



THE LONDON BOROUGH
www.bromley.gov.uk

BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

TELEPHONE: 020 8464 3333

CONTACT: Philippa Gibbs
philippa.gibbs@bromley.gov.uk

DIRECT LINE: 020 8461 7638

FAX: 020 8290 0608

DATE: 26 June 2018

To: Members of the
EDUCATION, CHILDREN AND FAMILIES SELECT COMMITTEE

Councillor Nicholas Bennett J.P. (Chairman)
Councillor Neil Reddin FCCA (Vice-Chairman)
Councillors Marina Ahmad, Kathy Bance MBE, Yvonne Bear, Judi Ellis, Chris Pierce,
Will Rowlands and Stephen Wells

Church Representatives with Voting Rights
Reverend Roger Bristow and Joan McConnell

Parent Governor Members with Voting Rights
Emmanuel Arbenser, 2 x Parent Governor Representative (vacancy)

Non-Voting Co-opted Members
Tajana Reeves, (Young People's Representative)

A meeting of the Education, Children and Families Select Committee will be held at
Committee Rooms, Bromley Civic Centre on **WEDNESDAY 4 JULY 2018 AT 7.00
PM**

MARK BOWEN
Director of Corporate Services

Paper copies of this agenda will not be provided at the meeting. Copies can be printed off at <http://cds.bromley.gov.uk/>. Any member of the public requiring a paper copy of the agenda may request one in advance of the meeting by contacting the Clerk to the Committee, giving 24 hours notice before the meeting.

Items marked for information only will not be debated unless a member of the Committee requests a discussion be held, in which case please inform the Clerk 24 hours in advance indicating the aspects of the information item you wish to discuss

All Committee Members are invited to the Preparation Meeting which will take place from 6.30pm in the Committee Rooms at the Civic Centre.

A G E N D A

PART 1 (PUBLIC) AGENDA

Note for Members: Members are reminded that Officer contact details are shown on each report and Members are welcome to raise questions in advance of the meeting.

STANDARD ITEMS

1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

2 APPOINTMENT OF CO-OPTED MEMBERS 2018/19 (Pages 5 - 8)

3 DECLARATIONS OF INTEREST

4 MINUTES OF THE EDUCATION, CHILDREN & FAMILIES SELECT COMMITTEE MEETING HELD ON 27 FEBRUARY 2018 (Pages 9 - 20)

5 QUESTIONS TO THE SELECT COMMITTEE CHAIRMAN FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING

In accordance with the Council's Constitution, questions to the Chairman of this Committee must be received in writing 4 working days before the date of the meeting and must relate to the work of the scrutiny committee. Please ensure questions are received by the Democratic Services Team by 5pm on Thursday 28th June 2018.

6 MATTERS ARISING, UPDATE ON PREVIOUS RECOMMENDATIONS, AND WORK PROGRAMME (Pages 21 - 52)

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

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

In accordance with the Council's Constitution, questions to the Education, Children & Families Portfolio Holder must be received in writing 4 working days before the date of the meeting and must relate to the work of the Portfolio. Please ensure questions are received by the Democratic Services Team by 5pm on Thursday 28th June 2018.

8 PORTFOLIO HOLDER UPDATE

9 VERBAL UPDATE: OFSTED INSPECTION

SELECT COMMITTEE CONSIDERATION

SUBSTANTIVE ITEM: POST-16 NON-UNIVERSITY TECHNICAL EDUCATION AND APPRENTICESHIP OPPORTUNITIES IN BROMLEY

10 WRITTEN EVIDENCE: (Pages 53 - 62)

- (A) BROMLEY COUNCIL APPRENTICESHIP SCHEME**
- (B) INFORMATION FROM LONDON AND SOUTH EAST COLLEGE (to follow)**
- (C) ARTICLE FROM *THE TIMES* – 18th May 2018**
- (D) CALL FOR EVIDENCE FEEDBACK**

11 WITNESS SESSION:

- (A) ANGELA HUGGETT, HEAD OF HR STRATEGY & EDUCATION, LBB**
- (B) LINDA KING, YOUTH SUPPORT PROGRAMME MANAGER, LBB**
- (B) REPRESENTATIVE FROM NHS IN BROMLEY (TO BE CONFIRMED)**

12 COMMITTEE CONCLUSIONS AND RECOMMENDATIONS

DATES OF FUTURE EDUCATION SELECT COMMITTEE MEETINGS

16 October 2018
29 January 2019
13 March 2019

This page is left intentionally blank

Report No.
CSD18087

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: CHILDREN, EDUCATION AND FAMILIES SELECT COMMITTEE

Date: Wednesday 4 July 2018

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

Title: APPOINTMENT OF CO-OPTED MEMBERS 2018/19

Contact Officer: Philippa Gibbs, Democratic Services Officer
Tel: 020 8461 7638 E-mail: Philippa.Gibbs@bromley.gov.uk

Chief Officer: Director of Corporate Services

Ward: N/A

1. Reason for report

Members are asked to confirm Co-opted Membership appointments to the Children, Education & Families Select Committee for 2018/19.

2. **RECOMMENDATION(S)**

2.1 **That the following Parent Governor Representative appointments be made to the Children, Education & Families Select Committee for 2018/19 with voting rights:**

- **Emmanuel Arbenser, Special School Parent Governor**

NB: The positions for Primary and Secondary Parent Governor Representative are currently vacant.

2.2 **Reverend Roger Bristow representing the Church of England and Mrs Joan McConnell representing the Roman Catholic Church be appointed as Co-opted Members to the Children, Education & Families Select Committee for 2018/19 with voting rights;**

2.3 **The following Co-opted Membership appointments be made to the Children, Education & Families Select Committee for 2018/19 without voting rights:**

- **Mrs Angela Leeves as Early Years Representative**
- **Ms Tajana Reeves as Young Peoples Representative**

Impact on Vulnerable Adults and Children

1. Summary of Impact: Any Co-opted Members appointed to the Select Committee will give due consideration to the impact of the work of the Committee on vulnerable children and young people.
-

Corporate Policy

1. Policy Status: Not Applicable:
 2. BBB Priority: Not Applicable:
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £350,650
 5. Source of funding:
-

Personnel

1. Number of staff (current and additional): 8 posts (6.87 fte)
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: Statutory Requirement: The Parent Governor Representatives (England) Regulations 2001 require the election of a minimum of two and a maximum of five Parent Governors to any Education Overview and Scrutiny Committee. DfEE Circular 19/99 contains a specific direction of the Secretary of State under section 499 of the Education Act 1996 requiring local authorities in England to appoint representatives of the Church of England and the Roman Catholic Church to their Committees dealing with education.
 2. Call-in: Not Applicable:
-

Procurement

1. Summary of Procurement Implications:
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Co-opted Membership for 2018/19

- 3.1 Under the terms of DfES Circular 19/99 both the Church of England and the Roman Catholic Church are entitled to representation on any Committee which exists to oversee and scrutinise the Executive's education decisions. Rev. Roger Bristow will represent the Church of England Rochester Diocesan Board of Education and Mrs Joan McConnell will represent the Roman Catholic Archdiocese of Southwark Commission for Schools and Colleges.
- 3.2 Under the terms of the Parent Governor Representatives (England) Regulations 2001, the Council must provide for the election of a minimum of two and a maximum of five Parent Governors to any Education Overview and Scrutiny Committee. Mr Emmanuel Arbenser is currently the Parent Governor Representative for Special Schools. A further election will be held when his term of office comes to an end later this year. An election for Primary and Secondary Parent Governor Representatives was held in May 2018. No nominations were received for the positions which will therefore remain vacant.
- 3.3 Mrs Angela Leeves, Chairman of the Early Years Foundation Stage Forum and Early Years provider, has confirmed she is willing to serve as the Pre-School Settings and Early Years Representative for a term of one year.
- 3.4 Bromley Youth Council has nominated Ms Tajana Reeves as the representative for Young People on the Committee for a term of one year.

Role of Co-opted Members

- 3.5 Co-opted Members bring their own area of interest and expertise to the work of a PDS Committee. Co-opted Members often represent the interests of key groups within a Portfolio and co-option to a Committee can ensure that their views are taken into account on issues. They broaden the spectrum of involvement in the PDS process and make the intrusion of party politics into scrutiny proceedings more difficult.

Non-Applicable Sections:	Policy Implications, Financial Implications, Legal Implications, Personnel Implications
Background Documents: (Access via Contact Officer)	Not Applicable

This page is left intentionally blank

EDUCATION, CHILDREN AND FAMILIES SELECT COMMITTEE

Minutes of the meeting held at 7.00 pm on 27 February 2018

Present:

Councillor Nicholas Bennett J.P. (Chairman)
Councillor Neil Reddin FCCA (Vice-Chairman)
Councillors Kim Botting FRSA, Alan Collins, Mary Cooke,
Nicky Dykes, Robert Evans and Angela Wilkins

Emmanuel Arbenser

Also Present:

Councillor Peter Fortune, Portfolio Holder for Education, Children and Families
Councillor Tom Philpott, Executive Support Assistant to the Portfolio Holder for Education, Children and Families

37 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies for absence were received from Councillor Christopher Pierce and Councillor Robert Evans attended as his substitute. Apologies for absence were also received from Councillor Ellie Harmer, Mary Capon, Joan McConnell and Aaron Regisford.

Apologies for lateness were received from Councillor Tom Philpott.

38 DECLARATIONS OF INTEREST

The Chairman declared that he was a Governor of London South East Colleges in relation to Item 16: BTA Pupil Referral Units: Extension and Variation to Contract.

39 MINUTES OF THE EDUCATION SELECT COMMITTEE MEETING HELD ON 23 JANUARY 2018 AND MATTERS OUTSTANDING FROM PREVIOUS MEETINGS

In respect of Minute 23: Living in Care Council Presentation, Councillor Mary Cooke confirmed that she had met with representatives of the Living in Care Council to discuss their ideas on improving the care experience for all children looked after and would be taking this forward with the Portfolio Holder for Education, Children and Families.

RESOLVED that the minutes of the meeting held on 23rd January 2018 be agreed and that matters outstanding be noted.

40 QUESTIONS TO THE SELECT COMMITTEE CHAIRMAN FROM MEMBERS OF THE PUBLIC AND COUNCILLORS ATTENDING THE MEETING

No questions had been received.

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

No questions had been received.

42 PORTFOLIO HOLDER UPDATE

The Portfolio Holder gave an update to Members on work in progress across the Education, Children and Families Portfolio.

