borough of Bromley to commission 'task and finish groups' to jointly improve services to, and for, adults and their carers
- To communicate and disseminate key service developments, legislative and policy changes, and other key information to the organisations which provide services to, and for, adults and their carers

Outcomes to be achieved by the Adult Services Stakeholder Conference

The Adult Services Stakeholder Conference will seek to support the London Borough of Bromley and key partner agencies to improve the wellbeing of adults and their carers in the Borough by focusing on:

- Ensuring the physical and mental health and emotional wellbeing of adults and their carers
- Ensuring the protection of adults and their carers from abuse and neglect
- Increasing the control by the adult over day-to-day life (including over the care and support provided to the adult and the way in which it is provided)
- Encouraging the participation of adults and their carers in work, education, training or recreation
- Supporting the social and economic wellbeing of adults and their carers
- Encouraging positive domestic, family and personal relationships of adults and their carers
- Increasing the adult's contribution of adults and their carers to society

¹ The 'relevant partners' are: London Borough of Bromley, Bromley Clinical Commissioning Group, South London Healthcare NHS Trust, Oxleas NHS Foundation Trust, Metropolitan Police Service, London Probation Trust

Accountability of the Adult Services Stakeholder Conference

The Adult Services Stakeholder Conference will report into the relevant Portfolio Holder, the relevant Policy Development and Scrutiny Committee within the Council and/or the Health and Wellbeing Board.

Membership of the Adult Services Stakeholder Conference

The membership of the Adult Services Stakeholder Conference will consist of the 'relevant partners', and representatives from the Service User Consultative Groups, the private sector and the voluntary and community sector.

The Adult Services Stakeholder Conference will be chaired by the London Borough of Bromley's Executive Director for Education, Care and Health Services.

Frequency of meetings of the Adult Services Stakeholder Conference

- The Adult Services Stakeholder Conference will be held twice per year as part of the programmed annual partnership calendar
- Additional meetings of the Adult Services Stakeholder Conference can be arranged by the Chair with 14 days notice as required
- Details of the meetings, including the agenda, minutes and relevant papers, will be posted on our website at least 5 working days before the date of the meeting (www.bromleypartnerships.org)
- Draft minutes of the previous Adult Services Stakeholder Conference will be published on the website within 15 working days of the meeting, following clearance from the Chair, and formal approval for the minutes will be sought at the following meeting of the Adult Services Stakeholder Conference

Accessibility

Meetings of the Adult Services Stakeholder Conference should be fully accessible to all members:

- Meetings will be held at a time and location which will not disadvantage members
- Papers for the Adult Services Stakeholder Conference will be available electronically on the Partnership website; however, members can request papers in hard copy if needed and electronic versions of the papers will be formatted so they are accessible to those with visual impairments
- Presentations and reports should be accessible to all, using plain English and avoiding jargon and acronyms

Contact officer for the Adult Services Stakeholder Conference

The contact officer for the Adult Services Stakeholder Conference is Denise Mantell, Partnership Development Officer, who can be contacted on denise.mantell@bromley.gov.uk or 020 8313 4113.

Children's Services Stakeholder Conference: Draft Terms of Reference

Purpose of the Children's Services Stakeholder Conference

The Children's Services Stakeholder Conference exists to provide a formal mechanism for the London Borough of Bromley to ensure that key partner agencies, service users, parents and carers within the Borough can influence and shape key business planning priorities.

