



THE LONDON BOROUGH
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DATE: 1 July 2019

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

Councillor Nicky Dykes (Chairman)
Councillor Judi Ellis (Vice-Chairman)
Councillors Marina Ahmad, Yvonne Bear, Kevin Brooks, Hannah Gray,
Christine Harris, Neil Reddin FCCA and Will Rowlands

Church Representatives with Voting Rights
Reverend Roger Bristow and Joan McConnell

Parent Governor Members with Voting Rights
Emmanuel Arbenser, Michelle Fribbens and David Hullah,

Non-Voting Co-opted Members
Angela Leeves, Early Years Representative
Ben McGowan, Young People's Representative

A meeting of the Children, Education and Families PDS Committee will be held at
Committee Rooms, Bromley Civic Centre on **TUESDAY 9 JULY 2019 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

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 2019/20 (Pages 7 - 10)

3 DECLARATIONS OF INTEREST

4 MINUTES OF THE EDUCATION, CHILDREN & FAMILIES SELECT COMMITTEE MEETINGS HELD ON 13 MARCH 2019 AND 8TH MAY 2019 (Pages 11 - 28)

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

In accordance with the Council's Constitution, questions that are not specific to reports on the agenda must have been received in writing 10 working days before the date of the meeting.

Questions specifically on reports on the agenda should be received within two working days of the normal publication date of the agenda. Please ensure that questions specifically on reports on the agenda are received by the Democratic Services Team by **5pm on Wednesday 3rd July 2019**

6 MATTERS OUTSTANDING AND WORK PROGRAMME (Pages 29 - 34)

HOLDING THE PORTFOLIO HOLDER TO ACCOUNT

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

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Questions specifically on reports on the agenda should be received within two working days of the normal publication date of the agenda. Please ensure that questions specifically on reports on the agenda are received by the Democratic Services Team by **5pm on Wednesday 3rd July 2019**

8 PORTFOLIO HOLDER UPDATE

- 9 **CHILDREN, EDUCATION AND FAMILIES PORTFOLIO PLAN UPDATE** (Pages 35 - 50)
- 10 **PRE DECISION SCRUTINY OF DECISIONS FOR THE CHILDREN, EDUCATION & FAMILIES PORTFOLIO HOLDER**
- a **PROVISIONAL OUTTURN REPORT 2018/19** (Pages 51 - 72)
- b **BUDGET MONITORING 2019/20** (Pages 73 - 88)
- 11 **PRE DECISION SCRUTINY OF EXECUTIVE REPORTS**
- a **CHILDREN'S SPEECH AND LANGUAGE THERAPY: BETTER CARE FUND AND FUTURE FUNDING STRATEGY** (Pages 89 - 100)
- b **AUTHORISATION FOR EXEMPTION TO AWARD A FURTHER INTERIM CONTRACT FOR COMMUNITY WELLBEING SERVICE FOR CHILDREN AND YOUNG PEOPLE AND FUTURE PROCUREMENT OPTIONS** (Pages 101 - 114)

POLICY DEVELOPMENT AND OTHER ITEMS

- 12 **SCRUTINY OF THE DIRECTOR OF EDUCATION**
- 13 **YOS UPDATE** (Pages 115 - 124)
- 14 **CONTRACTS REGISTER AND DATABASE** (Pages 125 - 134)
- 15 **QUESTIONS ON THE CHILDREN EDUCATION AND FAMILIES PDS INFORMATION BRIEFING**

The briefing comprises:

- ECHS Risk Register
- Basic Need Update
- Spending on Primary, Secondary and Special Schools 2018/19

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

<http://cds.bromley.gov.uk/ieListMeetings.aspx?CId=559&Year=0>

Printed copies of the briefing are available on request by contacting the Democratic Services Officer.

This item will only be debated if 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. Questions on the briefing should also be sent to the Clerk at least 24 hours before the meeting.

PART 2 (CLOSED) AGENDA

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

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

Items of Business

Schedule 12A Description

HOLDING THE EXECUTIVE TO ACCOUNT

17 PRE DECISION SCRUTINY OF PART 2 (EXEMPT) EXECUTIVE REPORTS

- | | |
|---|---|
| a CHILDREN'S SPEECH AND LANGUAGE THERAPY: BETTER CARE FUND AND FUTURE FUNDING STRATEGY (Pages 135 - 146) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
| b AWARD OF RE-TENDERED CONTRACT FOR PHASE 2 WORKS & EXTENSION OF CONTRACT FOR TEMPORARY ACCOMMODATION AT STEWART FLEMING PRIMARY SCHOOL (Pages 147 - 158) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
| c TRANSPORT GATEWAY REVIEW (Pages 159 - 174) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
| d AUTHORISATION FOR EXEMPTION TO AWARD A FURTHER INTERIM CONTRACT FOR COMMUNITY WELLBEING SERVICE FOR CHILDREN AND YOUNG PEOPLE AND FUTURE PROCUREMENT OPTIONS (Pages 175 - 190) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |

PART 2 POLICY DEVELOPMENT AND OTHER ITEMS

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|-----------|---|---|
| 18 | PART 2 CONTRACTS REGISTER AND DATABASE (Pages 191 - 198) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |
| 19 | PERFORMANCE MANAGEMENT 2018/19 Q.4 (Pages 199 - 206) | Information which is likely to reveal the identity of an individual. |

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Report No.
CSD19096

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: CHILDREN, EDUCATION AND FAMILIES PDS COMMITTEE

Date: Tuesday 9 July 2019

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

Title: APPOINTMENT OF CO-OPTED MEMBERS 2019/20

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: All Wards

1. Reason for report

Members are asked to confirm Co-opted Membership appointments to the Children, Education & Families PDS Committee for 2019/20.

2. **RECOMMENDATION(S)**

2.1 That the following Parent Governor Representative appointments be made to the Children, Education & Families PDS Committee for 2019/20 with voting rights:

- Emmanuel Arbenser, Special School Parent Governor
- Michelle Fribbens, Primary School Parent Governor
- David Hullah, Secondary School Parent Governor

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 PDS Committee for 2019/20 with voting rights;

2.3 The following Co-opted Membership appointments be made to the Children, Education & Families PDS Committee for 2019/20 without voting rights:

- Mrs Angela Leeves as Early Years Representative
- Mr Ben McGowan as Young Peoples Representative

Impact on Vulnerable Adults and Children

1. Summary of Impact: Any Co-opted Members appointed to the PDS 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: There is a marginal cost attached to printing agendas and posting to co-opted Members.
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £358,740
 5. Source of funding:
-

Personnel

1. Number of staff (current and additional): 8 posts (6.79fte)
 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

3. COMMENTARY

Co-opted Membership for 2019/20

- 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, Mr David Hullah is currently the Parent Governor Representative for Secondary Schools , and Mrs Michelle Fribbens is currently the Parent Governor Representative for Primary Schools. They have all confirmed that they are happy to continue in their respective roles.
- 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 Mr Ben McGowan 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

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EDUCATION, CHILDREN AND FAMILIES SELECT COMMITTEE

Minutes of the meeting held at 7.00 pm on 13 March 2019

Present:

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

Reverend Roger Bristow and Joan McConnell
Emmanuel Arbenser and Michelle Fribbens
Angela Leeves and Tajana Reeves

Also Present:

Councillor Nicky Dykes, Executive Assistant to the Children, Education
and Families Portfolio
Councillor Peter Fortune, Portfolio Holder for Children, Education and
Families

47 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

There were no apologies for absence.

48 DECLARATIONS OF INTEREST

In respect of Minute 57 (St Olaves Update), Councillor Wells declared that he was a Member of the Court of St Olaves and St Saviours.

In respect of Minute 53 (questions to the Portfolio Holder), Councillor Fortune declared that he was a Member of the Board of a Clarion Charity.

49 MINUTES OF THE EDUCATION, CHILDREN & FAMILIES SELECT COMMITTEE MEETING HELD ON 29 JANUARY 2019

A Member noted that Minute 42 referred to the 'Corporate Parenting Fun Day'. This should say 'Celebration of Achievement'.

The minutes of the meeting held on 29 January 2019, were agreed, and signed as a correct record, subject to the amendment outlined above.

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

No questions had been received.

**51 MATTERS ARISING AND WORK PROGRAMME
Report CSD19049**

The Committee considered a report dealing with the Committee's business management.

In respect of matters arising from the previous minutes, a Member reported that following the Select Committee meeting she and the Leader of the Labour Group had met with the Interim Executive Director of ECHS to discuss when the information concerning the disapplication request had been relayed to Head Teachers. At that meeting the Members present had been informed that the proposal had initially been rejected by the Schools' Forum on 8th November 2018. For the purposes of clarification the Interim Executive Director explained that in November the Schools' Forum had not rejected the proposals as this was not in the Forum's gift. The proposals had been discussed and concerns raised however it was agreed that the proposals should go out for consultation. The formal rejection of the proposals by the Schools' Forum came at the meeting which took place on 10th January 2019. A Member stressed that the key issue was that Members of the Education Children and Families Select Committee should have been notified of the proposals and the concerns raised by the Schools' Forum following the November meeting.

In relation to the Committee's scrutiny of the Portfolio Holder concerning the Dedicated Schools Grant at the meeting on 29th January 2019, a Member highlighted that a strong point had been made about the need for the Local Authority and the Portfolio Holder to work with the Schools' Forum and give due consideration to recommendations arising out of Schools' Forum meetings. The Portfolio Holder refuted the suggestion that recommendations from the Schools' Forum were dismissed.

Moving on to the 2019/20 Work Programme, the Committee noted that it was for the new Committee which would be constituted at Annual Council to develop and agree its work programme.

RESOLVED: That the report be noted.

52 ANNUAL SCRUTINY REPORT 2018/19

The Annual Scrutiny Report was noted.

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

One oral question had been received from Cllr Angela Wilkins:

1. How many LB Bromley children are on the London Gangs Matrix and what is LBB doing to support them?

Given the recent report published by the Children's Commissioner which estimates that "only a fraction of the 27,000 children who are involved in gangs are known to children's services what is LBB doing to work with schools, GPs, youth clubs, health professionals, families and others to identify these 'missed' children?

Reply:

We work with the Police Gang Lead to provide the numbers of children involved in gangs.

We have 12 young people we are working with that we know are gang linked , 2 of which reside in other LA's but have links to Bromley .

The Missing Exploitation Gang Affiliation (MEGA) panel meets every week to track new information, intelligence and progress of those young people we are working with. The panel is attended chaired by the Head of Service for MASH, Referral & Assessment EDT and Atlas team and attended by colleagues from Education, Youth Offending Services, Probation, Housing, Health and the Police.

New children and young people are added to the panel and names taken off the panel list dependent upon evidence of information shared.