A range of events had been delivered in recent months including the annual Celebration of Achievement Event to recognise the academic and personal achievements of Children Looked After, and a highly successful takeover day at the Council which had included pupils from schools across the Borough as well as representatives of the Bromley Youth Council and Living in Care Council. A number of new governance arrangements had also been established including the SEND Governance Board which brought together key partners including schools to ensure suitable services were in place for children and young people with special educational needs and disabilities, and the Corporate Parenting Board which aimed to develop a robust Corporate Parenting Strategy in partnership with the Living in Care Council. The Portfolio Holder continued to attend meetings of the Children's Service Improvement Governance Board and Youth Offending Service Management Board, and had undertaken a number of visits to children's services including the Quality Assurance and Virtual School Teams. A response had been received from the Secretary of State in relation to the Select Committee's review on the Education Landscape in Bromley and would be provided to the Select Committee following the meeting.

A range of work was underway to ensure sufficient school places were in place across the Borough. An alternate temporary site for the proposed Buller's Wood School for Boys had been presented to the Secretary for State for approval. If this proposal was taken forward the building, which was owned by the Education and Skills Funding Agency, would require planning permission for change of use to Class D1 (non-residential institutions) as well as refurbishment, but there was currently no expectation that the Local Authority would contribute towards the cost of these works. National Offer Day for secondary education was 1st March 2018 and as this had been undertaken using a 'two track' process, prospective pupils who had applied for a place at Buller's Wood School for Boys would not be disadvantaged if the school did not open as planned in September 2018. There were sufficient places to accommodate all applications for Bromley secondary schools for the 2018/19 academic year with a small surplus of unallocated places.

A Member raised a concern at Harris Girls' Academy Bromley's recent consultation on changing its admissions criteria to favour admissions from Harris primary schools and queried whether the Local Authority had responded to the consultation. The Deputy Chief Executive confirmed that the Local Authority responded to all such consultations and the Local Authority's response would be provided to the Member following the meeting. The Portfolio Holder noted that academy schools were able to set their own admissions criteria, but that there was currently no shortage of school places in the North of the Borough. A number of academies and free school providers had received approval from the Department for Education to establish new secondary education provisions in or around the Borough and work would continue to ensure that sufficient provision was in place for the 2022/23 academic year for which a shortfall of 12 forms of entry was currently projected. This included work with the Archdiocese of Southwark to consider the establishment of a Catholic Secondary School in the Borough.

In response to a question from a Member, it was confirmed that one of the existing Deputy Head Teachers had been appointed as Acting Head Teacher at St Olave's and St Saviour's Grammar School until a new Head Teacher could be appointed, with the expectation that a new Head Teacher would start in post in January 2019. The Portfolio Holder would be working with the two Selective Schools in Bromley around the potential to establish additional grammar provision in the North of the Borough.

In concluding, the Portfolio Holder thanked the Select Committee for the excellent work it had undertaken during the 2017/18 municipal year, particularly in relation to children's social care.

The Executive Support Assistant to the Portfolio Holder for Education, Children and Families noted that the School Places Working Group would shortly be convened to consider the demand for school places for the 2018/19 academic year, and requested Members of the Select Committee to notify the Committee Clerk if they wished to participate in the review.

RESOLVED that the Portfolio Holder update be noted.

43 EDUCATION INFORMATION ITEMS

A MINUTES OF THE EDUCATION, CHILDREN AND FAMILIES BUDGET AND PERFORMANCE MONITORING SUB-COMMITTEE MEETING HELD ON 17 JANUARY 2018

The Committee noted the minutes of the Education, Children and Families Budget and Performance Monitoring Sub-Committee meeting held on 17th January 2017.

44 EDUCATION SELECT COMMITTEE WORK PROGRAMME

Report CSD18052

The Chairman noted that this was the final meeting of the 2017/18 municipal year and that he would be recommending that the Select Committee explore

the issue of non-university technical education and apprenticeships as part of the 2018/19 work programme.

The Deputy Chief Executive and Executive Director: Education, Care and Health Services noted that Special Educational Needs and Disabilities (SEND) Reform including co-production and the Local Offer was another area the Select Committee might consider reviewing during the 2018/19 municipal year.

RESOLVED that the work programme for the 2017/18 municipal year be endorsed.

45 ANNUAL SCRUTINY REPORT 2017/18

The Committee considered the annual report of the Education, Children and Families Select Committee that would be provided to the meeting of Executive and Resources PDS Committee on 21st March 2018. The Chairman thanked all Members and Co-opted Members for the significant contribution they had made to the Education, Children and Families Select Committee during the 2017/18 municipal year.

A Member noted that the Select Committee had received the presentation from the Living in Care Council at its meeting in October 2017, and requested that a correction be made to Paragraph 2.5 of the report to reflect this.

RESOLVED that the report be noted.

46 SCRUTINY OF THE DEPUTY CHIEF EXECUTIVE AND EXECUTIVE DIRECTOR (ECHS)

The Deputy Chief Executive and Executive Director: Education, Care and Health Services gave an update to Members on work being undertaken across the Education, Care and Health Services Department.

“The Roadmap to Excellence” was continuing to guide improvement across Children’s Services, with 93% of the 326 key actions identified by the Children’s Service Improvement Governance Board having now been delivered. It was planned to undertake a skills audit to identify the full range of skills available to staff within the Department that could be used to benefit children and young people. The Eclipse IT system was ready to be launched; however in light of the need to work with Ofsted as part of the ongoing monitoring programme, the Local Authority would liaise with the Department for Education before moving over to the new social care recording system as it would require the full migration of existing data with no capacity for parallel running. The number of permanent staff in the Children’s Social Care Service had increased from 42% in March 2017 to 75% in February 2018, with the aim of achieving and maintaining 90% permanent staff. To support this, a robust recruitment and retention programme was in place and the Local Authority continued to participate in recruitment programmes for newly qualified social workers as well as those encouraging former social workers to return to the

profession and to recruit mature entrants to social work, who were able to qualify within 18-24 months via a fast-track programme. A Member underlined the importance of ensuring that sufficient funds had been allocated to support the recruitment and retention of children's social workers, including retention fees and bonus payments, and the Deputy Chief Executive agreed to present a report on the funding of recruitment and retention measures within the Children's Social Care Service in the short to medium term to a future meeting of the Council's Executive.

In considering education, work to strengthen relationships with key partners including academies and free schools was ongoing. The Local Authority continued to work closely with schools in meeting its statutory duty to safeguard children, including through the Local Authority Designated Officer (LADO). The Bromley Safeguarding Children Board had undertaken a Safeguarding Audit of schools which aimed to ensure that schools had due regard to the need to safeguard and promote the welfare of children. The Local Authority had a statutory duty to provide sufficient school places, including for pupils living out-of-Borough who had expressed a preference for attending a Bromley school. A Member noted the growing interest in learning Mandarin across the Borough, particularly in Orpington which had an established Chinese population, and suggested that schools be encouraged to build this into their curriculum.

In response to a question from a Member, the Deputy Chief Executive confirmed that the "Caseload Promise" which ensured social workers had a manageable caseload of 12-15 cases had been delivered across the Children's Social Care Service and that funding was in place within the Education, Children and Families Portfolio budget to maintain this for 2018/19. Funding was also being held within the Central Contingency to deliver recruitment and retention measures that attracted and retained high quality social work staff. The Deputy Chief Executive noted that he had the support of the Council's Executive in driving forward the Children's Service Improvement Plan and felt that sufficient flexibility was in place to enable him to respond to changes within the Children's Social Care Service, such as an increase in referrals. The Chairman highlighted the importance of all Bromley Councillors attending Member training relating to their responsibilities as Corporate Parents at the start of the 2018/19 municipal year. The Chairman suggested it might also be useful to develop a pro forma to support Members in understanding the implications of decisions made as part of future budget setting processes.

With regard to the work of the Select Committee, the Chairman underlined the need to distribute the final reports of the Education, Children and Families Select Committee to schools, and for regular press releases to promote key findings and achievements.

The Deputy Chief Executive and Executive Director: Education, Care and Health Services thanked the Select Committee for its rigorous scrutiny and challenge of education and children's services during the 2017/18 municipal year.

RESOLVED that the update be noted.

47 PREVENTING PERMANENT EXCLUSION FROM SCHOOL

The Committee considered a report providing an update on the level of exclusions from Bromley schools, as well as the steps being taken to help schools reduce the use of permanent exclusions as a sanction and the destinations for children who have been excluded from school.

Having decreased significantly since 2011, the use of both fixed-term and permanent exclusion had begun to increase in recent years, with the performance of Bromley schools comparing unfavourably with the average performance of schools in London and England since the 2015/16 academic year. During the 2016/17 academic year, 17 children had been excluded permanently from Bromley primary schools; however in the 2017/18 academic year to date, just one child had been excluded permanently. The use of fixed-term exclusion in secondary schools was low compared with London and the national average; however the number of permanent exclusions from Bromley secondary schools had been high in recent years, with 68 children excluded permanently during the 2016/17 academic year. This had subsequently reduced and levels were now comparable with the London and national average with 22 children excluded permanently from Bromley secondary schools during the 2017/18 academic year to date. The majority of children excluded permanently from school continued their education in a Pupil Referral Unit with the aim of being reintegrated into a mainstream school after a programme of intervention; however this was often not appropriate for Key Stage 4 pupils who might benefit more from accessing a vocational programme. There were 238 children in Bromley whose parents had elected to teach them at home, which was broadly in line with other local authorities.

A range of measures were in place to prevent the use of permanent exclusion. This included the Inclusion Support Advisory Team, which provided support to children with special educational needs, the Primary Outreach Service, which offered a structured programme for children designed to meet agreed goals and change behaviour, and Alternative Provision, which was typically offered to Key Stage 4 pupils who had disengaged from education for some time. Representatives from Child and Adolescent Mental Health Services were working with the Local Authority and Bromley schools to develop universal and targeted programmes of mental health support to build skills for schools and resilience for children to support them in maintaining their education.

In considering the report, the Vice-Chairman noted that the Local Authority had provided funding to establish and deliver the Primary Outreach Service for a period of two years with the expectation that the service would then be funded directly by primary schools. It was important to ensure that this expectation was made clear to primary schools and that the benefits of continuing the service were communicated. The Interim Director: Education reported that the Primary Outreach Service worked closely with early

intervention services and the Bromley Children Project in forming part of the offer that provided support to vulnerable children and their families.

A Member queried the statutory guidance regarding groups vulnerable to exclusion, and the Interim Director: Education confirmed that this related to the responsibilities of schools in ensuring they identified, recognised and responded to a pupil's individual needs before taking the decision to exclude the pupil, in essence, ensuring that children were not excluded because their school had failed to meet their needs.