Key responsibilities Children's Services Stakeholder Conference

- To provide the Children's Trust Board function for the Borough as required by Section 12A of the Children's Act 2004 by providing an arrangement where the London Borough of Bromley and the 'relevant partners'² (those who have a duty to cooperate through Section 10) can co-operate to improve the wellbeing of children and young people in the Borough
- To receive the annual report from the Bromley Safeguarding Children Board as required by Section 14A of the Children Act 2004
- To monitor the delivery of the priorities for children, young people, and parents and carers within (a) the Borough's Health and Wellbeing Strategy and (b) the Borough's Children's Strategy
- To directly input in to the development of the annual priorities of the London Borough of Bromley and the 'relevant partners' for services provided to, and for, children, young people, and parents and carers in the Borough
- To suggest potential areas where it would be beneficial for the London Borough of Bromley to commission 'task and finish groups' to jointly improve services to, and for, children, young people, and parents and carers
- To communicate and disseminate key service developments, legislative and policy changes, and other key information to the organisations which provide services to, and for, children, young people, and parents and carers

Outcomes to be achieved by the Children's Services Stakeholder Conference

The Children's Services Stakeholder Conference will seek to support the London Borough of Bromley and key partner agencies to improve the wellbeing of children, young people, and parents and carers in the Borough by focusing on:

- Improving the physical and mental health and emotional wellbeing of children and young people
- Ensuring the protection of children and young people from harm and neglect
- Ensuring children and young people are able to access good quality education, training and recreation opportunities
- Encouraging children and young people to make a positive contribution to society
- Supporting the social and economic wellbeing of children and young people

² The 'relevant partners' are: London Borough of Bromley, Bromley Clinical Commissioning Group, Metropolitan Police Service, London Probation Trust, schools, Bromley College of Further and Higher Education, and Jobscentre Plus

Accountability of the Children's Services Stakeholder Conference

The Children's Services Stakeholder Conference will report into the relevant Portfolio Holder, the relevant Policy Development and Scrutiny Committee within the Council and/or the Health and Wellbeing Board.

Membership of the Children's Services Stakeholder Conference

The membership of the Children's Services Stakeholder Conference will consist of the 'relevant partners', and representatives from the Service User Consultative Groups, the private sector and the voluntary and community sector.

The Children's Services Stakeholder Conference will be chaired by the London Borough of Bromley's Executive Director for Education, Care and Health Services.

Frequency of meetings of the Children's Services Stakeholder Conference

- The Children's Services Stakeholder Conference will be held twice per year as part of the programmed annual partnership calendar
- Additional meetings of the Children's Services Stakeholder Conference can be arranged by the Chair with 14 days notice as required
- Details of the meetings, including the agenda, minutes and relevant papers, will be posted on our website at least 5 working days before the date of the meeting (www.bromleypartnerships.org)
- Draft minutes of the previous Children's Services Stakeholder Conference will be published on the website within 15 working days of the meeting, following clearance from the Chair, and formal approval for the minutes will be sought at the following meeting of the Children's Services Stakeholder Conference

Accessibility

Meetings of the Children's Services Stakeholder Conference should be fully accessible to all members:

- Meetings will be held at a time and location which will not disadvantage members
- Papers for the Children's Services Stakeholder Conference will be available electronically on the Partnership website; however, members can request papers in hard copy if needed and electronic versions of the papers will be formatted so they are accessible to those with visual impairments
- Presentations and reports should be accessible to all, using plain English and avoiding jargon and acronyms

Contact officer for the Children's Services Stakeholder Conference

The contact officer for the Children's Services Stakeholder Conference is Denise Mantell, Partnership Development Officer, who can be contacted on denise.mantell@bromley.gov.uk or 020 8313 4113.

Draft Procedure for Commissioning Task and Finish Project Groups

Introduction

The Portfolio Holders for Care Services and Education, and the Executive Director of Education, Care and Health Services, have the ability to commission Task and Finish Project Groups to support them to deliver their functions within the framework of partnership working with service users and other partners.

Task and Finish Project Groups are:

“temporary working groups that are created for the purpose of delivering one or more outputs according to a specified business case within a specific timeframe”.

This document sets out the procedure that the Portfolio Holders and the Executive Director will use to commission Task and Finish Project Groups.

Steps for commissioning a new Task and Finish Project Group

New Task and Finish Project Group must be commissioned by either the Portfolio Holders for Care Services and Education, or the Executive Director of Education, Care and Health Services.