We also work with agencies such as Safer London, Red Thread re Gang exit strategies

Supplementary Question:

This is a complex area that crosses a number of departments and portfolios. Which Officer and Portfolio Holder take the lead on co-ordinating the Local Authorities response?

Reply:

This would sit within Community Safety with the Portfolio Holder for Public Protection and Enforcement taking a strategic lead. From the Officer side, the Head of Trading Standards and Community Safety takes the strategic lead and is currently working to develop a multi-disciplinary panel to coordinate work across the Local Authority. It is still early days but the plan is to undertake a mapping exercise to ensure a proportionate and relevant response across the Borough.

The Chairman suggested that it would be useful to for both the Education, Children and Families Select Committee and the Public Protection and Enforcement PDS Committee to be provided with a written statement outlining the work that was currently underway.

2. How many children referred to Children's Services have county lines connections? Are these children being treated as victims or perpetrators?

Reply:

There are currently 15 Young People known to have county lines links.

On a case by case analysis, some are treated as perpetrators and victims due to the information known about them. Others are treated as victims.

3. What is LBB doing to work with housing associations to re-locate families at risk of gangs/youth violence?

Reply:

Bromley does not hold housing stock and is a member of the Pan-London Housing Reciprocal agreement which relates to the relocation of social tenants to other boroughs. There is a great amount of work between the Local Authority and Housing Associations to identify and target people in terms of early intervention.

Supplementary Question from Cllr Bance:

How did the situation occur whereby LB Lewisham were going to locate some of their troubled teenagers above Streetwise which provided support to some of Bromley's troubled teenagers?

Reply:

Once LB Bromley became aware of Lewisham's plans there was a great deal of work undertaken to reject and rebuff the plans and the move did not take place.

54 PORTFOLIO HOLDER UPDATE

The Portfolio Holder for Children, Education and Families, Cllr Peter Fortune, attended the meeting to respond to questions from the Committee. The Portfolio Holder gave a brief introduction highlighting the following issues:-

- The outcome of the Ofsted Inspection of Adult Education had been fantastic and reflected the fundamental changes to services delivery that had taken place.

- The last meeting of the Children's Service improvement Governance Board had taken place on Friday 8th March 2019. Thanks needed to be extended to the Independent Chairman of the Governance Board, Isobel Cattermole, for her invaluable contribution to supporting the improvement journey.
- School places had now been allocated. 73% of applicants had received their first choice. 96% of applicants had received one of their first 3 choices. These statistics were testament to the extensive work that had been done around school place planning.
- The Buller's Wood planning application for temporary buildings at the St Hugh's site had been submitted and was likely to be heard over the next month or so.

Cllr Fortune then responded to questions making the following comments:-

- The Portfolio Holder acknowledged that Members of the Committee could have been notified earlier of the decision to submit the disapplication request. It was suggested that all Members of the Select Committee should receive minutes from meetings of the Schools' Forum when they were published.
- Following the rejection of the disapplication request by the Secretary of State, a contribution of £2m to high needs funding had been made by the Council. On 27th March 2019 a delegation including representatives from the Local Authority and Schools was due to meet the Minister in order to raise issues around school funding.
- In relation to the planning application for Buller's Wood; the submission of the application was done by the School and the ESFA. The Local Authority had no influence over how the application was submitted and was not involved in the decision to submit a separate application for the temporary accommodation.
- The Executive Assistant for the Children, Education and Families Portfolio noted that there was a significant amount of misinformation about School Place Planning. An event was being held on 18th March 2019, which sought to dispel some of the myths about School Place Planning that existed.
- Bromley was a net importer of pupils. Details of the number of pupils offered places out-of-borough were not available at the meeting. The Chairman suggested that this type of question should be submitted to a Full Council meeting to enable a full response to be provided.
- In relation to the Aeronautical College at Biggin Hill, the Portfolio Holder was due to meet with the Principal of London South East College to discuss the next steps.
- The Portfolio Holder confirmed that his support for the Select Committee process vacillated. He could see that there were significant benefits and the detailed scrutiny of specific issues delivered some beneficial outcomes. However, there remained challenges around identifying reports that were required to be presented to the Committee. It was also noted that traditionally there was not a requirement for the Portfolio Holder to attend meetings of the Sub-

Committee however under the Select Committee arrangements there was an expectation that the Portfolio Holder attended both the main meeting and the Sub-Committee meeting.

The Chairman and Committee thanked the Portfolio Holder for his update.

55 SCRUTINY OF THE DIRECTOR OF EDUCATION

It was agreed that this item would be deferred until the Committee's meeting in July 2019.

56 EDUCATION INFORMATION ITEMS

The minutes of the Education, Children and Families Budget and Performance Sub-Committee held on 23rd January 2019, were noted.

57 ST OLAVES UPDATE **Report ECHS19031**

The Committee received a report providing an update on the actions taken to address the recommendations made in the independent Report of Investigation into St Olave's Grammar School which was issued in July 2018. Independent monitoring had been undertaken by an experienced School Improvement Partner (SIP) jointly appointed by the School and Local Authority. A six-month review was undertaken in January 2019, with participation by the School, Local Authority, Rochester Diocesan Board of Education and the Foundation Trust. The School Improvement Partner reported that progress has been made against all of the 49 recommendations, with 30 recommendations completed and 19 recommendations underway.

The Chairman welcomed to the meeting the Venerable Dr Paul Wright, Chairman of the Governing Body of St Olaves, and Mr Andrew Rees, Head Teacher. The Committee extended its congratulations on the positive outcome of the Ofsted inspection.

The Venerable Dr Paul Wright reported that a great deal had happened since the last update to Committee. The outcome of the Ofsted inspection had been encouraging and the findings of the inspectors had validated the partnership work between the School, Local Authority, Rochester Diocesan Board of Education, and School Improvement Partner that had taken place prior to the Inspection. When the Ofsted inspection took place the School had been able to demonstrate that the recommendations arising from the Independent Investigation had been acted upon.

Dr Wright reported that a strong Governing Body was now in place and this had instilled confidence in the leadership and management of the School. There were some ongoing actions however plans were in place to address these.

Mr Rees highlighted that the report from Ofsted had recognised the improvements made across the school. It was particularly noted that that

parents were positive and that St Olave's had transformed from where it was 18 months ago.

The Director of Education emphasised Ofsted's recognition that strong leadership had driven improvements. The School had worked well with the Local Authority and other partners and there was confidence that when the 12 month update was provided all 49 recommendations would have been completed.

A Member noted the positive relationships that St Olave's was developing with primary schools in the more deprived parts of the Borough. It was emphasised that these positive relationships would encourage diversity at St Olave's.

In response to a question from the Vice-Chairman concerning actions that were not yet implemented, the Head Teacher confirmed that the School was moving toward acting on all recommendations. However, the management at the school were keen to ensure that all policies were discussed appropriately and that changes were properly embedded before signing any actions off.

In response to a question the Head Teacher confirmed that there was ongoing support for the pupils and families that had been affected the most under the old leadership regime. Avenues of ongoing support would also be available through the Local Authority.

In relation to pupils progressing into the Sixth Form, the Head Teacher confirmed that as a Grammar School there were certain criteria that had to be met in order for pupils to progress. There was a need to ensure that all pupils achieved the most appropriate outcomes and the school was trying to make the best and most appropriate decisions for individual pupils. Where it was felt that other, more suitable options were available discussions between the school, pupil and family took place. Parents had understood the rationale for pupils not progressing and there had been no appeals.

In response to a question concerning whether St Olave's would extend its technical education offer, the Head Teacher confirmed that staff would continue to focus their energies and resources into university applications as this was the chosen route for the majority of pupils. It was acknowledged that moving forward more work needed to be done around the offer of apprenticeships.

In response to a question concerning what the Local Authority was doing to ensure that a similar situation did not arise with a school in the future, the Portfolio Holder for Children, Education and Families stressed that as soon as it became aware of issues the Local Authority reacted quickly. An independent investigation was instigated with support from the School. In terms of wider issues, it had to be recognised that the education landscape was evolving and schools were now much more autonomous. As such it was essential that positive relationships with schools were developed and maintained. There needed to be positive engagement with Governing Bodies

and to this end the Local Authority, through its contractor Octavo, was providing support to Governors. Going forward there was also a responsibility for local ward members to become more involved with their local schools. The Director of Education also emphasised the role of the Regional Schools Commissioner in overseeing schools that had converted to academy status. The Local Authority worked closely with the Regional Schools Commissioner, the DfE, and the Education and Skills Funding Agency (ESFA) and if necessary any concerns would be raised with one or all of these organisations.

In relation to the advice given to the schools for which the Local Authority handled the statutory consultation on admissions, the Director of Education confirmed that the fact that the full proposals must be shared with the parent body was implicit in the information that was sent to schools however this would be stated explicitly in the next guidance that was circulated. The action would then be signed off as fully completed.

The Chairman thanked the Venerable Dr Paul Wright and Mr Andrew Rees for attending the meeting to provide an update to Members. It was agreed that a further update would be provided at the meeting scheduled for October 2019.

RESOLVED: That:

- 1. The 6-month independent monitoring report on the implementation of recommendations arising from the St Olave's investigation report be noted; and**
- 2. A further update be provided following the 12-month review of the implementation of recommendations by the School Improvement Partner.**

58 CORPORATE PARENTS - THE ROLE OF THE ELECTED MEMBER

The Children and Social Work Act 2017 defined for the first time, in law, the responsibilities placed upon councils to ensure the best outcomes for Children Looked After and Care Leavers. These duties took up the first chapter and first paragraph in the Act and its prominence highlighted the significance of this duty. The Act outlined these duties as a set principles i.e.

- a) to act in the best interests, and promote the physical and mental health and well-being, of those children and young people;*
- b) to encourage those children and young people to express their views, wishes and feelings;*
- c) to take into account the views, wishes and feelings of those children and young people;*
- d) to help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners;*
- e) to promote high aspirations, and seek to secure the best outcomes, for those children and young people;*

- f) for those children and young people to be safe, and for stability in their home lives, relationships and education or work;*
- g) to prepare those children and young people for adulthood and independent living.*

As Corporate Parents, every Councillor and officer within the Council had a responsibility to apply the above principles in the day to day decision making particularly when making decisions about services which may impact CLA and Care Leavers. All elected members and officers had a duty to act as a parent would for their own child albeit at a much larger scale. Lead Members, Councillors on corporate parenting boards, and on overview and scrutiny committees had particular responsibilities, however all members would need to ensure that they advocated and considered the impact of services for Children Looked After and Care Leavers.

The Chairman welcomed Aneesa Kaprie, Head of CLA and Care Leavers; Melissa Bob Amara, Active Engagement Officer; and Tia Lovick, Chairman of the Living in Care Council, to the meeting. The Committee expressed thanks for the comprehensive and interesting report that had been provided. Members congratulated Tia who was a recipient of the Mayors Award in 2019.