In response to a question from the Chairman, the Head of Service: Access and Inclusion confirmed that in cases of elective home education where there had been persistent non-attendance at scheduled meetings and a referral had been made to Children's Social Care, any concern of risk of harm to the child was followed up and would be escalated where appropriate. Information relating to the number of cases that had been escalated would be provided to the Select Committee following the meeting. The Chairman suggested that work be undertaken to identify good practice around exclusion, such as the use of managed moves and requested that further information on the number of pupils who had been permanently excluded following a period of temporary exclusion be provided to the Select Committee following the meeting.

RESOLVED that the report be noted.

48 WITNESS SESSION: EARLY YEARS, CHILD MINDING AND THE 30 HOUR CHALLENGE

The Committee had been provided with a range of written evidence in advance of the meeting. This included a report explaining the position in relation to Early Years, Childminding and the 30 Hours Challenge in Bromley, as well as a link to the Department for Education Evaluation of the pilot schemes that had been run in relation to the provision of 30 hours funded childcare.

The Chairman was pleased to welcome Carol Arnfield, Head of Early Years, School Standards and Adult Education (LBB), Liz Hodgeman, Early Years Strategy Manager (LBB), and Angela Leeves, Chairman of the Early Years Foundation Stage Forum and Early Years provider to the meeting.

Context

The Head of Early Years, School Standards and Adult Education clarified that one of the Local Authority's duties in relation to childcare provision was to provide information, advice and assistance to parents and prospective parents, which included people who were expecting or planning a child. The majority of childcare provision in Bromley was delivered through the private, voluntary and independent sectors; however the Local Authority provided two maintained nurseries at Blenheim Children's Centre and Community Vision Children and Family Centre. Charges to attend the maintained nurseries were currently set at the lower end of the market rate, although increases in

charges were planned for April and September 2018 that would bring nursery fees in line with other local provision. A new structure would also be introduced to the two maintained nurseries to make them more commercial and create additional places.

The Chairman emphasised the importance of promoting the excellent quality of Early Years provision available in Bromley as well as upcoming opportunities for training and employment in the Early Years sector.

Early Years Provision

The Early Years Strategy Manager explained that Bromley had a significantly higher number of childminders than any other London Boroughs, supplying 2877 childcare places which was 25.7% of the total number of Ofsted registered Early Years places within the Borough. People who provided care in their home for children for more than two hours a day as a paid provision were required to register as childminders unless they had a close family relationship to the child they were caring for.

With regard to specialist provision, the Early Years Strategy Manager confirmed that all Early Years providers were expected to offer care to children with special educational needs and disabilities that met their individual needs, and that this was supported by a programme of assessment and additional funding. The Outreach and Inclusion Team provided support to Early Years providers in meeting the needs of children with high level special educational needs and disabilities, and this could include the involvement of other professionals. The Phoenix Centre offered a range of Early Years services to children with special educational needs and disabilities such as classroom assessment, but the emphasis was on supporting children to remain within mainstream settings where appropriate.

The 30 Hours Challenge

The Head of Early Years, School Standards and Adult Education reported that the Local Authority had taken steps to ensure that Early Years providers were delivering funded provision within statutory guidance by requiring all providers to submit their admissions policy when agreeing provider contracts. Early Years providers were able to charge for hours over and above the funded entitlement.

The Chairman of the Early Years Foundation Stage Forum and Early Years provider confirmed that the exercise of reviewing her provision's admissions policy to ensure compliance with statutory guidance had been a useful exercise. It ensured that her admissions policy was up-to-date but had also assisted with the identification of budget implications in relation to changes to funded entitlement.

Training

The Chairman of the Early Years Foundation Stage Forum and Early Years provider advised Members that Early Years providers from across the full

scope of provision including pre-schools, childminders and after-school clubs were invited to attend a termly meeting of the Early Years Childcare Development Partnership to share information and promote best practice.

The Early Years Strategy Manager reported that information sessions for Early Years providers were run on a termly basis at different venues across the Borough and were very well attended. Regular e-bulletins outlining changes to funding were supplied to Early Years providers by the Early Years Funding Team.

The Head of Early Years, School Standards and Adult Education added that relevant items from the Schools Circular were also supplied to Early Years providers.

IT Systems

The Head of Early Years, School Standards and Adult Education confirmed that the Local Authority had received £31k from the Department for Education to develop a bespoke system that could interact with the Local Authority's Oracle system in processing funding claims for Early Years entitlement. This had been necessary due to the increased complexity of funding claims and the short notice in introducing 30 hours funded childcare. There was potential to explore whether this bespoke system might be saleable to other Local Authorities with a comparable IT infrastructure.

Future Capacity

The Head of Early Years, School Standards and Adult Education informed Members that a bid had been made to the Department for Education's 30 Hours Delivery Support Fund for 9 projects totalling £69k which aimed to increase capacity within the Early Years sector and that the outcome of the bid would be confirmed shortly. This included the delivery of a childminder recruitment and training programme with the aim of recruiting 30 new childminders for the Orpington and Mottingham areas.

The Early Years Strategy Manager confirmed that it was difficult to project future demand, particularly in relation to 30 hours funded childcare which was not taken up by every parent or carer, and that a part-time staff member had been recruited to undertake work on sufficiency of childcare places. The distribution of capacity across the Borough was subject to market forces. Some wards with a perceived shortage of places were served by surplus provision in neighbouring wards whilst attempts to introduce additional Early Years provision in other areas of shortage, such as Darwin ward, had not proved popular with parents and carers. A number of Bromley schools had expressed an interest in establishing their own nursery provision which was expected to build further childcare capacity across the Borough.

The Early Years Strategy Manager advised Members that there was a shortage in qualified Early Years practitioners locally and nationally that was partly due to a change to the entry requirements for Level 3 Early Years

qualifications which had now been amended. To address this, work was being undertaken to explore the potential to develop the two Local Authority maintained nurseries as 'training hubs' for students and apprentices working in partnership with Bromley Adult Education Service, local training providers and children and family centres.

The Vice-Chairman noted that new Early Years providers sometimes struggled to establish their business as they were unable to obtain Class D1 (non-residential institutions) permission, and suggested that the Local Authority develop a similar approach towards Early Years policy and planning as that used for the schools expansion programme.

Universal Funding for 3 and 4 Year Olds

The Early Years Strategy Manager confirmed that parents were eligible for 30 hours funded childcare if they were in paid work (with both parents in work in a two parent family) and were earning the equivalent or more of 16 hours at the national minimum or living wage; however if one parent's wage exceeded £100k, they were no longer eligible. This applied to parents who were employed, self-employed or on zero-hours contracts, including people in receipt of Universal Credit. In considering the funded childcare offers available, the Two Year Old funding was primarily aimed at children identified as being more vulnerable for reasons of low household income or with identified special educational needs or disabilities, the Three to Four Year Old funding was a universal free entitlement, and the extended entitlement for 30 hours funded childcare was to support parents in or moving into employment.

The Chairman thanked Carol Arnfield, Liz Hodgeman and Angela Leeves for their excellent contribution to the review.

The Chairman invited Angela Leeves, Chairman of the Early Years Foundation Stage Forum and Early Years provider to join the Education, Children and Families Select Committee as a Co-opted Member representing Pre-school Settings and Early Years from the 2018/19 municipal year.

49 COMMITTEE CONCLUSIONS AND RECOMMENDATIONS

The Committee agreed that a further meeting of the Select Committee be arranged once the provisional report had been drafted to enable Members to contribute to the report before it was presented to the next meeting of Council.

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

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

51 PRE-DECISION SCRUTINY OF PART 2 (EXEMPT) EXECUTIVE REPORTS

A BTA PUPIL REFERRAL UNITS: EXTENSION AND VARIATION TO CONTRACT

The Committee considered the report and supported the recommendations.

The Meeting ended at 9.20 pm

Chairman

This page is left intentionally blank

Report No.
CSD18083

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Education, Children and Families Select Committee

Date: 4th July 2018

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

Title: **MATTERS ARISING, UPDATE ON RECOMMENDATIONS FROM PREVIOUS MEETINGS & WORK PROGRAMME**

Contact Officer: Philippa Gibbs, Democratic Services Officer
Tel: 0208 313 4508 E-mail: Philippa.Gibbs@bromley.gov.uk

Chief Officer: Mark Bowen, Director of Corporate Services

Ward: (All Wards);

1. Reason for report

This report deals with the Committee's business management including:

- Monitoring progress against actions arising from previous meetings;
- Monitoring action against recommendations made at previous meetings of the Select Committee
- Developing the 2018/19 Forward Work Programme; and

The report also seeks the confirmation of the membership of the Children, Education & Families Budget and Performance Monitoring Sub-Committee.

2. **RECOMMENDATION(S)**

1. That the Select Committee reviews and comments on:

a. Progress on matters arising from previous meetings;

b. Progress on the recommendations made at previous meetings;

c. The 2018/19 work programme, indicating any changes or particular issues that it wishes to scrutinise for the year ahead; and

2. That the following Members be appointed to the Children, Education & Families Budget & Performance Monitoring Sub-Committee:

Councillor Neil Reddin (Chairman)

Councillor Marina Ahmed

Councillor Yvonne Bear

Councillor Nicholas Bennett

Councillor Judi Ellis

Councillor Will Rowlands

Councillor Stephen Wells

Impact on Vulnerable Adults and Children

1. Summary of Impact: None
-

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Excellent Council
-

Financial

1. Cost of proposal: No Cost
 2. Ongoing costs: Not Applicable
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £350,650
 5. Source of funding: 2018/19 Revenue Budget
-

Personnel

1. Number of staff (current and additional): 8 posts (6.87fte)
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: None
 2. Call-in: Not Applicable: This report does not involve an Executive decision.
-

Procurement

1. Summary of Procurement Implications: N/A
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for the benefit of Committee Members.
-

Ward Councillor Views

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

Non-Applicable Sections:	Impact on Vulnerable People and Children/Policy/Financial/Legal/Personnel/Procurement
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

3. COMMENTARY

Matters Arising from Previous Meetings

- 3.1. **Appendix 1** provides a progress update on requests made by the Committee at previous meetings. This list is checked after each meeting so that any outstanding issues can be addressed at an early stage and timely progress made.

Progress on Recommendations from Previous Meetings

- 3.2 The table attached at **Appendix 2**, tracks the progress against recommendations made by the Education Select Committee in 2016/17.
- 3.3 The table attached at **Appendix 3**, tracks the progress against recommendations made by the Education, Children and Families Select Committee in 2017/18.