To commission a new Task and Finish Project Group, the following steps must be completed:

- A Project Scoping/Project Brief must be drafted to define:
 - the aims and objectives
 - the outcomes to be achieved
 - projected timeframe
 - resources required
 - key risks
- The Project Scoping/Project Brief must be agreed by the Executive Director of Education, Care and Health Services
- A Progress Report must be regularly reported to the Executive Director of Education, Care and Health Services to outline progress including the milestones achieved and any key issues or concerns arising during the lifetime of the Task and Finish Project Group
- A Completion Report must be reported to the Executive Director of Education, Care and Health Services at the end of the project to outline the outcomes achieved through the Task and Finish Project Group

Further information

For further information, advice or support please contact Michael Watts, Senior Planning and Development Officer on michael.watts@bromley.gov.uk or 020 8461 7608.

Recommendations for Existing Partnership Bodies

Current position			Outcome from review		
Name	Purpose	Funding	Recommendation	Justification	Funding Implications
Active Involvement Strategy Group [subgroup to Bromley Children and Young People Partnership Board]	To ensure that children, young people, parents and carers are effectively involved in the planning, delivery and evaluation of services provided for them by developing, implementing and monitoring of the active involvement strategy, <i>Get Involved!</i> .	None	Remove administrative support provided by the London Borough of Bromley and end the group from September 2013	This group is no longer required within the new framework	None
Bromley 14-19 Collaborative [subgroup to Bromley Children and Young People Partnership Board]	To provide effective collaborative leadership and strategic direction of all aspects of 14-19 strategy in Bromley	None	Remove administrative support provided by the London Borough of Bromley and end the group	This groups is no longer required by central government The partnership has already unofficially folded	None
Bromley Children and Young People Partnership Board	To oversee the arrangements to support cooperation for improving children's wellbeing under Section 10 of the Children Act 2004 To perform the role of Bromley's Children's Trust Board as required by Children Act 2004 To coordinate the partnership arrangements within Bromley to improve the wellbeing of children and young people, and their parents and carers To oversee the delivery of Bromley's Health and Wellbeing Strategy 2012 to 2015 which relate to children and young people services To oversee the delivery of Building Better Futures for All, Bromley's Children's Strategy 2012 to 2015	None	Replace with the Children's Services Stakeholder Conference	There is Statutory requirement to have a body which performs the role of Bromley's Children's Trust Board as required by Children Act 2004 Would create an opportunity to actively engage with a wide range of stakeholders to influence and shape priority setting Would provide a channel to provide updates on the delivery of Bromley's Health and Wellbeing Strategy 2012 to 2015 Would provide a channel to provide updates on the delivery of Building Better Futures for All, Bromley's Children's Strategy 2012 to 2015	None

Current position			Outcome from review		
Name	Purpose	Funding	Recommendation	Justification	Funding Implications
Bromley Children and Young People Partnership Forum [annual conference of the Bromley Children and Young People Partnership Board]	To bring together representatives from the key organisations within the Bromley Children and Young People Partnership along with children, young people, parents and carers to influence and shape priority setting To enable the dissemination of information	None	Remove administrative support provided by the London Borough of Bromley and end the group	This would be provided through the Children's Services Stakeholders Conference	None
Bromley Parent Voice [service user engagement body]	To ensure that parents and carers are involved in the Special Educational Needs and Disability Pathfinder Programme To enable the dissemination of information	£30,000 per annum	Maintain as a service user engagement body	The service user engagement body is a requirement of the Special Educational Needs and Disability Pathfinder Programme supporting the development and implementation of the reforms	The Contract runs until 30 September 2013 – with a possible extension of 2 years
Child and Adolescent Mental Health Services (CAMHS) Strategy Group [subgroup to Bromley Children and Young People Partnership Board]	To provide a strategic overview of CAMHS in Bromley To lead the implementation of the CAMHS Strategy	None	Replace with a specific Time-Limited Project Group until 31 March 2014 to review and revise CAMHS Strategy	The CAMHS Strategy needs to be updated following the 2012 CAMHS needs assessment	None
Children and Families Voluntary Sector Forum [provider engagement body]	To act as a primary point of access to a diverse range of voluntary and community sector organisations that work with children, young people, and their parents and carers in the borough of Bromley for joint planning, consultation and representation purposes	£18,550 per annum	Opportunity for the forum to look at options of becoming self-funding London Borough of Bromley funding will be available until November 2013	Community Links Bromley and the Voluntary Sector Strategic Network will be encouraged to increase and strengthen their support for the children and families sector	The Contract has been extended until 31 March 2014 with a 3 month break clause