In presenting to the Committee, Tia Lovick explained that feedback received by the Living in Care Council (LinCC) demonstrated that there had been a huge improvement in respect of engagement and involvement from elected members. LinCC would be inviting Members to its meetings so that Corporate Parents could get to know some of the children for which they had responsibility. The Corporate Parenting Fun Day was also an initiative that had been established to help Members get to know some of the children so that decisions could be well informed. The idea was for members of LinCC and elected Members to jointly plan and arrange the Fun Day for maximum benefit. The two Corporate Parenting Fun Days that had taken place (in 2017 and 2018) had both been a big success. Disappointingly in 2018 only the Portfolio Holder for Children, Education and Families, the Mayor, and the Leader of the Labour Group had attended to help plan the event and it was hoped that more Members could be involved this year. However, in 2017, 13 Members had attended the event and this rose to 15 Members in 2018. This increased participation was pleasing. Going forward it would be helpful if Members were to get involved in the planning event for the July 2019 Fun Day which would take place on 16th May 2019.

In terms of the difference that Members could make; Tia suggested that it would be helpful for Members to develop a good understand of the different care journeys experienced by young people. This could be done through increased participation at the LinCC. Another important contribution that Members could make would be giving consideration to any appropriate work experience opportunities that might be available for young people who were in care. Turning to the role of Members as decision makers; Tia urged Members when taking decisions to give consideration to how that decision could impact on children looked after. The example that was cited was that of street lighting; as a result of experiences in care some children may be frightened of

walking down dark streets and any decisions to change the operational time of street lights could have a disproportionate impact on a child living in care. The LinCC was asking that when Corporate Parents were taking decisions they asked the following question: “Are we happy with the impact of this decision on our child?” This would demonstrate to children looked after that members were thinking about these things.

The Members also heard that care leavers received £57.90 a week living allowance. This allowance also had to cover the cost of housing which was expensive in Bromley in addition to other living expenses. The Committee considered the choices that had to be made by care leavers in terms of how to budget and allocate the living allowance.

A Member who was also a member of the Joint Fostering and Adoption Panel reported that the Joint Panel had asked that the LinCC consider questions that they would like the Fostering and Adoption Panel to ask any prospective adopters and foster carers on their behalf.

A Member raised the issue of consideration of a Council Tax exemption for care leavers. In response, the Head of CLA and Care Leavers reported that there was a discretionary fund available to provide support to care leavers who were struggling with Council Tax. The Discretionary Fund was based on need. If issues were identified a holistic approach was taken to giving advice and guidance about how a care leaver managed their budget and this support would be ongoing. The Chairman noted that the issue of a Council Tax exemption had been discussed by Full Council on more than one occasion. The majority view was that children looked after should not be treated any differently to any other 16 or 17 year old struggling with council tax. The Discretionary Fund was available and could be utilised if necessary.

In response to a question concerning whether Members understood the care journey and how Members could get to know the children for whom they had corporate parenting responsibilities Tia suggested that Members might attend LinCC meetings as this would help Members to develop an understanding of positive and negative experiences for living in care. Attendance at LinCC would also help Members to get to know the young people. It was suggested that involvement in planning the Corporate Parenting Fun Day would also present a good opportunity for engagement.

The Head of CLA and Care Leavers suggested that rather than getting to know individual children it may be helpful for Members to consider a set of principles by asking questions such as ‘how would my child feel if they were separated from their family?’ The Committee was reminded that it was the choice of the children looked after whether or not to share their stories. Members needed to ensure that opportunities were made available to the children to share their story if they wished and stories would only be shared when the children were at ease and felt confident.

The Portfolio Holder for Children, Education and Families suggested that Practice Week also provided an opportunity for Members to get to know some

of their children in care. The Portfolio Holder also highlighted the importance of use of language. The Committee's attention was drawn to a report produced by TACT Fostering and Adoption entitled [*Language that Cares*¹](#). The report aimed to change the way in which professionals talked about children in care. The Head of CLA and Care Leavers reported that as a Service the professionals in Bromley had challenged themselves to ensure that the most appropriate language was used on a day-to-day basis.

A Member noted that the LinCC had put together some fantastic booklets which addressed some of the issues on which Members should be cited. It was suggested that it may be helpful if a directory of the booklets could be put together for Members to have as a point of reference.

The Committee also considered the issue of whether the Services provided by the Council had kept pace with the evolving need for children to have emotional support beyond the age of 18/19 years old. It was noted that 30 or 40 years ago children often left home for university and rarely returned home. Today it wasn't unusual for children to remain living with their parents well into their 20s and 30s. It needed to be recognised that the emotional development of young people had changed in the last 20 years yet this did not appear to have been reviewed either locally or nationally. In response, the Head of CLA and Care Leavers highlighted that the Children and Social Work Act 2017 placed a duty to provide care up to the age of 25. The Local Authority was actively looking at the services which were provided to young people between the ages of 18 and 25. The Service would always be available to listen to and advise its Care Leavers who needed support in the same way that a parent would support their children.

The Committee noted that whilst Council apprenticeship opportunities were not ring-fence for children looked after they were guaranteed an interview. There were currently two Care Leavers undertaking apprenticeships and it was anticipated that next year there would be more.

In summing up the discussion that had taken place the Chairman noted the following:

- The Constitutional Improvement Working Group should be asked to consider adding a further report heading: "Implications for Children Looked After and Care Leavers".
- The LinCC would provide some suggested questions for the Joint Fostering and Adoption Panel to ask prospective adopters and foster carers on behalf of children looked after.
- Consideration needed to be given to flow of information between the Care Leavers Forum, the Corporate Parenting Board, the Children's Executive and the Select Committee.

¹ http://www.tactcare.org.uk/content/uploads/2019/03/TACT-Language-that-cares-2019_online.pdf

- It would be helpful for Members of the Select Committee to be provided with a diagram setting out the various Boards that engaged with Children's Services.
- Opportunities for Members to provide practical support such as assistance with university applications, work experience, and job applications should be further investigated. The Head of CLA and Care Leavers reported that there was a worker in the Leaving Care Service who provided support such as this to the young people. A Member had also made an offer of mentoring support.
- It may be helpful to develop a voluntary register of Members skills and the offers of help that had been made in order to coordinate Members' engagement as Corporate Parents.
- It would be helpful to ensure that the dates of LinCC meetings to which members were invited were communicated in good time.
- Consideration should be given to identifying the most appropriate way of Members gaining an understanding of care journeys.
- That the Living in Care Council be invited annually to present to the Select Committee.

Members of the Select Committee noted that the Corporate Fun Day would be held on 28th July 2019.

In drawing the discussion to a close, the Committee agreed that as Easter was approaching an invitation should be sent to all Members for a donation of £10 so that vouchers could be purchased for children looked after. Members also noted that the Christmas pantomime ticket initiative which had been instigated by the Mayor in 2017 had also been popular amongst the children.

The Chairman thanked Aneesa Kaprie, Head of CLA and Care Leavers; Melissa Bob Amara, Active Engagement Officer; and Tia Lovick, Chairman of the Living in Care Council for their insightful and valuable contribution to the Committee's discussion.

59 WITNESS SESSION: LIFELONG LEARNING IN A RAPIDLY CHANGING WORLD OF WORK

The Committee had been provided with a range of written evidence in advance of the meeting. This included a report providing an overview of Lifelong Learning and some of the opportunities available across the Borough, a submission from the Bromley Branch of the University of the Third Age (U3A), and a submission from Community Links Bromley.

The Chairman welcomed Ms Carol Arnfield, Head of Early Years, School Standards and Adult Education (LBB), Ms Tracey Davis, Vice-Principal, London South East Colleges, and Mr Colin Maclean, Community Links Bromley to the meeting.

The Committee began by congratulating the Head of Early Years, School Standards and Adult Education and all the staff involved in the successful outcome of the Ofsted Inspection of Adult Education.

The Committee explored a number of themes and issues with the witnesses and the Chairman suggested that the direction of the Committee's enquiry could be distilled into three main headings:

1. Universal upskilling and provision of employability skills targeting those with more limited exposure to the universal educational system.
2. "Mid-career" training for people in the 40-50s who may have experienced redundancy and need to refocus their skills for a new career.
3. Active retirement.

The Head of Early Years, School Standards and Adult Education began her presentation by emphasising that she welcomed the opportunity to champion lifelong learning due to the immeasurable benefits to both individuals and communities. Over the past few years, as a result of advances in the provision of technology and the impact that this has had on daily life, it had become increasingly important for adults to engage with lifelong learning. Last year Bromley's Adult Education Service had a very successful year, developing a strong range of partnerships and a significant improvement in student achievements and this was reflected in the outcome of the Ofsted Inspection.

The Vice-Principal of London South East Colleges provided the Committee with some details around the vocational offer available at London South East Colleges. There were currently 12,000 learners on a range of vocational programmes which offered 'employability skills' described as "real skills for the real world". Looking to identify skills gaps, the College worked alongside a variety of employers to ensure that industry needs were being met.

The Chief Executive of Community Links Bromley explained that his organisation was a Council for Voluntary Service and provided support work to the charity and voluntary sector. The importance of volunteering could not be underestimated. The Committee noted that the report provided by Community Links Bromley had provided examples of some of the targeted interventions in Bromley.

The Chairman noted that the University of the Third Age (U3A) had provided a very interesting submission to support the Committee's review. The Committee expressed disappointment that the Workers Educational Association (WEA) had not been able to provide any information.

Noting the advances that had been made in Artificial Intelligence (AI) and the emerging suggestions that AI would start to have an effect on professions such as Law and Human Resources, the Chairman queried whether any reports analysing the impact of AI had been published. The Head of Early Years, School Standards and Adult Education reported that as AI was still in its infancy it was too early for research reports and information was somewhat limited. The Chief Executive of Community Links Bromley explained that a report had been published by the National Council for Voluntary Organisations

entitled *The Road Ahead*. There was a good focus on AI and implications for the future. It was agreed that the report would be circulated to Members following the meeting.

Turing to the issue of Adult Learning in Bromley, the Portfolio Holder for Children, Education and Families noted that the additional funding that had been secured for Curriculum Leaders had played a pivotal part in the successful Ofsted outcome.

A Member expressed surprise that only 30% of learners from Bromley Adult Education College gained or sustained employment. In response, the Head of Early Years, School Standards and Adult Education explained that generally Bromley Adult Education College catered for low level learning. As a result of this for most learners the next immediate step would be another course. The figure of 30% was typical for low level learners and a significant change to this figure was not expected. It was however recognised improvements were needed in the capturing of data.