Work Programme

- 3.4 Each PDS Committee determines its own work programme, balancing the roles of (i) pre-decision scrutiny and holding the Executive to account, (ii) policy development and review and (iii) external scrutiny. E&R PDS Committee has the additional role of providing a lead on scrutiny issues and co-ordinating PDS work.
- 3.5 PDS Committees need to prioritise their key issues. The work programme also needs to allow room for items that arise through the year, including Member requests, call-ins and referrals from other Committees. Committees need to ensure that their workloads are realistic and balanced, allowing sufficient time for important issues to be properly scrutinised. Members also need to consider the most appropriate means to pursue each issue – the current overview and scrutiny arrangements offer a variety of approaches, whether through a report to a meeting, a time-limited working group review, a presentation, a select committee style meeting focused on a single key issue, or another method.
- 3.6 **Appendix 4** sets out the Education, Children and Families Select Committee Work Programme for 2018/19. Committee is invited to comment on the proposed schedule and suggest any changes it considers appropriate.
- 3.7 Other reports will be added to the 2018/19 Work Programme as items arise.

Membership of Budget and Performance Sub-Committee

- 3.8 The following Members have been nominated to sit on the Budget and Performance Sub-Committee: Councillor Neil Reddin (Chairman), Councillor Marina Ahmed, Councillor Yvonne Bear, Councillor Nicholas Bennett, Councillor Judi Ellis, Councillor Will Rowlands, and Councillor Stephen Wells. The Committee is asked to approve the nominations.

Currently no issues remain outstanding.

REPORTS OF THE EDUCATION SELECT COMMITTEE 2016/17
Response to Recommendations

Report 1: The Education Landscape in Bromley

Witnesses: Jane Bailey, Director: Education (LBB)
 Sam Parrett, Principal and CEO: Bromley College
 Jo Brinkley, CEO and Executive Head Teacher: Spring Partnership Trust

	Recommendation	Addressee	Response
1	That the Leader of the Council considers realigning Portfolio Responsibilities to create a Children and Family Portfolio including Youth Offending and Housing.	Executive 14 th September 2016	In April 2017, Portfolio responsibilities were realigned with responsibility for children's Services being brought into the terms of reference of the Portfolio Holder for Education (with the Portfolio subsequently renamed Education, Children & Families).
2	That the Council make representations to the Department for Education to strengthen the ' <i>duty to co-operate</i> ' of other parts of the education sector so as to enable the Local Authority fulfil its statutory responsibilities.	Education Portfolio Holder and Director: Education 15 th September 2016	Education Department has established a Schools Partnership Board (SPB). This allows all schools and academies to work in full cooperation in the best interests of all Bromley's children.
3	That the Council make representations to the Department for Education that when an authority reaches a position whereby a substantial majority of schools are academies that a 'critical mass' has been reached and that the remaining schools be required to convert.	Education Portfolio Holder and Director: Education 15 th September 2016	This proposal is signalled in the White Paper 'Educational Excellence Everywhere', published March 2016. We await the new Secretary of State's views; in the meantime education officers are working closely with the DfE and RSC colleagues on ensuring that all our schools' academy plans come to fruition.
	That the Portfolio Holder for Education establishes the Government's intentions regarding admission criteria for church schools in order to consider resuming discussions with the Catholic Archdiocese for Southwark with a view to the provision of a secondary school.	Education Portfolio Holder and Director: Education 15 th September 2016	The Portfolio Holder will seek a meeting with the relevant officials and report back to the Select Committee. However, it must be recognised that all Basic Need funding has been allocated and the only funding stream available to build a new secondary school is via the Free School route.

	Recommendation	Addressee	Response
5	That the Council notes the urgent need to plan and provide for between 30 and 35 additional forms of entry for secondary education by 2021 and recommends that the Development Control Committee, through the Local Plan, ensures that there are sufficient sites to ensure this can be achieved.	Renewal and Recreation Portfolio Holder 15 th September 2016	I believe the new local plan as drafted includes sufficient sites for identified school needs.
		Development Control Committee 6 th September 2016	The Chairman stated that education sites were identified and put forward through the Local Plan which had yet to be finalised. As a result, he did not feel Members were currently in a position to ensure the provision of education sites could be achieved. Councillor Huntington-Thresher reported that whilst the Draft Local Plan had identified a number of sites across the Borough, further consideration should be postponed until public consultation on the Local Plan was complete. Councillor Dean moved that Members could not support consideration of recommendation 5 for the reasons stated above. This was seconded by Councillor Buttinger.
		Executive 14 th September 2016	The Deputy Leader suggested that before looking to build a new school(s), the size of existing schools might need to be reviewed for any potential to expand; if necessary, the Deputy Leader would support an existing secondary school being expanded on Green Belt land.
	That the Development Control Committee be requested to consider how funding from the Council's Community Infrastructure Levy could be used for education purposes.	Renewal and Recreation Portfolio Holder 15 th September 2016	There are rules about the use of CIL. If the monies can be used for education then this will doubtless be considered alongside other necessities.

	Recommendation	Addressee	Response
		Development Control Committee 6 th September 2016	<p>The Chairman considered it was not within the remit of DCC to determine how CIL funds should be spent. The onus was on specific Council departments to apply through Resources. The CIL would be operated through the Local Plan with funds being allocated to various community services. Therefore the Committee could not comply with the Education Select Committee's request.</p> <p>The Chief Planner explained that the collection of CIL was governed by regulations and the Council was required to justify its need to charge £35 per sq m. A plan would be formalised indicating how CIL funds would be spent; it was possible that infrastructure costs may amount to more than the Council collects. The plan would be reviewed on a yearly basis. The CIL was closely linked to the draft Local Plan and would be implemented shortly after the adoption of the Local Plan in 2017.</p> <p>The Chairman moved that it was premature to consider recommendation 6 until the operational structure of CIL had been formally approved. Councillor Fawthrop seconded the motion.</p>
7	That the Portfolio Holder for Education considers how the role of the Council as a corporate parent might be strengthened so as to improve the education outcomes for Children Looked After.	Education Portfolio Holder and Director: Education 15 th September 2016	This recommendation is intrinsic to the work of The Children's Service Improvement Governance Board; to be found within the Children's Services Improvement Plan.

	Recommendation	Addressee	Response
8	That the Education Department considers whether there is scope for cooperation in the field of SEN provision with Bromley College of Further and Higher Education.	Education Portfolio Holder and Director: Education 15 th September 2016	<p>There is currently a very close working relationship/partnership between Bromley SEND Services and Bromley College. Examples of the partnership in action are as follows:</p> <ul style="list-style-type: none"> - the development of suitable courses for young people with complex needs, ensuring young people with SEND who wish to continue their studies can remain in borough and continue to ensure the preparation for adulthood developing independence and resilience to live and work in the community; - SEND Services and Preparing for Adulthood Team have and continue to provide training and support to the college as the college has expanded to meet more diverse and complex needs; - The SEN Managers have also worked closely with the college led multi-academy trust to support their contracting to deliver the provision for pupils with Social, Emotional and Mental Health Needs in the borough. Bromley Education Department will continue to seek opportunities for further partnership work with Bromley College of Further Education across the whole of SEND and in particular with preparing for adulthood.
9	That the Portfolio Holder and the Director of Education prepare a staffing structure for consideration by the Education Select Committee at its September 2016 meeting.	Education Portfolio Holder and Director: Education 15 th September 2016	The Director is reshaping the school improvement service in order to establish and service the schools partnership board and also develop closer oversight of safeguarding in schools.
10	That the Portfolio Holder report back to the Education Select Committee on which services currently sold by the Education Department would be economically viable and sustainable once the future role and structure of the Department is decided.	Education Portfolio Holder and Director: Education 15 th September 2016	It is agreed that the Portfolio Holder will report back to the Select Committee once any review has been undertaken. However, in light of recommendation 2.1 and the response in 2.10, we cannot provide a comprehensive answer at this time.

	Recommendation	Addressee	Response
11	That the Council explores what further co-operation could be undertaken with the Bromley College of Further and Higher Education in helping people into work and acquiring skills for employment.	Education Portfolio Holder and Director: Education 15 th September 2016	The Department values its relationship with Bromley College and considers it an important partner. The Department is also very keen to focus on ensuring post sixteen education and reducing the gap between high and under-performing students. All of these strands of work, together with helping people into employment, can be better achieved by increasing and maintain cooperation between our organisations.
12	That the Master Plan for Biggin Hill be expedited to enable an Academy for Aeronautical, Engineering and Motor Vehicles to be established at the Airport by Bromley College of Further and Higher Education.	Renewal and Recreation Portfolio Holder 15 th September 2016	We are progressing the academy at Biggin Hill. There are many issues to be resolved including site ownership.

A motion to note the response of the Education Select Committee to the responses received concerning the First Select Committee Report on the Education Landscape in Bromley was moved by Councillor Nicholas Bennett, seconded by Councillor Neil Reddin and **CARRIED** at the meeting of Council on 12th December 2016.

Report 2: Alternative Education

Witnesses: Neil Miller, Headteacher: Bromley Beacon Academy and Bromley Trust Academy
 Jenny MacDonald, Senior Education Welfare Officer (LBB)
 Debbie Partington, Lead Teacher for Home and Hospital Tuition (LBB)
 Mr Kevin Grant, Home Tutor, Alternative Education and Welfare (LBB)

	Recommendation	Addressee	Response
1	The School Partnership Board consider how the progress of pupils who have attended the Bromley Academy Trust can be better monitored so prevent readmittance and to enable evaluation of the outcomes of the Academy.	Director: Education 17 th January 2017	<p>It should be noted that the School Partnership Board is school led and cannot be directed by the Local Authority; the potential future governorship arrangements and terms of reference are in development. However, LA officers will raise this with the Schools Partnership Board Chairman for possible inclusion as an item, or standing item, at future meetings.</p> <p>The onus for monitoring the progress of pupils reintegrating mainstream education falls more to LA officers and BTA. In 2017, officers will seek to revise the current contract with BTA for the funding of Alternative Provision places to improve the monitoring and reporting requirements, particularly in relation to leavers and outcomes.</p> <p>In addition, a number of work streams are in progress concerning the strategy for preventing permanent exclusions – part of this will be consideration of additional support for BTA learners transferring back into mainstream education at a Bromley school.</p>

	Recommendation	Addressee	Response
2	That the School Partnership Board examine how best practice can be disseminated with regard to the provision of work for pupils unable to attend school through ill health.	Director: Education 17 th January 2017	<p>As above, this will be raised with the Chairman of the Schools Partnership Board for possible inclusion at future meetings.</p> <p>The guidance on provision for pupils who cannot attend school due to health needs sets out a number of expectations of the school and the LA both for supporting learning while away from school and in working together to set up individually tailored reintegration plans for each child.</p> <p>As part of a review of the Home & Hospital service, we will seek to strengthen the monitoring of school engagement with the child's learning while they are out of school and at reintegration and, where there are concerns, we will feed back to schools directly and via the Partnership Board with a clear evidence base.</p>
3	That the School Partnership Board consider how the work of the Core Panel can be made more widely known to schools and to consider whether standardised information questionnaires regarding pupils in need of support through alternative provision might be helpful.	Director: Education 17 th January 2017	As part of the development of the strategy for permanent exclusions, work is currently being undertaken to revise the terms of reference of the Core Panel and to develop a standardised referral form. It is intended to produce a transparent Core Panel guidance book which will be distributed to all schools in Bromley on a regular basis. Awareness raising will also be conducted through the Schools Partnership Board.
4	That the School Partnership Board identify best practice for the reintegration of pupils into mainstream education and encourage all schools to adopt it.	Director: Education 17 th January 2017	Officers will be discussing best practice for the reintegration of pupils into mainstream education through a number of routes including as part of its contract relationship with BTA, as part of the Fair Access Protocol and Core Panel arrangements, and we will seek to raise it with the Schools Partnership Board.
	That if required, further analysis of the reasons for the rise in the number of children with mental health problems be undertaken in the light of the findings of the review by CAMHS.	Director: Education 17 th January 2017	Noted; we will await the completion of the CAMHS Review.