Current position			Outcome from review		
Name	Purpose	Funding	Recommendation	Justification	Funding Implications
Commissioning Strategy Group [subgroup to Bromley Children and Young People Partnership Board]	<p>To lead on the development and implementation of the Commissioning Strategy Framework for the Bromley Children and Young People Partnership.</p> <p>To report directly to the Bromley Children and Young People Partnership Board on commissioning arrangements and developments within the partnership</p>	None	Remove administrative support provided by the London Borough of Bromley and end the group from September 2013	The Strategy Group has already unofficially folded	None
Early Years Development and Childcare Partnership [provider engagement body]	To bring together all stakeholder (including schools and the independent sector) to develop early education and childcare services	£4,000 per annum	Transfer to 'Provider Forum' status under the Commissioning Division of the London Borough of Bromley	Acts as a provider forum with the very large independent early years sector in the Borough	The Contract runs until 31 March 2016
Health, Social Care and Housing Partnership Board	<p>To co-ordinate inter-agency effort to promote the health and well-being of Bromley residents, and reduce the effects of disadvantage that contribute to health inequalities</p> <p>To improve the effectiveness and integration of services commissioned by the Council and PCT</p> <p>To maintain a strategic overview of the policies and priorities affecting equitable access to the services and activities that promote independence, protect vulnerable adults, and enhance social inclusion and quality of life for Bromley residents</p>	None	Replace with the Adult Services Stakeholder Conference	<p>Would create an opportunity to actively engage with a wide range of stakeholders to influence and shape priority setting</p> <p>Would provide a channel to provide updates on the delivery of Bromley's Health and Wellbeing Strategy 2012 to 2015</p>	None

Current position			Outcome from review		
Name	Purpose	Funding	Recommendation	Justification	Funding Implications
Lead Officers Planning Group [supports the Health, Social Care and Housing Partnership Board]	To support and monitor the successful delivery of joint working arrangements by the Delivery Partnerships	None	Cease and end the group	Not required within the new structure	None

Impact Assessment

The full assessment can be accessed at [LINK](#)

London Borough of Bromley

PART 1 - PUBLIC

**Briefing for Education Policy Development and Scrutiny Committee
Tuesday 02 July 2013**

**BROMLEY ACADEMY PROGRAMME &
FREE SCHOOL UPDATE**

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1. Summary

- 1.1 This is the sixteenth report produced since July 2010 to ensure Members are kept up-to-date on the Academies Programme in Bromley. 63% of Bromley schools have now either converted to academy status, are in a formal process of conversion to academy status or are actively exploring conversion to academy status.
- 1.2 Currently there are no Free Schools within Bromley, however in May 2013 DfE approved three schools to be setup for September 2014. These were detailed as an Information Item on 'Free School Update' to Education Policy Development and Scrutiny Committee at the 19 March 2013 meeting.

2. **THE BRIEFING**

- 2.1 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.
- 2.2 Below is the position in Bromley regarding academy conversion as at 19th June 2013. There are currently 17 schools in the process of converting with a further 12 potential conversions.