The Committee noted that in the 2018 Autumn Term the work club at the Kentwood site had been rebranded as the Digital Drop In (DDI) Centre. Members noted that as the DDI was relatively new it was largely being advertised in the Adult Education Centres themselves. Issues such as online safety and security, and good digital housekeeping were taught as part of the student induction programme.

Noting that the report provided to the Committee suggested that partnerships with local employers were underdeveloped, the Chairman asked whether any progress had been made and received confirmation that it had not. The Chairman suggested that more should be done to develop relationships and tap into the resources of some of the larger companies across the Borough such as Tesco, Stagecoach, and Ikea who were due to open a new store in Bromley. The Committee noted that discussions had taken place with Stagecoach but there could often be challenges around patterns of shift work. In response to a question from the Chairman, the Vice-Principal of London South East Colleges reported that larger employers often provided their own bespoke training. In saying that, the College did work with a few companies to develop bespoke training packages.

A Member noted that there were a number of entrepreneurs across the Borough and Bromley had one of the highest rates of company start-ups. Members questioned the support that was available to entrepreneurs. The Vice-Principal of London South East Colleges reported that the College provided a variety of courses that would support entrepreneurs seeking to establish their own business. The Head of Early Years, School Standards and Adult Education also confirmed that the Adult Education College was aware of people that were now running businesses as a result of courses that they had attended.

The Committee noted that there were no barriers of entrance to the Step Up to Social Work Programme in terms of age; indeed the programme was

seeking to attract increased numbers of mature applicants. In addition to the Step Up to Social Work programme, members noted that the Now Teach programme was designed to attract mature entrants into teaching and these programmes were signposted through careers services.

Turning to the issue of the devolution of funding for post-16 learning and skills to the Office for the Mayor of London, the Head of Early Years, School Standards and Adult Education confirmed that there would be no change in funding arrangements for the first year. Although it was expected that the funding threshold for full fee remission would be attached to the London Living Wage rather than the National Living Wage. There had also been guarantees that any changes in subsequent years would be introduced through a stepped process. In response to a question concerning the ability of the Local Authority to plan to mitigate any potentially detrimental effects of devolved funding arrangements, the Head of Early Years, School Standards and Adult Education confirmed that in theory the Local Authority should be able to plan because of the notice period of the change in funding. The Local Authority was working closely with other providers and there would be opportunities to bid for additional funding.

Looking at the future challenges, the Chairman suggested that there may be opportunities for AI to support the provision of courses for English as a Second Language due to the reducing cost of the software that was available. The Head of Early Years, School Standards and Adult Education acknowledged that there were opportunities that were worth exploring however it was worth noting that there were numerous benefits to learners of being in a classroom environment and interacting with other learners.

In response to a question surrounding the proportion of the budget that was spent on the upkeep of buildings, the Portfolio Holder for Children, Education and Families suggested that such expenditure would come from capital budgets. As the information was not available at the meeting it was agreed that it would be circulated to Members following the meeting.

The Committee noted that due to funding restrictions any update to the IT system needed to be introduced on a phased basis. Information about the age of the equipment was held and the plan was to replace the older equipment first. A Member queried whether it would be possible to seek sponsorship from nationally recognised companies for any of the work. It was suggested that this was a question for the Council's Commissioning Team as strict procurement rules were in place.

In respect of the London Local Partnership, the Chairman suggested that a request should be made for LB Bromley to transfer into the South London group. Members also suggested that further information should be sought about the cost of membership of the London Local Partnership and who it was who took the decision not to be a full member. The Head of Early Years, School Standards and Adult Education confirmed that there was no evidence that the level of funding received by LB Bromley was affected by the fact that the Local Authority was not a Member. Neither was participation in

discussions and being able to bid affected by the Council's non-member status, although this was something that would require monitoring in the future.

The Committee noted that Lifelong Learning was interconnected with a range of other services across the Council such as staff development, and the delivery of support to young people not in education, employment or training; it was not just the Adult Education service involved in lifelong learning, there was evidence of the use of learning as an alternative therapy right across the public sector. There was a national prescribing scheme which was niche and targeted. Local discussions were underway but nothing had been commissioned by Bromley Clinical Commissioning Group (CCG) as yet. Bromley CCG were looking to introduce a pilot scheme in Penge and Anerley which worked with five GP Surgeries. Discussion papers had been considered but as yet there was no formal commissioning.

Noting there was no dedicated website for the opportunities for cultural enrichment across the Capital the Committee suggested that it would be helpful for such a website to be created in order to signpost people to the variety of opportunities that were available.

In drawing the discussion to a close, the Chairman thanked Mrs Carol Arnfield, Head of Early Years, School Standards and Adult Education (LBB), Ms Tracey Davis, Vice-Principal, London South East Colleges, and Mr Colin Maclean, Community Links Bromley for their contribution to the Committee's review. Following the meeting a report would be prepared for consideration by Full Council.

CONCLUDING REMARKS

Noting that this was the last meeting over which the Chairman would preside, Members of the Committee thanked Councillor Bennett for his professional and courteous chairmanship of the Committee. Membership extended good wishes to Councillor Bennett for his year as Mayor of Bromley.

In response, Councillor Bennett expressed thanks to the Committee and to the Vice-Chairman, Councillor Reddin. Councillor Bennett commented that he could not have asked for a better Vice-Chairman. Finally, Councillor Bennett thanked both the Interim Executive Director, and the Clerk to the Committee for their support

The Meeting ended at 10.00 pm

Chairman

CHILDREN, EDUCATION AND FAMILIES PDS COMMITTEE

Minutes of the meeting held at 8.36 pm on 8 May 2019

Present:

Councillor Nicky Dykes (Chairman)
Councillor Judi Ellis (Vice-Chairman)
Councillors Marina Ahmad, Yvonne Bear, Kevin Brooks,
Hannah Gray, Christine Harris, Neil Reddin FCCA and
Will Rowlands

Also Present:

Other members of the Council

60 PROPORTIONALITY OF SUB-COMMITTEE

RESOLVED that the following proportionality be agreed.

	Size	Conservative	Labour	Independent
Children, Education and Families Budget and Performance Monitoring Sub-Committee	6	5	1	0

61 MEMBERSHIP OF SUB-COMMITTEE

RESOLVED that the following Schedule of Members to serve on the Sub-Committee of the Children, Education and Families PDS Committee be agreed.

- (i) CHILDREN, EDUCATION AND FAMILIES BUDGET AND PERFORMANCE MONITORING SUB-COMMITTEE

	COUNCILLORS
1	Judi Ellis (CH)
2	Will Rowlands (VC)
3	Marina Ahmad (LAB)
4	Nicky Dykes
5	Neil Reddin
6	

62 APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN OF SUB-

COMMITTEE

RESOLVED that the following Councillors be appointed as Chairman and Vice Chairman of the Sub-Committee of the Children, Education and Families PDS Committee.

CHILDREN, EDUCATION AND FAMILIES BUDGET AND PERFORMANCE MONITORING SUB- COMMITTEE	Judi Ellis	Will Rowlands
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The Meeting ended at 8.37 pm

Chairman

Report No.
CSD19114

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: Children Education and Families PDS Committee

Date: 9th July 2019

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

Title: **MATTERS OUTSTANDING & 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 outstanding from previous meetings;
- Developing the 2019/20 Forward Work Programme; and

2. **RECOMMENDATION(S)**

That the PDS Committee reviews and comments on:

1. Progress on matters outstanding from previous meetings; and
2. The 2019/20 work programme, indicating any changes or particular issues that it wishes to scrutinise for the year ahead.

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 Outstanding 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.

Work Programme

- 3.2 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.
- 3.3 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.
- 3.4 The Committee may wish to consider establishing Task and Finish Groups for specific focused policy development work.
- 3.5 **Appendix 2** sets out the Education, Children and Families PDS Committee Work Programme for 2019/20. Committee is invited to comment on the proposed schedule and suggest any changes it considers appropriate.
- 3.6 Other reports will be added to the 2019/20 Work Programme as items arise.

Appendix 1

Minute Number/Title/Date	Action/PDS Request	Update	Action by	Expected Completion Date
54 Portfolio Holder Update (13 th March 2019)	That all Members of the Committee receive the Schools' Forum minutes when they are published.	Action has been taken to ensure that minutes from the Schools' Forum are circulated to the PDS Committee when they are available. Members can also sign up to email alerts via the website and automatically receive a notification when agendas and minutes are published.	Democratic Services Officer	April 2019
55 Scrutiny of the Director of Education	That Scrutiny of the Director of Education be postponed until July 2019.	The item has been scheduled for the first meeting of the 2019/20 Municipal Year.	Democratic Services Officer	July 2019.

Children, Education & Families Work Programme 2019/20

Schools' Forum		20th June 2019
Children, Education & Families PDS Committee		9th July 2019
Item		
Appointment of Co-opted Members		Annual report
Budget Closedown 2018/19	Annual Report	PH Decision
Budget Monitoring 2019/20		PH Decision
ECHS Risk Register	Information report	PDS Item
Children, Education and Families Portfolio Plan Update		Holding PH to Account
Spending on Primary, Secondary and Special Schools 2018/19	Information Report	Annual Report
Performance Management 2019/20		Holding PH to Account
Transport Gateway Review	Part 2	Executive Report
Bromley Y	Part 2	Executive Report
Speech and Language Therapy – Amended Contract Specification	Part 2	Executive Report
Basic Need Update	Information Report	Executive Report
SACRE		3rd July 2019
Schools' Forum		19th September 2019
Children, Education & Families PDS Committee		8th October 2019
Item		Status
YOS Update		PDS Item
Adoption Annual Report 2018/19	Annual Report	PDS Item
Private Fostering Annual Report 2018/19	Annual Report	PDS Item
Local Authority Designated Officer Report 2018/19	Annual Report	PDS Item
Independent Reviewing Officers Annual Report 2018/19	Annual Report	PDS Item
Virtual School Annual report 2018/19	Annual Report	PDS Item
Annual ECHS Complaints Report	Annual Report	PDS Item
Performance Management 2019/20		PDS Item
St Olave's Update		PDS Item
DVA & VAWG Contract Award		Exec Report
Children, Education & Families Budget & Performance Monitoring Sub-Committee		12th November 2019
Item		Status
Budget Monitoring 2019/20		PH Decision

SACRE		13th November 2019
Schools' Forum		9th January 2020
Children, Education & Families Budget & Performance Monitoring Sub-Committee		14th January 2020
Item		Status
Capital Programme – 2 nd Quarter		PH Decision
Budget Monitoring 2019/20		PH Decision
2020/21 Dedicated Schools Grant	Annual Report	PH Decision
ECF Draft Portfolio Budget 2020/21	Annual Report	PDS Item
Contracts Activity Report (Part 1 and Part 2)		PDS Item
Children, Education & Families PDS Committee		30 January 2020
Item		Status
Performance Management 2019/20		PDS Item
Risk Register	Information Report	Information Item
Bromley Safeguarding Children Board Annual Report 2018/19	Annual Report	PDS Item
SACRE		4 March 2020
Children, Education & Families PDS Committee		10 March 2020
Item		Status
Annual Scrutiny Report 2018/19	Annual Report	PDS Item
Education Outcomes	Information Report	PDS Item
Children, Education & Families Budget & Performance Monitoring Sub-Committee		18 March 2020
Item		Status
Capital Programme - 3 rd Quarter		PH Decision
Budget Monitoring 2019/20		PH Decision

Report No.
ECHS19062

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: CHILDREN, EDUCATION AND FAMILIES PORTFOLIO HOLDER

Date: Tuesday 9 July 2019

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

Title: CHILDREN, EDUCATION AND FAMILIES PORTFOLIO PLAN
2018 to 2022 UPDATE – Quarter 4, 2018/19

Contact Officers: Naheed Chaudhry, Assistant Director Strategy, Performance and Engagement

Chief Officer: Janet Bailey, Interim DCS

Ward: N/A

1. Reason for report

- 1.1 This report presents the Children, Education and Families Portfolio Holder with a 6 monthly update of the Children, Education and Families Portfolio Plan 2018-22.