	Recommendation	Addressee	Response
6	That the Executive be requested to examine what resources from other sources including the CGC might be accessed to ensure a seamless service for children in education with serious medical needs.	Director: Education 17 th January 2017	This will be followed up with Health colleagues, while noting that the statutory guidance on school pupils with medical conditions gives clear expectations and responsibilities to schools and alternative provision providers (including the Home & Hospital provision) to ensure arrangements are put in place to accommodate their needs. In particular, the Home and Hospital service will seek to strengthen its arrangements with CAMHS, given the primary needs of the majority of Home & Hospital are mental, emotional and behavioural health needs.
7	<p>That the Council directly and through the Members of Parliament for the Borough makes representations to the Government for the following changes in the law:</p> <ol style="list-style-type: none"> 1) To introduce a registration system for all young people not educated in a formal school. 2) To enshrine in law the right of parents to home educate such a right is subsidiary to the right of every child to a proper education so as to be able to find employment and be a full member of the community. 3) To ensure that Local Authorities have the power investigate and ensure that children outside the formal education system are safe and well. 4) That the recommendations of the Badman Report and the Select Committee on Education Report be taken into account in drafting other legislative proposals. 	Director: Education 17 th January 2017	<p>A draft letter concerning these topics, noting that several proposals arising from the Badman Report in 2009 were not taken forward through legislation, and whether it is intended to revisit these proposals will be prepared to go to:</p> <ul style="list-style-type: none"> • The Secretary of State for Education; • Bromley Members of Parliament; • The Regional Schools Commissioner

	Recommendation	Addressee	Response
		Executive 8 th February 2017	<p>Members recognised that there was a balance between allowing parents to exercise choice about how their children were educated and the child's right to a good education, but Councillor Bennett felt that safeguarding and ensuring a decent education should have the greater importance. Some Members present took a contrary view that parents should have choice and should not have to be dictated to by the education establishment.</p> <p>The Leader confirmed that the local MPs had been contacted about the issue of home education, and they had responded requesting further information.</p>

A motion to invite the Leader and appropriate Portfolio Holders to consider the recommendations in the report and (a) refer the recommendations to Service Directors where appropriate and (b) provide a written response to the Education Select Committee for consideration at their next meeting on 17th January 2017 was moved by Councillor Nicholas Bennett, seconded by Councillor Neil Reddin and **CARRIED** at the meeting of Council on 12th December 2016.

Report 3: Supporting Under Performing Pupils

Witnesses: Jaki Moody Primary Education Advisor for English (LBB)
 Rachel Dunley Bromley Children’s Project Manager (LBB)
 Kieran Osborne, Chairman Schools’ Partnership Board
 Mary Cava, Joint Head of SEN (LBB)
 Helen Priest, Head Teacher Bromley Virtual School (LBB)

	Recommendation	Addressee	Response
1	That further information be provided to the Education Select Committee concerning all the assessments carried out in pre-school settings before the end of the Foundation Stage, including the number of referrals for SEN as this is the group of children identified as not making the progress expected in the earliest stage of education.	Director of Education	<p>The EYFS requires formative (ongoing) assessment as part of the learning and development process. Providers are required under the EYFS to review the progress of children between two and three. This 2 year old check identifies the child’s strengths and areas where progress is less than expected. The checks are used to develop targeted plans and involve other professionals when required. Ofsted inspections include the two year old check.</p> <p>The EY Quality team have developed review templates and tracker sheets used to monitor all children’s progress. These are used to identify where children are below age related expectations. Training has been delivered to providers on tracking and planning support strategies.</p> <p>Currently there is no data available on number of 2 year old checks that have been completed and the percentage of those identified as needing additional support. No data is available based on the overall tracking of children.</p> <p>The Quality Team have plans in place to undertake visits to a cross section of providers to look at tracking and assessment during the summer 2017. Longer term we are looking to develop a system to collate data from providers around 2 year old checks and tracking of 3 and 4 year olds as this will help to identify areas for future focus and raise quality.</p>

	Recommendation	Addressee	Response
2	That more action be taken to facilitate and improve information sharing between pre-school and early years settings in order to smooth the transition process.	Director of Education	<p>A transition document has been developed in partnership with providers which includes the child's stage of development and focus for future input/support.</p> <p>The Quality Team are currently working on developing 'hubs' which will include schools, PVI's, childminders and out of school providers within localities. Some already in place, more need to be established. These will meet termly to develop partnership working, information sharing, best practice and developing links with relation to the shared delivery of the 30 hours offer.</p> <p>The hubs will review current transition document and processes and looking to develop local models of good practice.</p> <p>Reception teachers often visit the EY provision prior to transition to gather information and meet the children.</p>
3	That further work be undertaken to help all parents understand the importance of giving consent for professionals to contact preschool settings.	Bromley Children's Project Manager	<p>Awareness was raised last year with all providers to include information sharing and consent within their registration forms. Awareness campaign needs to be directed to parents and this could be linked with the promotion of the 30 hour funding. This requires greater information sharing when children are attending more than one provision in order to access their full entitlement.</p> <p>The 2 year old check provides a good opportunity to discuss information sharing with parents as the check is done in partnership with the Health Visitor.</p>
4	That more work should be done to develop a standard protocol and pro forma for information sharing as children and young people progress through the education system.	Director of Education	<p>The EY's Transition document could be a starting point for information sharing regarding the child's education.</p> <p>More work will need to be done to look into how this could work and how we could get all schools and EY's providers to sign up. Information management and sharing is currently undergoing review in response to the new General Data Protection Regulations due to come in in May 2018. A new protocol will need to take into account the requirements of the new regulations.</p>

	Recommendation	Addressee	Response
5	That robust systems be established to support pupils as they transfer from primary to secondary school ensuring that accurate and correct information is shared between the schools in order to provide a seamless transition for pupils and support their progress and achievement.	Schools' Partnership Board	<p>Bromley EBP provides support to this agenda through the Mentoring Initiative. Referrals are taken from social workers, primary schools and other agencies for young people who would benefit from regular volunteer mentor support to help with their transition to secondary school.</p> <p>In many occasions, the Mentor will continue to support the young person during Year 7 to help them settle in.</p>
6	That the Schools Partnership Board be asked to review support given to improving school standards in order to give all pupils every available opportunity.	Schools' Partnership Board	The Interim Schools Partnership Board is overseeing a project on Closing the Gap and is organising a conference on this topic for the next academic year.
7	That signposting to non-university education be expanded in order to ensure that students are aware of the variety of career opportunities available through vocational training and to support parity of esteem between vocational and academic education.	Director of Education	<p>Through the Youth Employment Scheme funding is accessed to provide employability events for sixth form students NOT intending to go onto University education. 7 events have been held in 2016/17 for 13 schools and the college with over 350 young benefitting from employer input on career opportunities available without degree education. A key part of the programme is promoting the benefits of apprenticeships and the range of qualifications available.</p> <p>All young people NOT going onto HE will be contacted after exams to offer further support. Promotional material for YES will be distributed to all schools for results days.</p> <p>Heads of Sixth Form – Good relationships have been developed with the schools and dates for Next Steps funded activities offered to all Bromley Ho6 in October 2016. Ho6 continue to refer young people potentially dropping out to YES.</p> <p>Apprenticeships – BEBP continues to work with the National Apprenticeship Service/LSEC and to promote the range of opportunities through our work on YES and working with employers to encourage them to consider taking on apprentices.</p> <p>Alternative Provision – BEBP has historically coordinated the flexible learning programme which was offered to schools via the 14-19 Network. Currently we facilitate the programme for young learners on ESOL placements. Relationships with other local AP providers has decreased.</p>

	Recommendation	Addressee	Response
8	That the Schools Partnership Board be the vehicle for coordinating the provision of careers advice across the Borough.	Director of Education/Schools' Partnership Board	<p>Careers Education Advice and Guidance</p> <p>Work Experience – Bromley EBP provides a package of sold services to schools to help them deliver quality, safe and sustainable work placements. During 2016/17 - 8 Bromley schools are in the Network. WEX Coordinators are either Careers professionals or based within Careers Department. BEBP also offers bespoke work placement service particularly aimed at vulnerable young people to help enhance their employability and career management.</p> <p>Employability Support – BEBP offers a sold service of employer led events to schools to support their career management programme including mock interviews, career talks and enterprise events for KS4 and 5. Events involving local and national employers are delivered in school and always involve a focus on apprenticeship opportunities. A Sold Service offer will be communicated to schools and available on-line by July 2017</p>
9	That a review of the progress made in implementing the Committee recommendation in this and other reports published in the municipal year be published in April 2018.	Director of Education/Democratic Services Officer	This will be built into the ECHS forward plan.

Report 4: Children Missing Education

Witnesses: Ms Jenny MacDonald, Senior Education Welfare Officer (LBB)
 Ms Linda King, Youth Support Programme Manager (Universal) (LBB)
 Ms Stella Marshall, NEET Support Programme Officer (LBB)
 Helen Priest, Head Teacher Bromley Virtual School (LBB) (Written Evidence)
 Bromley Youth Council submitted a paper providing their views on why young people may not be attending school.