Type	Converted		Maintained - Conversion in Progress		Maintained - Potential Conversion		Maintained		Total	
Secondary	16	94%	1	6%	0	0%	0	0%	17	100%
Primary	15	20%	16	22%	13	18%	30	40%	74	100%
Special	0	0%	0	0%	0	0%	4	100%	4	100%
Total	31	33%	17	18%	13	14%	34	35%	95	100%

- 2.3 Appendix 1 provides an overview of individual schools that have converted to academy status and those either in the process of conversion or are considering conversion.
- 2.4 Since the last report to the Education PDS Committee there have been a significant number of developments:
- **Malcolm Primary School** is in the process of converting to academy status as a sponsored academy with the Harris Federation, with a planned conversion date of 1 September 2013. The Academy Action Plan has been completed and the Academy Order is in progress;
 - **Grays Farm Primary School** is in the process of converting to academy status as a sponsored academy with the Kemnal Academies Trust with a planned conversion date of 1 September 2013. The Academy Action Plan has been completed and the Academy Order is in progress.
 - **Royston Primary School** is in the process of converting to academy status as a sponsored academy with the Harris Federation, with a planned conversion date of 1 September 2013.
 - **A number of schools** have commenced consultation with parents on a proposal to convert to academy status as part of a chain of eight schools. The schools in the proposed chain are **Alexandra Infants, Alexandra Juniors, Highfield Infants, Highfield Juniors, Farnborough Primary, Manor Oak Primary, Perry Hall Primary and Raglan Primary**. Applications for academy status for the majority of these schools have been received by DfE.
 - **The Catholic Schools** are in exploratory discussions about converting to academy status as part of an umbrella trust with the Diocese. Four Schools have applied to the DfE St Vincents, St Marys, St Peter and St Pauls and St Josephs.
 - **Parish Primary School** is in the process of conversion to academy status as part of a multi-academy trust with Bishop Justus School. The planned conversion date was set for 1 June 2013.
 - **A further ten** schools have notified the LA of their intent either to convert to Academy status or to undertake consultation on conversion to academy status. At this time, formal

decisions may not have been taken by the Governing Body to proceed for some schools and therefore they are not identified in this report.

- 2.5 Bromley continues to have one of the highest numbers of academy conversions in the London region and nationally with 33% of schools having converted and a further 30% of schools either formally in the process of conversion or actively exploring conversion (via public consultation with parents or through informal notification to the LA of resolving to apply for academy status.
- 2.6 There have been a number of actions taken since the last meeting of the Education PDS Committee in March 2013 to ensure that the Council's commitment to the Government's academy agenda is fulfilled. The local authority:
- has had ongoing meetings of the academy project group of senior officers from education, HR, commissioning, legal and property services to support schools converting to academy status;
 - is completing a 'mapping' exercise of the existing and developing primary school partnerships to plan for conversions of groups of schools;
 - is meeting with local schools to discuss the benefits of academy conversion and different models for conversion;
 - is preparing a 'roadshow' for schools to provide further information on academies and the process of conversion.
- 2.7 Following submission to the DfE, three free schools were approved in May 2013, to open in September 2014 and subject to the usual local planning conditions, etc being fully met. The schools are:
- The Harris Federation - two forms of entry (60 places per year) All through Primary Free School - on the site of the existing Harris Beckenham Secondary
 - The Harris Federation Two forms of entry (60 places per year) All through Primary Free School – Bromley area, probably on the Kingswood site
 - Bromley Bilingual Primary School (in partnership with the Council for British Teachers) Two forms of entry, opening with two Reception classes, one Year 1 class and one Year 2 class in September 2014 – site not known

The Harris Aspire Free School offering alternative provision will also open in September 2013 on temporary sites.