2. **RECOMMENDATION(S)**

- 2.1 Members are asked to note progress on the actions associated with the Children, Education and Families Portfolio Plan 2018/22 for the second half of 2018/19 - Appendix 1.

Impact on Vulnerable Adults and Children

1. Summary of Impact:
-

Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Children and Young People Excellent Council Safe Bromley Healthy Bromley
-

Financial

1. Cost of proposal: No cost:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Education, Children and Families Portfolio
 4. Total current budget for this head: £
 5. Source of funding:
-

Personnel

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

Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable:
-

Procurement

1. Summary of Procurement Implications:
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): All vulnerable children and young people within Bromley
-

Ward Councillor Views

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

3. COMMENTARY

Background

- 3.1 The Education, Children and Families Portfolio Plan 2018 to 2022 differs from previous Portfolio Plans in that it spans a four year cycle rather than the previous annual Portfolio Plans. This allows the Plan to focus on delivering the longer-term strategic priorities for children and young people. The priority outcomes reflect the Building a Better Bromley vision for our children and young people and the Education, Care and Health department's 'Journey to Excellence'.
- 3.2 The Education, Children and Families Portfolio Plan 2018 to 2022 was presented at the Children, Education and Families Budget and Performance Monitoring Sub-Committee meeting on 18 July 2018 and agreed by the Portfolio Holder following comments by the Select Committee. The Plan focusses on four priority outcomes:
- Safeguarding
 - Life chances, resilience and wellbeing
 - Implement the SEND reforms
 - Ensuring efficiency and effectiveness
- 3.3 Within each priority are a number of statements which are underpinned by actions and measures of success within the work of Education, Care and Housing Services. The half-yearly update to the Portfolio Plan was scheduled at the Children, Education and Families Budget and Performance Monitoring Sub-Committee meeting on 30th October 2018.
- 3.4 Key achievements of the 2018 to 2022 Portfolio Plan for the second half of 2018/19 are:
- Priority 1 – Safeguarding:
 - The Bromley Safeguarding Children Board held a successful conference during the autumn 2018 providing training and greater awareness of safeguarding issues in Bromley.
 - The first annual Children's Social Care Conference, held in October 2018, focussed on social work values and practice including safeguarding. The second annual conference is planned for October 2019.
 - The Children's Performance Framework is now embedded with associated weekly, monthly and annual reports and analysis provided; The monthly Performance Digests for Children's Social Care and Education have been refreshed.
 - Priority 2 – Life chances, resilience and wellbeing:
 - A new school improvement strategy was presented to maintained schools on 29 April
 - Work to close the achievement and progress gap continued with the Improving Outcomes for Bromley's Disadvantaged Pupils Conference and recruitment to the Closing the Gap project. A Summer conference on reciprocal reading is planned for July 2019
 - Commissioning of complementary vocational alternative provision offer is underway, using a £250k p.a. pump prime investment
 - There has been 1 permanent exclusion from primary schools in 2018/19 year to date.
 - Priority 3 – Implement the SEND Reforms:
 - 7 Primary Specialist Leaders in Education have been recruited, training has taken place and they are ready to commence delivery in schools to model effective practice in supporting pupils who have SEND.
 - Establishing Service Level Agreements with all mainstream schools with additionally resourced provision.

- The SEN Statutory Assessment Team has been restructured with case allocations realigned providing a far greater emphasis on placing children and young people at the centre.
- A Group Leader has been appointed to lead the SEN Advisory Teams, bringing together expertise and a much stronger offer of support to schools and settings across the continuum of provision and age range (0-25yrs).
- A Quality Assurance and Improvement Lead (QAIL) is being appointed to drive the improvements in working practices, quality and timeliness of the statutory process.
- The extended 2019-22 strategy is being drafted for implementation in September 2019
- An Expression of Interest has been successful to establish a new primary Free Special School for children who have ASD with a profile of more complex needs. Phase 2 is underway and the school is likely to open in September 2020.

• Priority 4 – Ensuring efficiency and effectiveness:

- User Voice Framework launched in October 2018 continues to help improve how the department collates and uses feedback from residents and service users, with associated guidance and best practice being rolled out.

3.5 Officers are working with the Portfolio Holder to update the Education, Children and Families Portfolio Plan for 2019/20 with careful consideration to align this to the Councils' Transformation Plan.

4. IMPACT ON VULNERABLE ADULTS AND CHILDREN

All priorities of the Education, Children and Families Portfolio Plan have regard to the needs of the vulnerable children and young people of Bromley.

5. POLICY IMPLICATIONS

There are no policy implications arising directly from this report. Any policy implications arising from the implementation of the various actions contained within the plan will be reported to the Sub-Committee separately.

6. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from this report. Any financial implications arising from the implementation of the various actions contained within the plan will be reported to the Sub-Committee separately.

7. LEGAL IMPLICATIONS

There are no legal implications arising directly from this report. Any legal implications arising from the implementation of the various actions contained within the plan will be reported to the Sub-Committee separately.

Non-Applicable Sections:	Personnel Implications, Procurement Implications
Background Documents: (Access via Contact Officer)	N/A

Key: [AP] = Annual Programme

CEF = Children, Education and Families

RRH = Renewal, Recreation and Housing

PRIORITY 1 – SAFEGUARDING

Ensure effective arrangements are in place to respond to safeguarding risks, preventing the escalation of issues to keep children and vulnerable adults safe.

Rationale

Safeguarding children and adults is everyone's business. By ensuring that effective arrangements are in place to respond to safeguarding risks we are in place to respond to safeguarding risks we will ensure children and adults are safe and less likely to require statutory intervention.

Key strategies/plans

✓ Our Journey to Excellence

✓ BSAB Safeguarding Strategy

✓ Older People's Strategy

✓ BSCB Business Plan

✓ Children and Young People's Plan

✓ VAWG Strategy

✓ The Roadmap to Excellence

Aligns to Building a Better Bromley

✓ Supporting independence

✓ Supporting children and young people

✓ Excellent Council

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4 update	PH Plan
1) Raise awareness of children and adults safeguarding	<p>A) Work with both Children and Adult Safeguarding Board Chairs to promote multi-agency training</p> <p>B) Undertake a campaign to improve awareness of adult and children safeguarding with residents and professionals to make Bromley a place where preventing abuse and neglect is everybody's business</p>	<p>Training programme published and well attended</p> <p>Annual conferences well attended</p> <p>Campaigns launched</p>	April 2022 [AP]	Director Children's Social Care	<p>A)</p> <ul style="list-style-type: none"> A programme of multi-agency training courses has been scheduled for 2018/19 together with a suite of e-learning. Lunchtime events were held in autumn 2018 and spring 2019 to provide learning from recent Serious Case Reviews and Learning Reviews. The Multi-Agency Partnership Events for front-line professionals and volunteers in Bromley re-started in September 2018. <i>"Understanding Safeguarding: it's everybody's business"</i> focusing on Bromley's Threshold of Needs, the safeguarding pathway and support available for families was repeated monthly through to December 2018. Another four sessions have been scheduled from March to July 2019. <p>B)</p> <ul style="list-style-type: none"> The Safer Schools event in September 2018 saw the launch of the Safer Schools package for pupils, parents and staff to access up to date information and resources. 	CEF

					<ul style="list-style-type: none"> The Bromley Safeguarding Children Board's Annual Conference, held on 20 November 2018, focused on vulnerable adolescents and pathways to harm. Keynote speakers addressed the issues of gang involvement and successful interventions as well as contextual safeguarding. Additionally there was training about suicide prevention and learning from recent Serious Case reviews. The first annual Children's Social Care Conference, held in October 2018, focussed on social work values and practice including safeguarding. The second annual conference is planned for October 2019. 	
2) Maintain effective oversight of Safeguarding impact	A) Implement the Children's Performance Framework	Weekly data delivered Monthly digests delivered Frameworks reviewed annually	April 2022 [AP]	Assistant Director Strategy, Performance & Engagement	Children's Performance Framework: <ul style="list-style-type: none"> The Children's Performance Framework has been finalised and implemented. The monthly Performance Digest has been refreshed. 	CEF
	B) Implement programme of Children's case audits	Audits completed and recommendations implemented	April 2022 [AP]	Director Children's Social Care	A programme of audits for 2018/19 has been scheduled and an update of the Quality Assurance Framework was presented to the Governance Board. As part of the Quality Assurance Framework maturing, Case Audit Planning meetings are now being held which enable 360° feedback with social workers leading to improved practice. Phase 3 began in February 2019 with scrutiny provided by the Practice Improvement Board (commencing April 2019).	CEF
	C) Implement programme of Housing case audits, which including safeguarding of vulnerable adults and families			Director Housing	A programme of audits for 2018/19 has been scheduled. Lessons learnt are reported through the senior management team and actions identified incorporated into the service improvement plan. An audit by LBB auditors has been carried out on temporary accommodation and allocations with an action plan subsequently implemented. An audit of the new Homelessness regulations is planned for next year.	CEF, RRH
3) Implement the Children's Improvement Plan	A) Implement actions in Children's Improvement Plan B) Prepare for follow up Ofsted Single Inspection	All actions implemented Improvement on Ofsted rating 'inadequate'	Dec 2018	Director Children's Social Care	A) The Improvement Plan has been signed off as complete. B) The Ofsted inspection was carried out in November 2018. The report, published in January 2019, graded Bromley as Good overall for services and Outstanding for leadership.	CEF

PRIORITY 2 - LIFE CHANCES, RESILIENCE AND WELLBEING

Every child, young person and adult should have access to a good education and services which support their health and wellbeing and enable their potential. Our residents should have access to preventative early help which is vital to prevent problems getting worse.