	Recommendation	Addressee	Response
1	That schools across the Borough be encouraged to alert the Senior Education Welfare Officer where a child's sporadic and irregular attendance becomes a cause for concern	Portfolio Holder for Education, Children & Families/Director of Education	<p>Since September 2017, each school has a single point of contact (SPOC) within the Education Welfare Service (EWS). This mirrors the approach adopted in Children's Social Care. The EWS SPOCs telephoned every school in September to ensure that schools' administrative staff understood reporting arrangements.</p> <p>The EWS is working with 1289 children whose absence is persistent, providing support to effect improvement and taking formal action where necessary. In January 2018, the EWS SPOC will ask schools to identify any other pupils whose attendance falls below 90% with a view to earlier intervention.</p>
2	That the Chairman of the Education, Children & Families Select Committee write to the Department for Education (DfE) to encourage exercise of its powers through the regular to ensure that all London Authorities comply with the London Protocol and provide notification when families move from one Local Authority area into another.	Chairman of the Education, Children & Families Select Committee	The Chairman sent a letter to Robert Goodwill MP (Minister of State for Children and Families, Department for Education) on 26 July 2017, outlining the issues identified by the Select Committee.
	That the Local Authority approach the Department for Education (DfE) to seek a review of the Participation Formula used by the DfE to identify NEET status as the current approach does not take young people's personal circumstances into account and skews the data.	Portfolio Holder for Education, Children & Families/Director of Children's Social Care	This was discussed at the meeting of Directors for Children's services in October 2017 and a representation has been made through the group to the Department of Education.

	Recommendation	Addressee	Response
4	That the Council's newly established Housing Panel ensure that young and vulnerable people are always given priority in respect of available support in line with the Local Authority's Corporate Parenting responsibilities.	Director of Housing/Head of CLA and Care Leavers	The Head of Service for CLA and Care Leavers chairs the Care Leavers' Panel which is also attended by colleagues in Housing. This panel considers holistically all issue with regard to housing and support for our vulnerable young people and care leavers, including their Education Training and Employment status. Our care leavers referral to housing is good and the inclusion of colleagues from Housing on the panel negates any delay for appropriate accommodation and floating support in line with each individual's identified need.
5	The Committee notes that as Corporate Parents the Council maintains a responsibility to support young care leavers into any suitable education, employment and training.	Leader of the Council/Deputy Chief Executive	The Council has set out through the Corporate Parenting Strategy and the Leaving Care Strategy its commitments to children in its care. The document sets out our commitments to care leavers' employment, education and training. The corporate parenting board will scrutinise the delivery of these actions

**REPORTS OF THE EDUCATION, CHILDREN AND FAMILIES SELECT COMMITTEE 2017/18
Response to Recommendations**

Report 1: The Children’s Services Landscape in Bromley

Witnesses: Ade Adetosoye, Deputy Chief Executive and Executive Director (ECHS), LBB
 Janet Bailey, Interim Director of Children’s Services, LBB
 Isobel Cattermole, Independent Chairman of the Bromley Children’s Service Improvement Governance Board
 Jim Gamble QPM, Independent Chairman of Bromley Safeguarding Children’s Board

	Recommendation	Addressee	Response
1	That the provision of communications support within the Council be reviewed to ensure sufficient capacity to disseminate key messages and information within the Bromley partnership.	Chief Executive/Leader of the Council, LBB	A review of departmental communications is being undertaken and a report will be available to the leadership team in Education, Care and Health in April 2018
2	That an in-depth analysis of the Children’s Joint Strategic Needs Assessment and a comprehensive review of the changing demography of the Borough be undertaken to inform the provision of services over the next 5 to 10 years.	Deputy Chief Executive and Executive Director ECHS, LBB	This will be addressed in part by the JSNA which is about to be published, and in part by a refresh of the Children’s JSNA later this year.
3	That the Leader and Portfolio Holder for Education, Children and Families make further representations, once the review of the changing demographics of the Borough is completed, to the Government to ensure that adequate funding for the Local Authority and its partners to enable them to meet their increasing obligations to vulnerable children and families in the Borough.	Leader of the Council/Portfolio Holder for Education, Children and Families	The Local authority makes regular representations to central government and this particular issue was raised with Ministers in Dec 2017. We will continue to keep this item on the agenda when we meet with Government officials.


Page 41

	Recommendation	Addressee	Response
4	That work to foster a transparent, honest corporate culture to ensure that Members are provided with accurate information to enable them to provide the necessary support to Officers through respectful challenge.	Chief Executive/Leader of the Council/Director of HR, LBB	This is being discussed both at an officer level and with the Executive. The Council scheme of delegation approved by Full Council expects officers to provide members with accurate information to enable them make decisions.
5	That maintenance of the office environment be kept under review to ensure that the recent improvements that have been made are sustained and that the working environment is conducive to a happy, healthy and productive workforce.	Director of HR, LBB	This is an action that we keep under review. The deep cleaning of office accommodation happened in December 2017. The Children`s Social Care department is also considering opening a reception area for its clients in April 2018 which will be user friendly.
6	That the Local Authority and Bromley Safeguarding Children Board work with partner organisations to actively encourage attendance at and engagement with multi-agency training events.	Chief Executive, LBB/Chairman of Bromley Safeguarding Children's Board	Attendance of key agencies at training events is being monitored by the Chairman of the Safeguarding Board. Regular reports are being provided to the safeguarding board by the training subcommittee on a regular basis. The Chairman of the board has written to organisations where attendance has been poor.
7	The Committee supports the need to analyse the impact of early intervention and to develop policies which prevent children from being taking into care or requiring considerable support.	-	Early intervention is now one of the 6 priorities of the Children and Young People's Plan 2018. The principles agreed by all partners are to provide early intervention and help to families to prevent children from being taking into care.
8	That in the 2018/19 Municipal Year, the Education, Children and Families Select Committee monitor progress made against the issues and recommendations within the reports submitted by the Commissioner for Children's Services in Bromley (in October 2016 and April 2017).	Chairman of the Education, Children and Families Select Committee/Democratic Services Officer.	The recommendations from the Children`s Commissioner for Bromley will be presented to the improvement board on a monthly basis from Jan 2018 to ensure that key actions are delivered upon.

Report 2: Child and Adolescent Mental Health Services

Witnesses: Daniel Taegtmeyer, Head of Integrated Commissioning and Transformation (Bromley Clinical Commissioning Group), Dr Jenny Selway, Consultant in Public Health Medicine (LBB),
 Claire Ely, Director (Bromley Y),
 Ernest Noad, Chairman (Bromley Wellbeing Service)
 Beverley Mack, Associate Director (Oxleas NHS Foundation Trust)
 Stephen Whitmore, Director: Children and Young People’s Services (Oxleas NHS Foundation Trust)

	Recommendation	Addressee	Response
1	That health partners undertake an analysis of specialist mental health provision across the Borough, including eating disorder, autism spectrum disorder and self-harm services, and for this to be considered against the number of referrals and waiting list duration to identify if additional specialist provision is required in any particular area of treatment.	Health Partners	<p>A review of the current referral and care pathways, activity and outcomes are under on-going review through the contract review processes (Bromley Y for Wellbeing, South London and Maudsley and Oxleas).</p> <p>All services commissioned by the NHS are required to submit activity and outcomes data to the national mental health services dataset.</p> <p>The CCG also reports activity and outcomes to NHS England. Out Healthier South East London also report against a Mental Health delivery plan on a quarterly basis.</p> <p>The Local Transformation Plan commits the partnership to a full review of Early Intervention Psychosis services.</p> <p>The South London Partnership New Models of Care is also carrying out extensive service and demand reviews for the most vulnerable group of children who are currently the most likely to be admitted to in patient units.</p> <p>Crisis Care services are currently being developed with a local crisis line and new potential models of crisis care being implemented across the SE London. Oxleas has carried out a comprehensive review of their Paediatric Liaison services and as a result of the review the CCG is investing additional resources in the PRUH to ensure that all CYP who present at A&E can expect to receive dedicated CAMHs interventions and assessment until midnight 7/7 days</p> <p>The CCG is leading a full co-production process, to design sustainable services to meet rising acuity of need.</p>

	Recommendation	Addressee	Response
2	That a standard format for the collection of health data be developed to support comparison and provide an holistic picture of service users.	Bromley CCG, Oxleas NHS Foundation Trust, Bromley Wellbeing Service	<p>NHS Bromley and its partners have developed a local minimum dataset to provide accurate patient level data (anonymised) for the purposes of commissioning.</p> <p>This data is currently analysed by the CCG and the initial findings from the data analysis was included in the Select Committee report (October 2017).</p> <p>Data collection and analysis is subject to further development. The data collection and analysis commenced in 2016/2017 and this means that robust comparator data to review progress against previous years is not possible.</p> <p>Each service which receives funding from the NHS is now required to submit data to the National Minimum Mental Health Services dataset</p>
3	That health partners work to develop arrangements to share live information on waiting lists across a full range of mental health and emotional wellbeing service areas.	Health Partners	<p>Arrangements for live reporting on waiting times is being developed, subject to the data having been validated prior to circulation. Progress against this will be reported by end of Q2 (2018/2019).</p> <p>Specialist community CAMHs activity and waiting times are currently reported through the Contract Monitoring Board monthly.</p> <p>Bromley Y for Wellbeing report waiting times through the quarterly contract monitoring process led by LB Bromley.</p>
4	That funding a for the provision of child and adolescent mental health services benchmarking exercise be undertaken for comparison with statistical neighbours to identify any disparity in funding levels.	Bromley CCG	<p>The Bromley investments in emotional wellbeing and mental health are embedded. The attached data reflects both CCG and LBB investments in to local services. The embedded data includes core investments and includes CAMHs Transformation Plan investments separately.</p> <p>Activity and outcomes data from emotional wellbeing and mental health services are set out in the Select Committee report of October 2017</p> <p>It has not been possible to access investment data from neighbouring Boroughs. Investments in emotional wellbeing and mental health across SE London are currently going through a validation process and are not available for the purposes of comparison.</p> <p> CAMHS Investments Bromley 2014 2018.x</p>

	Recommendation	Addressee	Response
5	That an evaluation of the effectiveness of early intervention be undertaken.	Bromley Wellbeing Service	NHS Bromley CCG is conducting an evaluation with Bromley Y for Wellbeing. The evaluation will be completed by the end of Q2 (2018/2019).