APPENDIX 1 ACADEMY DEVELOPMENTS IN BROMLEY (AS AT 19th June 2013)

1. Schools which have Converted to Academy Status

1.1 Primary Phase Schools

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	The Pioneer Academy (formerly 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
13	St James' RC Primary School	Conversion	1 April 2012
14	Crofton Infant School	Conversion	1 September 2012
15	Hillside Primary School	Sponsored Conversion	1 September 2012

1.2 Secondary Phase Schools

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

SECONDARY SCHOOLS		POSITION	TIMESCALE
6	Charles Darwin School	Conversion	1 April 2011
7	Hayes School (Bromley) (formerly Hayes School)	Conversion	1 April 2011
8	Langley Park School for Boys	Conversion	1 April 2011
9	Newstead Wood School (formerly 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	Harris Academy Beckenham (formerly Kelsey Park Sports College)	Sponsored Conversion	1 September 2011
15	Harris Academy Bromley (formerly Cator Park School)	Conversion	1 September 2011
16	The Priory School	Conversion	1 May 2012

2. Schools Either Considering or in the Process of Conversion to Academy Status

2.1 Primary Phase Schools

PRIMARY SCHOOLS		POSITION	TIMESCALE
1	Royston Primary School	Sponsored conversion with Harris Federation. Consultation on proposal completed December 2012. Awaiting confirmation of Academy Order.	1 September 2013
2	Grays Farm	Proposed sponsored conversion with Kemnal Academies Trust.	1 September 2013
3	Malcolm Primary School	Formal Governing Body decision to apply for conversion as sponsored academy with Harris Federation (14 Jan 13)	1 September 2013
4	Alexandra Infants	Consultation with parents on proposal to convert to academy status as part of a chain of eight schools (Alexandra Infants, Alexandra Juniors, Highfield Infants, Highfield Juniors, Farnborough, Manor Oak, Perry Hall and Raglan). Notification given to LA 28 January 2013. Contact from Solicitors acting on behalf of group of schools to commence CTA discussion – 15 April 2013	Academy Order Approved 19 June Conversion Date Sept 2013
5	Alexandra Juniors	Consultation with parents on proposal to convert to academy status as part of a chain of eight schools (Alexandra Infants, Alexandra Juniors, Highfield Infants, Highfield Juniors, Farnborough, Manor Oak, Perry Hall and Raglan). Notification given to LA 28 January 2013. Contact from Solicitors acting on behalf of group of schools to commence CTA discussion – 15 April 2013. Application received by DfE (April 2013 list)	Academy Order Approved 17 June Conversion Date Sept 2013
6	Farnborough Primary	Consultation with parents on proposal to convert to academy status as part of a chain of eight schools (Alexandra Infants, Alexandra Juniors, Highfield Infants, Highfield Juniors, Farnborough, Manor Oak, Perry Hall and Raglan). Notification given to LA 28 January 2013. Contact from Solicitors acting on behalf of group of schools to commence CTA discussion – 15 April 2013. Application received by DfE (April 2013 list)	Academy Order Approved 20 June Conversion Date Nov 2013
7	Highfield Infants	Consultation with parents on proposal to convert to academy status as part of a chain of eight schools (Alexandra Infants, Alexandra Juniors, Highfield Infants, Highfield Juniors, Farnborough, Manor Oak, Perry Hall and Raglan). Notification given to LA 28 January 2013. Contact from Solicitors acting on behalf of group of schools to commence CTA discussion – 15 April 2013. Application received by DfE (April 2013 list)	Academy Order Approved 20 June Conversion Date Sept 2013
8	Highfield Juniors	Consultation with parents on proposal to convert to academy status as part of a chain of eight schools (Alexandra Infants, Alexandra Juniors, Highfield Infants, Highfield Juniors, Farnborough, Manor Oak, Perry Hall and Raglan).	Academy Order Approved June