Rationale

We want to improve the life chances of the local population and increase wellbeing. By working in partnership with key partners and residents to identify challenges early on, we can increase the resilience of our residents and our communities, stop needs from escalating and increase social mobility.

Aligns to Building a Better Bromley

- ✓ Supporting independence
- ✓ Supporting children and young people
- ✓ Healthy Bromley
- ✓ Excellent Council

Key strategies/plans

- ✓ Our Journey to Excellence
- ✓ Health and Wellbeing Strategy
- ✓ Children and Young People's Plan
- ✓ Childcare Sufficiency: Annual Report
- ✓ School Place Planning Strategy
- ✓ Adult Education Community Learning Strategy
- ✓ Education Outcomes for Children in Bromley Schools: Annual Report
- ✓ Health and Wellbeing Strategy

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
1. Develop our local school improvement strategy with schools	<p>A) Work with schools to produce a local school improvement strategy to reflect the changing landscape of education providers and to set out how we will fit within the landscape in the future</p> <p>B) In partnership with schools, explore the viability and usefulness of traded services that are financially robust, make a positive impact on Improving outcomes</p>	<p>Vision for education in Bromley agreed</p> <p>Ways of working and enabling agreed</p>	April 2019	Director Education	<p>A)</p> <ul style="list-style-type: none"> Meeting with Head teachers of maintained schools to agree new framework planned for April 2019. SIP jointly appointed for St Olave's School, has begun work programme to include 6 month and 12 month review of action plan following investigation. Annual analysis of headline educational outcomes for 2018 presented to briefing for head teachers in October 2018 to identify priorities for 2018/19 school year. <p>B)</p> <ul style="list-style-type: none"> New school improvement strategy was presented to maintained schools on 29 April Mapping of partnership groups including school representation is being undertaken 	CEF

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
2. Secure sufficient school places	A) Secure sufficient school places for pupils in Bromley	<p>Sufficient school places to sustain percentage of pupils offered one of their first three preferences</p> <p>Sufficient local provision for children with special educational needs and/or disabilities (SEND)</p>	April 2022 [AP]	Director Education	<ul style="list-style-type: none"> The School Place Planning Strategy 2019 was completed and considered by the Schools Places Working group on 4th April 2019, before being approved by Portfolio holder. Additional school places to be provided by the expansion of existing schools and the creation of new free schools: <ul style="list-style-type: none"> ➤ Currently no planned bulge classes. ➤ Eden Park High School is on track to move to its permanent site in September 2019. ➤ Stewart Fleming Primary School expansion to 3 FE currently delayed to 2020. ➤ Trinity CE Primary School to have an additional form of entry ➤ Scheme to provide an additional 60 places at Bishop Justus CE Secondary school by August 2019 ➤ Permanent planning consent for Bullers Wood School for Boys achieved. The Council is seeking assurance from DfE on arrangements for September 2019. SHaW Futures planning application was rejected by Planning Inspectorate. Additional project proposal outcomes are awaiting results. ➤ Bromley Beacon Academy Phase 2 due to be completed by Spring 2019 Initial SEND place planning analysis completed, in depth work underway 	CEF
3. Sufficiency for funded childcare	A) Ensure there is sufficient good quality appropriate capacity in the sector to enable 30 hours of funded childcare for two, three and four year olds of working parents entitled to free provision	<p>Take up of targeted childcare for two year olds</p> <p>Take up of 15 hour and 30 hours funded offer childcare</p>	April 2022 [AP]	Director Education	<ul style="list-style-type: none"> Take up of 30 hours free childcare places Bromley in top 3 London boroughs each term in 2017/18. Staff vacancies have had an impact on take up of targeted two year old offer. Temporary officer commenced in November 2018 to increase communications with parent groups and encourage higher take-up of early years' entitlements. 	CEF

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
4. Narrow the educational gap	<p>A) Develop our capacity to challenge and support schools and other educational settings to close the achievement and progress gaps for children from disadvantaged groups</p> <p>B) Develop a local offer of Alternative Provision for young people at risk of disengaging from education</p>	<p>Attainment and progress gaps between pupils in disadvantaged groups and their peers reduced</p> <p>Exclusions and persistent absence from school reduced</p>	April 2022 [AP]	Director Education	<p>A)</p> <ul style="list-style-type: none"> All School Standards training activities include an element focused on tackling the disadvantaged gap. A research action project focused on closing the gap has commenced. 22 schools participating, 2 events completed and 3rd event planned for May 2019. Summer conference on reciprocal reading planned for July 2019 Headline data for 2018 education outcomes retain Bromley's high rankings nationally. The disadvantage gap in Early Years education has been reducing since 2015 and is now narrower than the national gap although still likely to be wider than for London as a whole. In Primary education, the disadvantage gap has widened at the end of both KS1 and KS2 and is wider than nationally. 7 Primary SLEs have been recruited, training has taken place and they are ready to commence delivery in schools to model effective practice in supporting pupils who have SEND. <p>B)</p> <ul style="list-style-type: none"> Nightingale has transferred to BTA to secure leadership and quality of provision. Commissioning of complementary vocational alternative provision offer underway, using £250k p.a. investment to pump prime Fair Access Protocol to be reviewed 	CEF

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
5. Keep young people in Education, Employment or Training to improve life chances	A) Meet requirements of Education, Care and Skills Act 2008 duty on all young people to participate in Education, Employment or Training until their 18 th birthday	Reduce Education, Employment or Training (NEET) figures	April 2022 [AP]	Director Children's Social Care	<ul style="list-style-type: none"> A variety of support is provided through the Bromley Youth Support Programme and Bromley Education Business Partnership to engage young people, especially those who are vulnerable, to participate in education, employment and training. Tracking of young people is carried out through the Bromley Youth Support Programme. An additional NEET worker has started based in the Leaving Care service. A Social Impact Bond project in partnership with Lewisham, Greenwich and Depaul UK will provide support over 4 years to those care leavers most at risk of NEET. 100% target achieved for transition project of year 11 CLA, to identify post 16 provisions 	CEF
6. Eliminate permanent exclusion from primary schools	<p>A) Set out clear and robust pathways for graduated support for children with additional needs to improve early identification</p> <p>B) Develop early intervention for pupils in primary schools to reduce the need for exclusion</p>	No permanent exclusions from primary schools	Sept 2018	Director Education	<p>A) SEND Graduated Approach was launched in September 2018 with a toolkit now in the final stages of development across the four categories of SEND.</p> <p>B) Primary outreach service commissioned for two years and in place from April 2018. Options being considered to secure sustainability. Significant reduction in permanent exclusions from primary schools from 17 in 2016/17 to 2 in 2017/18. There has been 1 permanent exclusion from primary schools in 2018/19 year to date.</p>	CEF
7. Improve life chances through adult learning	A) Offer targeted adult education programmes to improve the life chances of adults in our disadvantaged communities	Increased number of participants from disadvantaged areas	April 2022 [AP]	Director Education	<ul style="list-style-type: none"> Spring term 2019 there were: 321 English and Math enrolments. 97% retention, 56 GCSE English & Math enrolment, 93% retention. 439 ESOL enrolments; 98% retention. Enrolments in targeted outreach provision were 982, with 60% from residents in disadvantaged wards Outreach provision included: Editing photos with Google photo; Upcycling clothes and materials, handmade chocolate for Easter; Healthy lunchbox for babies and young children; Make, play and take away, story sacks. 	CEF

PRIORITY 3 - IMPLEMENT THE SEND REFORMS

Implement the special educational needs and/or disabilities (SEND) reforms. Improve the identification, assessment of need and provision for our children and young people up to age 25. Ensure sufficient, appropriate and good quality provision within a sustainable financial envelope.

Rationale

Improve learning and life outcomes through more effective joined up working across education, health and social care for children and young adults who have special educational needs and/or disabilities.

Aligns to Building a Better Bromley

- ✓ Supporting independence
- ✓ Supporting children and young people
- ✓ Healthy Bromley
- ✓ Excellent Council

Key strategies/plans

- ✓ Our Journey to Excellence
- ✓ SEND Reforms Improvement Plan
- ✓ SEND Strategic Vision and Priorities
- ✓ Children and Young People's Plan

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
1. Implement the SEND Reforms	A) Implement the SEND Reforms Improvement Plan	All actions implemented	April 2022	Director Education	A) <ul style="list-style-type: none"> Review commissioned from SEND4change complete, achieving very good engagement from stakeholders and establishing a common understanding of the challenges facing Bromley. Feedback from this exercise has informed SEND Strategic Vision and Priorities 2018-19 and action plan re-aligned to five priorities. SEND multi-agency conference in September 2018 to report progress on the SEND Reforms. Project manager appointed to drive the pace of implementation and strengthen accountability to SEN/D Governance Board. A three-year Strategy is being developed to build on the Strategic Vision and Priorities 2018-19 based on the key themes of localising, stretching services and accountability. Bromley SEN Training Collaborative set up with a focus on SEN with appointment of 7 Primary Specialist Leaders in Education to model effective practice to support pupils with SEN/D. 	CEF

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
					<p>Developing Inclusive practice event for senior leaders being held on 30th April</p> <ul style="list-style-type: none"> Group Manager appointed to lead the SEN Statutory Assessment Team and team being restructured to strengthen management oversight; improve the rigour of decision making and the quality of EHC planning. SEN Statutory Assessment Team restructured with case allocations realigned providing a far greater emphasis on the child at the centre Group Leader appointed to lead the SEN Advisory Teams, bringing together expertise and a much stronger offer of support to schools and settings across the continuum of provision and age range (0-25yrs) Quality Assurance and Improvement Lead (QAIL) being appointed to drive the improvements in working practices, quality and timeliness of the statutory process 	
2. Integrated services 0 - 25	<p>A) Review assessment, decision making and planning processes across services to ensure that transition between children's and adults' services are effective</p> <p>B) Improve systems for joint commissioning</p>	<p>Better transitions between children's and adults' services for young people and their parents</p> <p>Gaps in services identified and addressed effectively</p>	Sept 2018	Director Children's Social Care/ Adult Social Care	<p>A)</p> <ul style="list-style-type: none"> Interim Chief Executive has commissioned a review of transition from children's to adults' services. Transitions Programme Manager appointed with IBCF funding to oversee the transition process to support young people and their families transitioning from childhood through to adulthood. Multi-agency Transition Strategy Group in place to monitor the Transition work plan and provide scrutiny that feeds into the SEND Governance Board <p>B) Joint commissioning position statement developed across LBB/CCG.</p>	CEF