Report 3: Impact of Early Intervention Services

Witnesses: Rachael Dunley, Head of Early Intervention and Family Support (LBB),
 Deborah Cole, Team Manager: Children and Family Centre and FSPP (LBB),
 Barrie Cull, Internal Auditor (LBB),
 PS Alex Komoroczy (Metropolitan Police), and
 PCSO Sue Kennedy (Metropolitan Police)

	Recommendation	Addressee	Response
1	That Early Intervention be given greater prominence and that there be a greater emphasis on Early Intervention and the savings and efficiencies that Early Intervention can deliver across multi-agency partnership boards, such as the Bromley Health and Wellbeing Board.	Deputy Chief Executive/Leader of the Council	
2	That consideration be given to including the Head of Early Intervention and Family Support as a member of the Bromley Health and Wellbeing Board to ensure a continued focus on Early Intervention.	Deputy Chief Executive/Leader of the Council	
3	That a comprehensive, independent review of communication between schools and the Council, including services within the Children's Social Care division, to see where improvement may be made.	Deputy Chief Executive	
	That the budget for Early Intervention in Bromley be protected in future years, as far as practicable, to ensure the continued success of Early Intervention services.	Director of Finance/Deputy Chief Executive	

	Recommendation	Addressee	Response
5	That Bromley Children Project continue to increase and strengthen partnership working and identify new partners, with a focus on services that support sustained changes for families.	Head of Early Intervention	

Report 4: Early Years, Childminding and the 30 Hour Challenge

Witnesses: Carol Arnfield, Head of Early Years, School Standards and Adult Education (LBB),
Liz Hodgeman, Early Years Strategy Manager (LBB), and
Angela Leeves, Early Years Provider and Chairman of the Early Years Development and Childcare Partnership.

	Recommendation	Addressee	Response
1	That steps be taken to ensure wider promotion of the requirement to register for those providing care in their home for more than two hours a day.	Head of Early Years, School Standards and Adult Education	
2	That Early Years Provision be included in any review of Special Educational Needs and Disability (SEND) Reform, including co-production and the Local Offer.	Director of Education	
3	That an Early Years version of the Bromley Schools' Circular be produced with support from other Council services, such as design and communication, as appropriate.	Head of Early Years, School Standards and Adult Education/ Communications Executive	
4	That the potential for marketing the new bespoke IT system to other local authorities with comparable IT infrastructure be explored.	Head of Early Years, School Standards and Adult Education	
	That work continue to explore the potential to develop the two Local Authority maintained nurseries as 'training hubs' for students and apprenticeships and the Committee be provided with an update in March 2019.	Head of Early Years, School Standards and Adult Education	

	Recommendation	Addressee	Response
6	That the excellent quality of the Early Years provision available in Bromley as well as upcoming opportunities for training and employment in the Early Years sector be more widely publicised.	Head of Early Years, School Standards and Adult Education	

Education, Children & Families Work Programme 2018/19

SACRE		5 June 2018
Education, Children & Families Select Committee		4 July 2018
Item		Status
Appointment of Co-Opted Members		
Membership of the Children, Education & Families Budget and Performance Monitoring Sub-Committee	Included within this report.	
Verbal Update: Ofsted Inspection		
References from the Education, Children & Families Budget & Performance Monitoring Sub-Committee		Standing Item
Post 16 non university technical education & apprenticeships		Substantive Item
Education, Children & Families Budget & Performance Monitoring Sub-Committee		18 July 2018
Item		Status
Budget Closedown 2017/18	Annual Report	PH Decision
Budget Monitoring 2018/19		PH Decision
Bromley Safeguarding Children Annual Report 2017/18	ECFBPMSC 17.01.18 Minute 37.	PDS Item
Independent Reviewing Officers Annual Report 2017/18	Annual Report	PDS Item
Performance Management 2018/19 Q.1		PDS Item
YOS Update	Reference from Select Committee	PDS Item
Schools' Forum		12 July 2018
Schools' Forum		20 September 2018
Education, Children & Families Select Committee		16 October 2018
Item		Status
Progress in Implementing Children's Service Action Plan		Standing Item
References from the Education, Children & Families Budget & Performance Monitoring Sub-Committee		Standing Item
Living in Care Council Presentation	Annual Update	Short Item
Children's Social Care – the sustainability of the budget in light of the increase in number of children taken into care		Substantive Item
Education, Children & Families Budget & Performance Monitoring Sub-Committee		30 October 2018
Item		Status
ECF Portfolio Plan		PH Decision
Capital Programme – 1 st Quarter to include Outturn		PH Decision
Budget Monitoring 2018/19		PH Decision
Update on Recruitment and Retention in Children's Social Care	ECFBPMSC 27.03.18 Minute	PDS Item

	52a.	
Annual Sufficiency Statement	ECFBPMSC 27.03.18 Minute 52a.	PDS Item
Adoption Annual Report 2017/18	Annual Report	PDS Item
Private Fostering Annual Report 2017/18	Annual Report	PDS Item
Local Authority Designated Officer Report 2017/18	Annual Report	PDS Item
Virtual School Annual report 2017/18	Annual Report	PDS Item
Performance Management 2018/19 Q.2		PDS Item
SACRE		31 October 2018
Schools' Forum		29 November 2018
Schools' Forum		17 January 2019
Education, Children & Families Budget & Performance Monitoring Sub-Committee		23 January 2019
Item		Status
Capital Programme – 2 nd Quarter		PH Decision
Budget Monitoring 2018/19		PH Decision
2019/20 Dedicated Schools Grant	Annual Report	PH Decision
ECF Draft Portfolio Budget 2019/20	Annual Report	PDS Item
Contracts Activity Report (Part 1 and Part 2)		PDS Item
Performance Management 2018/19 Q.3		PDS Item
Risk Register		Information Item
Education, Children & Families Select Committee		29 January 2019
Item		Status
Scrutiny of the Interim Director of Children's Social Care		
References from the Education, Children & Families Budget & Performance Monitoring Sub-Committee		Standing Item
TBC		Short Item
Corporate Parents – the role of the elected Member		Substantive Item
SACRE		27 October 2018
Education, Children & Families Select Committee		13 March 2019
Item		Status
Annual Scrutiny Report 2018/19	Annual Report	
Scrutiny of the Deputy Chief Executive & Executive Director (ECHS)		
TBC		Short Item
Life Long Learning in a rapidly changing world of work		Substantive Item
Education, Children & Families Budget & Performance Monitoring Sub-Committee		10 April 2019
Item		Status
Capital Programme - 3 rd Quarter		PH Decision
Budget Monitoring 2018/19		PH Decision
Education Outcomes		PDS Item

Decision Maker: Children Education and Families Select Committee

Date: 4th July 2018

Title: BROMLEY COUNCIL APPRENTICESHIP SCHEME

Contact Officer: Angela Huggett, Head of HR Strategy and Education
Tel:020 8313 4029 E-mail: angela.huggett@bromley.gov.uk

Chief Officer: Charles Obazuaye, Director of Human Resources
Tel:020 8313 4381 Email:charles.obazayue@bromley.gov.uk

Ward: N/A

1. Executive Summary

- 1.1 This report sets out the detail of the Government's 2020 vision in relation to the employment of apprentices. It considers the impact of this vision on Bromley Council as an employer and details Bromley's Apprenticeship Scheme.

2. Recommendations

- 2.1 That the Members of the Children, Education and Families Select Committee note the contents of this report.

3. Background/Context

- 3.1 The Enterprise Act 2016 permits the Secretary of State to set targets for prescribed public bodies in relation to the number of apprentices working for them in England.
- 3.2 The new duty applies to public bodies that have 250 or more employees in England. Each one will be required to deliver apprenticeship numbers equivalent to 2.3% of their headcount of employees each year. London Councils has lobbied government to allow local authorities to include apprenticeships created in their supply chains in their contribution to meeting the target; for Full Time Equivalent figures to be used in calculating the target, not a straight headcount; and for schools to be grouped separately and responsible for meeting their own target. However no further information has been received from the Government on these issues.

- 3.3 The Apprenticeship Levy is a charge that was introduced from 1 April 2017 by the government to help fund their plans to deliver a step change in apprenticeship numbers and their quality. The levy is designed to put apprenticeship funding in the hands of employers and encourage them to invest in and create apprenticeships. Employers in England who pay the levy and are committed to apprenticeships training are able to get out more than they pay in through a top-up of additional funding to their digital accounts of 10%. The government applies the top up monthly at the same time as the funds enter the digital account. This means that for every £1 that enters the digital account the employer receives £1.10.
- 3.4 The levy applies to all employers across all sectors in the UK, including local authorities. The rate is set at 0.5% of an employers' pay bill, collected monthly via Pay As You Earn (PAYE) alongside income tax and national insurance contributions. All employers have an allowance of £15,000, which means that the levy is applicable on pay bills over the first £3 million. All London boroughs qualify to pay the levy and the levy payment is ring-fenced in the form of an electronic voucher that can be used to purchase training from recognised providers from the Digital Apprenticeship Service.
- 3.5 For Bromley this means that based on our current pay bill our levy would be approximately £350,000 and our target would be to create approximately 34 new Apprenticeships although as the Council continues its commissioning journey our levy and corresponding target is likely to reduce.
- 3.6 Employers choose the training they would like their apprentice to receive throughout their apprenticeship. There are currently two different types of apprenticeship scheme, frameworks and standards and both are funded in the same way.
- apprenticeship standards - each standard covers a specific job role and sets out the core skills, knowledge and behaviors an apprentice will need to be fully competent in their job role and meet the needs of employers, standards are developed by employer groups known as 'trailblazers'
 - apprenticeship frameworks – a series of work-related vocational and professional qualifications, with workplace and classroom based training
- 3.7 It is the Government's intention to phase out frameworks by 2020, as there is transition to the employer-led apprenticeship standards.

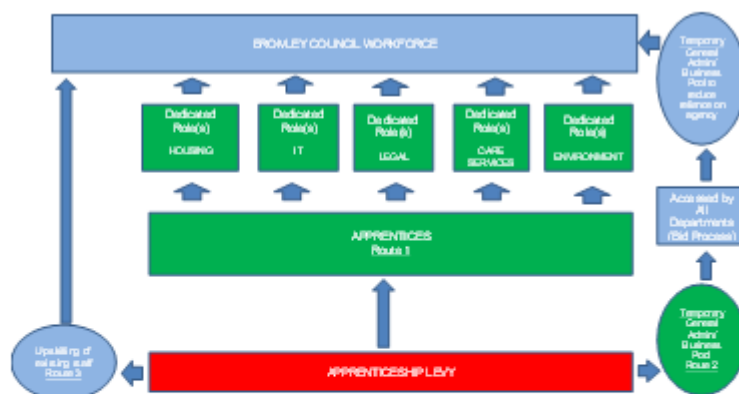
- 3.8 The apprenticeship funding system is made up of 15 funding bands, with the upper limit of those bands ranging from £1,500 to £27,000. Employers are expected to negotiate a price for their apprentice's training and assessment, in the knowledge that there is a maximum that Government is prepared to commit from its funds for the off the job training and assessment for each apprenticeship.
- 3.9 The government has been very specific about what levy funds can and cannot be spent on. Funds can be used for:
- Apprenticeship training and assessment (with an approved training provider and assessment organisation up to its funding band maximum).
- Funds **cannot** be used for:
- Wages
 - Statutory licenses to practice
 - Travel and subsidiary costs
 - Managerial costs
 - Traineeships (This is a course with work experience that gets an individual ready for work or an apprenticeship. It can last up to 6 months).
 - Work placement programmes
 - The costs of setting up an apprenticeship programme.
- 3.10 Apprenticeships are open to all age groups however additional payments from government are available to help with the extra costs associated with supporting younger apprentices, young care leavers and young adults with additional learning needs - £1,000 for employers and £1,000 for the training provider.
- 3.11 Employers are able to use funds to allow an individual to undertake a qualification at a higher level than they already hold, or at the same or lower level if the apprenticeship will allow the individual to acquire substantive new skills and the content of the training is materially different from any prior training or previous apprenticeship.
- 3.12 All training providers that want to deliver apprenticeships to any employer have to join a new Register of Apprenticeship Training Providers (RoATP).