PRIMARY SCHOOLS		POSITION	TIMESCALE
		Notification given to LA 28 January 2013. Contact from Solicitors acting on behalf of group of schools to commence CTA discussion – 15 April 2013 Application received by DfE (May 2013 list)	Conversion Date Oct 2013
9	Holy Innocents Catholic Primary School	Consultation on Academy status on website – March 2013. No formal notification to LA. Notification that conversion as part of an umbrella trust with local catholic schools is being explored by the Diocese. Application received by DfE (June 2013) list	TBC
10	Manor Oak Primary	Consultation with parents on proposal to convert to academy status as part of a chain of eight schools (Alexandra Infants, Alexandra Juniors, Highfield Infants, Highfield Juniors, Farnborough, Manor Oak, Perry Hall and Raglan). Notification given to LA 28 January 2013. Contact from Solicitors acting on behalf of group of schools to commence CTA discussion – 15 April 2013. Application received by DfE (May 2013 list)	Academy Order Approved 20 June Conversion Date Nov 2013
11	Mottingham	Notification to LA of Governing Body decision on 13 March 2013 to convert as a stand alone academy Application received by DfE (May 2013 list)	Decision to be sent out 14/6
12	Parish Primary School	Confirmation to LA (13 February 2013) of intent to convert to Academy status as a Multi-Academy Trust with Bishop Justus C of E school.	Academy Order approved Conversion Date August
13	Perry Hall Primary	Consultation with parents on proposal to convert to academy status as part of a chain of eight schools (Alexandra Infants, Alexandra Juniors, Highfield Infants, Highfield Juniors, Farnborough, Manor Oak, Perry Hall and Raglan). Notification given to LA 28 January 2013. Contact from Solicitors acting on behalf of group of schools to commence CTA discussion – 15 April 2013. Application received by DfE (April 2013 list)	November 2013
14	Raglan Primary	Consultation with parents on proposal to convert to academy status as part of a chain of eight schools (Alexandra Infants, Alexandra Juniors, Highfield Infants, Highfield Juniors, Farnborough, Manor Oak, Perry Hall and Raglan). Notification given to LA 28 January 2013. Contact from Solicitors acting on behalf of group of schools to commence CTA discussion – 15 April 2013. Application received by DfE (April 2013 list)	Academy Order approved Conversion Date September of 2013
15	St Josephs	Consultation on Academy status on website – January 2013. No formal notification to LA. Notification that conversion as part of an umbrella trust with local catholic schools is being explored by the	October conversion

PRIMARY SCHOOLS		POSITION	TIMESCALE
		Diocese. Application received by DfE (June 2013 list)	
16	St Vincents	Consultation on Academy status on website – January 2013. No formal notification to LA. Notification that conversion as part of an umbrella trust with local catholic schools is being explored by the Diocese. Application received by DfE (June 2013 list)	October conversion
17	Burnt Ash Primary School	Burnt Ash is consulting with parents on the question of conversion to academy status (March 2013) No formal application logged by DfE as yet.	TBC
18	Hawes Down Infants	Confirmation to LA of intent to submit Expression of Interest to DfE – 31 January 2013 Consultation (April 2013) on conversion to academy status potentially as part of an umbrella trust (including Langley Boys, Langley Girls, Pickhurst Infants, Hayes Primary, Hayes Secondary) No formal application logged by DfE as yet.	TBC
19	James Dixon Primary School	Notification 15 February 2013 of Governor decision to apply for academy conversion No formal application logged by DfE as yet.	TBC
20	Southborough Primary	Southborough is consulting with parents on the question of conversion to academy status (March 2013) No formal application logged by DfE as yet.	TBC
21 to 25	Southborough Schools – collaborative or umbrella academy trust (Burnt Ash, Leasons, Southborough, Chelsfield, Scotts Park, Bickley, Oaklands)	Information notification to Assistant Director of Education No formal application logged by DfE as yet.	TBC
26	St Johns	Sponsored academy with Diocese of Rochester acting as sponsor. No formal application logged by DfE as yet.	TBC
27	St. Marys RC Primary School	Formal consultation on academy conversion – 12 October 2012. Notification that conversion as part of an umbrella trust with local catholic schools is being explored by the Diocese. No formal application logged by DfE as yet.	TBC
28	St Peter and St Pauls	Consultation on Academy status on website – January 2013. No formal notification to LA. Notification that conversion as part of an umbrella trust with local catholic schools is being explored by the Diocese. No formal application logged by DfE as yet.	TBC

2.2 Secondary Phase Schools

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