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
3. Improved governance and inspection readiness	<p>A) Strengthen our leadership and governance arrangements</p> <p>B) Prepare for the local area SEND inspection by establishing a robust baseline, plans for rapid and sustained improvement, and rigorous tracking</p>	Successful SEND local area inspection, demonstrating progress across all three key themes	April 2019	Director Education	<p>A)</p> <ul style="list-style-type: none"> • SEN/D Governance Board is well established with good representation • Board members appointed to sponsor each of the 5 priorities with an officer lead. • Action plan aligned to five priorities (see 1A) so that future reporting will be more transparent with progress scrutinised at each SEND Governance Board. • Extended 2019-22 strategy being drafted for implementation in September 2019 <p>B)</p> <ul style="list-style-type: none"> • Initial briefings for senior and middle leaders in LBB and BCCG held on inspection process. • Inspection planning group in place with themed focus groups being set up to include key stakeholders covering areas likely to be included in the inspection. • Dataset developed that sets out a range of KPIs that are reported to the Governance Board on a bi-monthly basis. • Self-Evaluation Form updated and reported to Board each quarter showing deepening understanding of strengths, gaps and what needs to be done. Data and progress tracking better aligned to priorities. 	CEF
4. Local specialist SEND provision	<p>A) Complete sufficiency review of local specialist school placements for SEND</p> <p>B) Consider need and remit for of a new SEN centre of excellence in the borough</p>	<p>More children and young people attend a suitable, local school</p> <p>Pressures on high needs Funding Block controlled</p>	Sept 2018	Director Education	<p>A)</p> <ul style="list-style-type: none"> • Place planning analysis completed. • New primary Additionally Resourced Provision opened in September 2018. • Service Level Agreements with all mainstream schools with additionally resourced provision are being established and will be reviewed annually. <p>B) Expression of Interest has been successful to establish a new primary Free Special School for children who have ASD with a profile of more complex needs. Phase 2 is underway with closing date for submissions 30th September 2019. The school likely to open September 2020.</p>	CEF

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
	C) Establish quality assurance arrangements for commissioned placements to ensure children and young people make progress and provision secures value for money				C) <ul style="list-style-type: none"> • Review of SEN/D advisory teams completed and re-alignment of teams completed. New working practices in development to maximise resource and provide consistent support to fill gaps in the continuum of provision. • QA programme for specialist placements in independent sector developed and implemented from September 2018. • Quality Assurance and Improvement Lead currently being appointed to strengthen process 	

PRIORITY 4 - ENSURING EFFICIENCY AND EFFECTIVENESS

We remain committed to delivering high quality services that make a positive difference to people's lives

Rationale

By making the best use of the resources available to us and maximising the use of our assets we will deliver efficient and effective services which make a positive difference.

Aligns to Building a Better Bromley

✓ Excellent Council

Key strategies/plans

- ✓ Our Journey to Excellence
- ✓ Commissioning Strategy
- ✓ Contract Monitoring & Management in Bromley
- ✓ Performance Management Framework(s)
- ✓ Risk Management Log

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Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
1. Ensure that our approach to commissioning is robust	<p>A) Contracts are procured on time, deliver value for money and the 'right' outcomes for children, families and adults</p> <p>B) Make smarter use of data and intelligence to understand the needs of our residents and how effective we are at achieving their desired outcomes</p>	<p>Good contract outcomes</p> <p>All existing contracts are reviewed to ensure outcomes, KPIs, performance reporting etc.</p>	April 2022 [AP]	Director Programmes	<p>A) A review of all key strategic contracts is being carried out to ensure that each has appropriate outcomes, KPIs and performance reporting.</p> <p>B) The work to review contracts and develop intelligence coming from providers will strengthen our knowledge of residents' needs and ensure that providers are delivering appropriately.</p>	CEF

Action	Detail	Measure of success	Target date	DLT Lead	Quarter 4	PH Plans
2. Understand the perspective of service users and residents	A) Develop a User Voice Framework and regular approach to feeding back intelligence	User Voice Framework implemented Improved approach to engagement Improved understanding of what our service users are telling us	Dec 2018	Assistant Director Strategy, Performance & Engagement	<ul style="list-style-type: none"> The User Voice Framework was agreed and launched in October 2018 to improve how the department collates and uses feedback from residents and service users. The toolkit to support the Framework contains guidance and best practice to achieve the desired outcomes from user engagement and is being rolled out. Easy read training is to be commissioned by April 2019. 	CEF

Report No.
ECHS19051

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **PORTFOLIO HOLDER FOR EDUCATION, CHILDREN AND FAMILIES**

Date: **For Pre Decision Scrutiny by the Education, Children and Families PDS Committee on 9th July 2019**

Decision Type: Non-Urgent Executive Non-Key

Title: **PROVISIONAL OUTTURN REPORT 2018/19**

Contact Officer: David Bradshaw, Head of Education and Childrens Social Care Finance
Tel: 020 8313 4807 E-mail: David.Bradshaw@bromley.gov.uk

Chief Officer: Director of Education, Director of Childrens Social Care

Ward: (All Wards);

1. Reason for report

1.1 This report provides the provisional outturn position for 2018/19.

2. **RECOMMENDATION(S)**

2.1 **The Education, Children and Families Budget PDS Committee are invited to:**

- (i) **Note that the latest projected overspend of £3,192,000 on controllable expenditure at the end of 2018/19 and consider any issues arising from it: and,**
- (ii) **Note that the Executive on the 21st May 2019 have agreed the net carry forwards as detailed in Appendix 2;**

2.2 **The Portfolio Holder is asked to:**

- (i) **Endorse the 2018/19 provisional outturn position for the Education, Children and Families Portfolio.**

Corporate Policy

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

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Education, Children and Families Portfolio
 4. Total current budget for this head: £54.334m
 5. Source of funding: Education, Children and Families Approved Budget
-

Staff

1. Number of staff (current and additional): 1,139 Full time equivalent
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Statutory Requirement
 2. Call-in: Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The 2018/19 budget reflects the financial impact of the Council's strategies, service plans etc. which impact on all of the Council's customers (including council tax payers) and users of the services
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 This report provides the provisional outturn position for the Education, Children and Families Committee, which is broken down in detail in Appendix 1, along with explanatory notes.
- 3.2 The provisional outturn for the “controllable” element of the Education, Children and Families Committee budget in 2018/19 is an overspend of £3,192k compared to the last reported figure of an overspend of £2,997k which was based on activity at the end of December 2018.

FINAL POSITION

- 3.3 The £3,192k overspend is summarised in the table below. All of the pressures and savings are further detailed and broken down in Appendix 1B.

Adult Education - Preparing for the Ofsted inspection, lower than expected income generation, offset by savings in running costs	84
Schools, Early Years Commissioning and QA - In house nursery income shortfall offset by additional income and underspends in staffing elsewhere within the division	-140
Access and Inclusion - Under collection of income, additional transport costs, use of agency staff and additional IT upgrades	122
Central Schools Budgets - Recharge overspend offset by corresponding amount in non controllable expenditure	8
Other strategic Functions - Running costs underspend	-68
Bromley youth Support - Staffing underspends and additional income received from Health	-65
Early Intervention and Family Support - Salary and running expenses underspend	-192
CLA and Care leavers - Additional costs of accommodation relating to 'Staying Put', increased educational support at the virtual school partially offset by underspend in direct accommodation support	224
Fostering, Adoption and Resources - Increase in costs and number of Children's Placements over the budget	3,006
Referral and Assessment - Underspend in no recourse to public funds costs	-179
Safeguarding and Care Planning East - costs of court ordered care proceedings was lower than expected.	-280
Safeguarding and Care Planning West - Overspend on Children with Disabilities, particularly around direct payments, partially offset by other contract savings	210
Safeguarding and Quality Improvement - Overspend on staffing costs, recruitment and retention payments and other recruitment costs	480
Other minor variances	-18
	3,192

DSG GRANT POSITION

- 3.4 An element of the Education budget within the Portfolio is classed as Schools' budget and is funded through the Dedicated schools Grant (DSG). Grant conditions requires that any over or underspend should be carried forward to the next financial year.

- 3.5 The DSG Schools Budget has underspent by £1,481k during 2018/19, which will be added to the £1,180k carried forward from 2017/18. The carry forward position has been adjusted by an Early Years funding adjustment, made by DfE which has reduced the amount available by £166k. Therefore the DSG balance carried forward into the new financial year stands at £2,495k. This includes the additional £788k extra funding that the Government announced on the 17th December 2018 for the High Needs Block.
- 3.6 A summary of the main variations is provided in the table below, and further details and variations can be found in Appendix 2

CARRY FORWARDS

- 3.7 On the 21st May 2019 the Executive were asked to approve a number of carry forward requests relating to either unspent grant income, or delays in expenditure where cost pressures will follow through into 2019/20. Appendix 2 provides a detailed breakdown of all of the carry forward requests. As you will see from Appendix 2 the carry forwards included in section 1 will have repayment implications if not approved, those in section 2 relate to grants which will not have to be repaid if not agreed but will impact on service delivery in 2019/20. Future reports to the Portfolio Holder will be required to approve their release.

FULL YEAR EFFECT GOING INTO 2019/20

- 3.8 Appendix 3 provides a breakdown of any full year implications arising from the final 2018/19 outturn. Overall there are £3,686k of full year effect pressures in 2019/20. Almost all of these are all in the Children's Social Care area. As part of the budget setting process the vast majority of these full year effects have been dealt with and additional funding has been added to the budgets for 2019/20. There are still some management actions that were assumed to be taken that have not delivered in 2018/19. They are mainly around the review of Agency Staff levels and the costs. If these are not addressed in 2019/20 then there will be an additional pressure on the budget.

	<u>£'000</u>
Adult Education - Grant reductions and non fee paying courses	130
Residential/Fostering/Adoption placements	4,425
Management Action (additional CCG income)	-500
Leaving care (including Staying Put and HB clients) and Virtual school	210
Referral and Assessment - NRPF	-187
Safeguarding and Care Planning East - Parental assessments	-174
Safeguarding and Care Planning West - Direct Payments	182
Safeguarding and Quality Improvement - Agency costs	945
Management action - no further Agency staff costs and further CCG income	-1,345
	<u>3,686</u>

- 3.9 Appendix 4 provides a detailed reconciliation of the original 2018/19 budget to the latest approved 2018/19 budget

DIRECTOR OF EDUCATION AND DIRECTOR OF CSC COMMENTS

- 3.10 The Children, Education and Families Portfolio has an overspend of £3,192,000 for the year.