4. The Bromley Scheme

4.1 The image below details Bromley's approach to use of the Apprenticeship Levy. This has been enabled by the generous support of Members with an additional funding amount of £200k to support the scheme. The Scheme benefits both the Council by utilising funding made available through the digital portal and the Local Community as the Scheme is only be available to Bromley Residents and offers real opportunities for future employment and acquisition of skills.

4.2 The Council hybrid model scheme provides for;

- a number of permanent dedicated apprenticeship roles within Departments using existing vacancies
- a pool of apprentices who will be trained in basic administration and business skills and who would then be available to be utilised across the Council for relevant posts graded at circa £18k as an alternative to using agency staff where this need was identified.
- Upskilling of existing staff



- 4.3 At present the Council has engaged 16 Apprentices across various departments who are studying a range of qualifications including Business Administration Level 2 and some more specialist qualifications for example in Housing and Legal services.
- 4.4 HR continues to work with managers and services with recruitment and retention challenges including children and adult care, environment health and planning services to develop a 'Grow your Own Scheme' using the apprenticeship route.
- 4.5. The Council through a procurement process has engaged LSEC (Bromley College) to provide the apprentices with their qualification studies and periods of apprenticeships range from 12- 18 months dependent on the qualification being studied.

5. How the Scheme supports our Corporate Parenting Role

- 5.1 One of our key priorities is to work closely with colleagues within Children's Social Care to help maximise the opportunities for our Looked After Children and to look at ways to best target our recruitment.
- 5.2 We positively encourage applications from our Looked After Children unfortunately we have not had the volume of response that we would wish despite targeted recruitment and so we are looking at what further support we can provide to develop the skills of these young people to help them in the recruitment process. We will be liaising with our training provider (LSEC) to see if they can assist with some support in this respect.
- 5.3 We also network very closely with other Borough's as well as being part of a London Apprenticeship network for Local Government which enables us to share and benefit from best practice.

6. Other Considerations

Do we have any similar schemes in place at the moment?

- 6.1 The Council has been funding the Youth Employment Scheme programme to help tackle local youth unemployment and facilitate employability support for our vulnerable young people since August 2014 with a total amount of funding to end December 2018 of £527.5K. The total number of young people supported into employment for the project is 148 to date. 62 of this number were apprenticeship opportunities mainly within the Bromley Borough.
- 6.2 In addition, the Council also has a graduate intern scheme which offers 12 month placements across the Council to graduates.

6.3 Both the Apprenticeship and Graduate Intern Schemes create opportunities for individuals to build and develop skills. Wherever possible we seek to retain these individuals and we have seen successful permanent appointments and subsequent individual career progression made through these schemes benefiting the individual and the Council.

7. School Position

7.1 The LA currently has 7 school's which are Community and Voluntary Controlled for which the Council is regarded as the employer. It is anticipated that all of these will ultimately convert to academy status.

7.2 The levy fund collection for School's is undertaken by the LA and School's are able to access the funding for Training via Human Resources if they wish.

8. Terms and Conditions

8.1 Terms and conditions of employment for apprenticeships are well established and there is a national statutory minimum wage set for apprentices which is currently £3.70 per hour.

8.2 Traditionally however Bromley has always paid apprentices at the National Statutory age related minimum wage rate which is in excess of the statutory pay rate for Apprentices. The current rate for all Apprentices in Bromley is £7.83.

9. Apprenticeship Scheme going forward

9.1 It is anticipated that the scheme will continue to go from strength to strength endorsing the Government's Vision and helping Bromley Council to fulfil its staffing requirements over the longer term.

Apprentice levy flawed, warn bosses

TIMES 18-5-15

Reform urged after collapse in number of recruits

Philip Aldrick Economics Editor

Business is demanding reforms of the government's apprenticeship levy after official figures showed that the number of new apprentices has collapsed by a quarter this year.

Employer groups said that the decline was due to mismanagement rather than opposition to the scheme. Difficulties in accessing funding and the higher costs involved have become deterrents to recruiting apprentices, which is undermining the government's ambition to add three million starts by 2020.

Companies took on 232,700 apprentices between the start of the academic year last August and February, compared with 309,000 for the same period a year earlier, according to the Department for Education.

The fall was proof that the levy, launched in April last year, is not working, Seamus Nevin, head of policy research at the Institute of Directors, said.

"How much more evidence does the government need before it takes action? While the motivation behind the policy is laudable, the execution is flawed," he said. "If we want to boost skills, productivity and wages then the system must be reformed."

With unemployment at a 43-year low and migrant workers returning to the European Union, employers are in desperate need of skills. This week, the Bank of England warned that recruitment bottlenecks were building up in a number of industries — not just in manufacturing and construction where the problems were most severe.

The levy, imposed at 0.5 per cent of

payrolls for employers paying staff more than £3 million in total, was billed as part of the government's plan to raise productivity by improving skills, but it has been beset with teething problems.

The figures have disappointed since the levy's introduction, despite the government having 18 months to prepare after the policy was announced in 2015, and the monthly data shows no signs of improvement. There were 21,800 apprenticeship starts in February compared with 36,400 a year earlier, a fall of 40 per cent.

The system's complications have proved so intractable that employers regard the levy as another cost rather than an investment in the future. "Businesses are crying out for skilled workers to fill job vacancies and apprenticeships should be very much part of the solution, but the system just isn't working," Jane Gratton, head of skills at the British Chambers of Commerce, said.

Under the scheme, each employer's levy is held in a digital account which it can draw down to pay for on-the-job training. Any unused funds left in each digital account are taken as a general tax by the government after two years. The government has budgeted for roughly £3 billion of tax receipts from the levy each year.

Problems have arisen because of the restrictive conditions. Each apprenticeship has a funding band, with maximum levels. For engineering apprenticeships, the ceiling of £27,000 each is tens of thousands of pounds less than the cost of training, employers say.

Training providers may require full payment upfront to invest in course

Continued on page 40, col 3

Firms confused by apprenticeship levy

Continued from page 37

materials but the money is only released month by month. To qualify for funding apprentices must complete a fifth of their training off the job, which is too limiting and expensive for some companies.

Some companies are using the funds for management to take MBA courses. Reform, the think tank, estimates that £600 million will be spent on such "incorrectly labelled" apprenticeships.

Small companies, who do not pay

the levy, are also abandoning training because in most cases they must now pay 10 per cent of the cost of the apprenticeship. Previously it was fully funded by the state.

Mike Cherry, chairman of the Federation of Small Businesses, said: "This is a strong message that big businesses don't fully understand how the apprenticeship levy works or how to maximise its benefits."

The government claimed that the quality of apprenticeships had improved, pointing to a 25 per cent

increase in higher-level apprenticeships. Anne Milton, apprenticeships and skills minister, said: "It's true that the number of people starting on the old-style apprenticeships has fallen, but the number of people starting on our new, higher-quality apprenticeships is climbing, and we won't sacrifice that quality to increase quantity in the short-term. We are unapologetic about our ambition to make sure everyone, regardless of background, can access high-quality apprenticeship opportunities."

This page is left intentionally blank

CHILDREN, EDUCATION & FAMILIES SELECT COMMITTEE - 4TH JULY 2018
NON UNIVERSITY POST 16 TECHNICAL EDUCATION AND APPRENTICESHIPS
CALL FOR EVIDENCE FEEDBACK

Response A

I was leaving sixth form at Coopers in the summer of 1986 and had applied to Reading University to study German and Russian following my A levels in English, German and French. I was accepted on the course but during the summer break I received a letter stating that the course had changed to German and Dutch because there wasn't enough interest in the Russian side of the course. Dutch is very similar to German and didn't strike me as a language that would be useful in any career I might undertake so I declined my place on the course.

A friend pointed me in the direction of Bromley College of Technology as it was then called and I then enrolled on a 3 year course, Diploma for Secretarial Linguists. I followed this course in both German and French and found it was more of a work placed course than the university course had offered. The course was fantastic in both languages and after the first year I had a year abroad in Frankfurt am Main in Germany. The whole placement there was arranged through the college, including work and accommodation.

After the year abroad I returned for my final year at college and left with a bag full of qualifications, including shorthand and typing in 3 languages, as well as letters after my name. In all honesty I feel that the vocational side to the studies benefitted me more than the university course would have, simply because I could see during the course what kind of work I could move into.

As a result I used my languages for the early part of my career when I worked in Corporate Finance for a merchant bank and also when I worked as an interpreter briefly.

Response B

My son is 16 and for the last 8 months has been an apprentice mechanic attending Bromley college one day a week. My son always wanted to work with cars and was fortunate enough to be offered an apprenticeship at the company where he did his year 10 work experience placement. My son has Asperger's syndrome and mild ADHD and so found school very difficult even with support as part of his EHCP. He is doing well at work and enjoys college where he likes being around people who have a common interest. This being said, it has not been an easy transition period and there have been some difficulties. In particular as a young apprentice he has been treated the same as the more mature students and the expectations are the same without any consideration being given as to the difficulties a not yet 17 year old might be having now that he has left the safety of a school setting.

There were difficulties at the beginning of the course with there being no start date or definite day for attending being decided until just a couple of weeks before the start which was extremely stressful and obviously my son was expected to communicate with the college himself which would be difficult for most 16 year old let alone one with a diagnosed

communication disorder. The support department have been great at Bromley but another boy of the same age might not have access to them and I worry that they would struggle to cope with such an enormous transition.

From a parental point of view, I have found this year quite difficult as it is very hard to treat a 16 year old who earns their own money like an adult when you send them off to work in such a masculine environment but then treat them like a child at home when they are still coming to terms with things like puberty.

My son is the youngest of three children who have all chosen completely different pathways post16. The first stayed on for sixth form then used her health and child care qualification to go straight into a job. She is now studying part time for a degree alongside working. The second went to university and is just finishing her PGCE year. I have allowed them to do what was right for them and not worry about the schools statistics.