- 3.11 The Education Division has an underspend of £12,000. Pressures in Adult Education, in house nurseries and the Education Welfare Service are currently being mitigated by Workforce Development and Governor Services, Early Years and SEN and Inclusion.
- 3.12 There is a final underspend in DSG of £1,481k in 2018/19. This will be added to the £1,180k brought forward from 2017/18. The 2017/18 brought forward figure has had to be adjusted by the Early Year funding adjustment which has reduced the amount of DSG we received in 2018/19 by £166k. This gives us a final DSG balance of £2,495k at the end of the financial year to be carried forward. This includes the additional £788k extra funding that Government announced on the 17th December 2018 for the High Needs Block. It has been agreed that £212k of this funding will be utilised in 2019/20 to cover High Needs Block costs which will in effect be the first call of the total carried forward sum. Without the £788k funding LBB would only be carrying forward £1,707k into 2019/20.
- 3.13 There continues to be ongoing pressures in the DSG, especially in the High Needs Block, for 2019/20 onwards. The introduction of the National Funding Formula (NFF) means there are severe restrictions in how the grant is spent and in what areas. High Needs are experiencing increases in demands. The Council has contributed £1m in 2018/19 and £1m was top sliced from Schools DSG funding to support the High Needs Block. For 2019/20 the Council Contribution rises to £1.9m and the schools contribution reduces to zero. There is likely to be further increase pressures in this area that further funding streams will need to address.
- 3.14 In Children's Social Care the overspend of £3,204k due to the increased number of children in care. The table below (table 1) sets out the position in respect of the number of CLA in Bromley, National and Statistical Neighbours. Post Ofsted, we saw a nominal increase per 10,000 as set out below. However, we are still below our statistical and national neighbours (an area that Ofsted has asked us to explain). Regardless, we have 43 more children (236) (in year/projected) above an agreed (financial baseline) of 194 children in independent fostering, in-house fostering and residential care (see table 2).

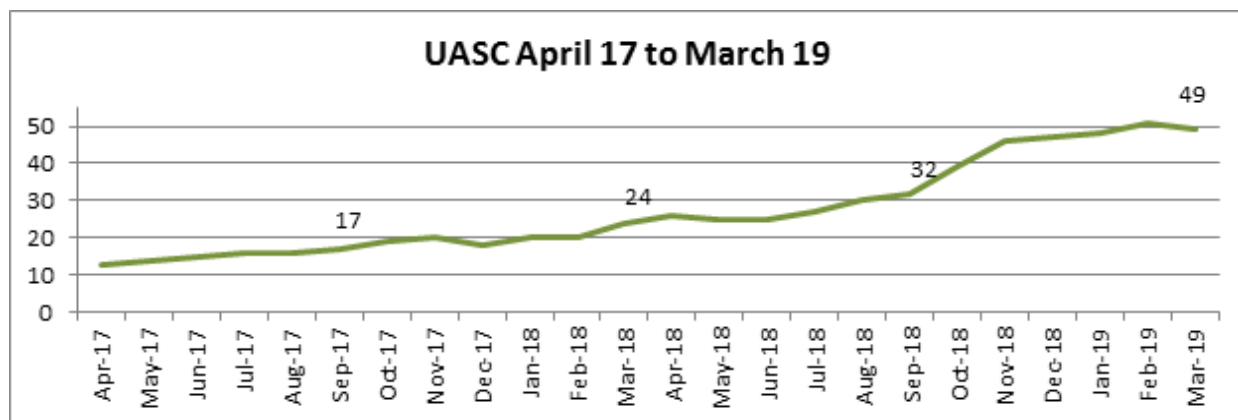
Table 1

Rate of CLA								
	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
Bromley	41	41	39	37	39.6	39.3	41.7	40.5
Statistical Neighbours	48	47.5	50	49.7	50.7	54.3	TBC*	TBC*
National	59	60	60	60	60	62	TBC*	TBC*

Table 2

Code	2018/19 Approved Budget			2018/19 Outturn			2018/19 Variation	
	£	Full Year Equiv.		£	Full Year Equiv.		£	Full Year Equiv.
RESIDENTIAL (all types)	6,396,870	32.56		7,474,185	38.70		1,077,315	6.14
FOSTERING								
Fostering IFA	2,709,040	62.67		3,840,682	85.43		1,131,642	22.76
Fostering In house	2,873,890	98.53		2,702,235	112.15		(171,655)	13.62
Total Fostering Placements	5,582,930	161.20		6,542,917	197.58		959,987	36.38
TOTAL RESIDENTIAL/ FOSTERING PLACEMENTS	11,979,800	193.76		14,017,102	236.28		2,037,302	42.52

- 3.15 We have continued to see an increase in the number of Looked After Children but are confident that the right children are being cared for and this is borne out by the Courts. LA applications to Court for orders and the care plans are being validated by the court which indicates that our thresholds are correct and that these children need to be safeguarded away from their parents. The number of care proceedings has dropped slightly is currently at 81 sets of proceedings – this number is for families and may involve a number of children in each family. We also have 43 families currently under the PLO and a number of these families could also be issued for care proceedings if issues of safeguarding cannot be mitigated. These children are likely to be subject to CP plans and these plans are not having the impact anticipated. The LA applications to court for orders and the care plans are being validated by the court which indicates that our thresholds are correct and that these children need to be safeguarded away from their parents. There is a cost implication for these children who will be cared for through fostering either in house of IFA and/or residential settings.
- 3.16 The continuing impact of the Social Work Act to support our children to the age of 25 is not yet fully showing itself but we can see the impact following the statutory letters sent out to 115 young people and the flow of young people contacting the authority for support. Some of this support is merely ‘touch base’ and others because they have found themselves in financial difficulty and threatened with tenancy breakdowns – at the current time we are receiving 2 or 3 contacts per week. We know that once Universal Credit is fully implemented this will likely increase the work required to support these young people. This in turn will have an impact on staffing and the likely need for growth in respect of YPA’s.
- 3.17 Bromley as part of the Pan London agreement had 48 UASC minors in January 2019 which rose to 51 and in February Bromley came off the rota having reached its quota - leaving other Local Authorities who were below the quota of 0.7%. Our current cohort of Looked After is 342 and 49 of these are UASC.



- 3.18 Due to the cultural match and complexity of these young people a number of them are in IFA placements which are more expensive. We are currently setting up a specialist fostering service to support these young people and provide more in house carers for emergencies which will reduce cost but ensure that young people receive wrap around services from us. At the present time we have 20 placements with IFA at a cost £450k.
- 3.19 The increase is having an impact on staffing and at the current time we have 1 social work post and 3 YPA's. A growth bid was agreed for 2019/20 which acknowledged the increases in UASC's coming through the system.
- 3.20 We have already created as an interim measure a 4th team manager post which is being paid for from vacancies – this is not sustainable. In addition this has an impact on the financial capacity to make the necessary and somewhat complicated home office claims.
- 3.21 Alongside this are hidden costs of social work time, IRO's and services required to support these very vulnerable young people.
- 3.22 In addition this has a knock on effect to the capacity within the Virtual School.
- 3.23 Although the Council are given grant (£91 per day for a 16+, £114 per day for an U16) this does not cover the costs of the placements and the on costs. An additional 30 children (based on 23 last reported in May and the maximum allocation of 53) placed in independent foster care could cost as much as £1,350k gross per annum in a full year in placements alone. There would also be costs of additional social workers and other back office costs. This would be offset by grant but would still leave a net position to be funded by the Council.
- 3.24 This is the worst case scenario and assumes that all of the children are placed in more expensive settings so the final amount will be subject to the actual setting they are placed in. Growth has also been agreed and put into the budget to mitigate against this.

Residential Placements:

- 3.25 This continues to be a challenge for the authority and across other Local Authorities with regard to suitable quality placements for children with complex needs and especially those who meet the secure threshold. This is being addressed through the building of two further educational secure units but these will not come on stream for a couple of years. Therefore the issues of lack of suitable safe placements persists.
- 3.26 At the current time we have 2 young people in secure and when they step down to residential this is likely to continue to be a high cost responsibility in terms of having to put 2:1 and then 1:1 staffing around them. The costs for this type of residential continue to remain around £8,900 per week - we should be predicting that a repeat of last year is likely to occur and therefore this

should be calculated for 2 young people at any one time for a period of 6 months each in the region of £442,000 per year and an expected uplift from providers during the year 18/19.

- 3.27 In addition we are discussing with the West London Alliance whether Bromley should join this hub and how this would support us going forward in terms of suitable placements and have more strength in negotiating terms with IFA's.
- 3.28 An initial interest meeting took place in February and a further meeting is due to take place in May to consider if this would support better efficiencies and improve the pool of placements for more complex children.
- 3.29 The Virtual School is being challenged in respect of the numbers of adopters in Bromley who under the Social Work Act are now able to request support from the Virtual School – this is at present around 2 or 3 enquiries per week together with school requests. This is predicted to grow as Bromley is likely to have a richness in adoptive families where children have been placed by other adoption agencies. The Government when including this in the SW Act considered that this would not have an impact on the work of the VS however this is dependent on the particular Borough and its demographics.
- 3.30 Agency staff continues to be cost burden although we have maintained around 85% of permanent social worker staff coming from the low figure of 42% in 17/18.
- 3.31 We have developed our 23 one hundred day students and anticipate that a number of these students will be offered placements to offset the agency figures. In addition we will repeat the same exercise as of last year in recruiting up to 30 ASYE in September to replace the agency workers. We continue to convert as many workers as possible and as such a recruitment campaign will recommence in May with a 'conversion' event and advertising campaign on the back of our Ofsted outcome. This area will continue to be a challenge as we are competing with other LA who are raising their salaries and costs to attract the small pool of skilled experienced workers. Our caseload promise and training continues to attract some workers to Bromley. The recruitment and retention board meets monthly to consider how best to address this.
- 3.32 The risks in the Education, Children & Families Portfolio are:-
- i) Recruitment and retention of permanent staff/ ability to recruit skilled staff for the posts vacant.
 - ii) Limited supply and increasing costs of residential placements – including the specialist placements for very complex young people.
 - iii) Increase in the Looked After Population – particularly in our Looked After Unaccompanied Minors population.
 - iv) Increased complexity of children (SEND).
 - v) Impact of Social Work Act 2017 implementation.
 - vi) Income from partners reducing.
 - vii) Shortage of local school places.

viii) Increasing High Needs Block expenditure not matched by a commensurate increase in Government Grant

ix) Continuing impact of 2014 Children and Families Act extending the age range to 25 for Education, Health and Care Plans.

The Education, Children and Families Portfolio has an overspend of £925,000 for the year.

4. POLICY IMPLICATIONS

- 4.1 The Resources Portfolio Plan includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget.
- 4.2 Bromley's Best Value Performance Plan "Making a Difference" refers to the Council's intention to remain amongst the lowest Council Tax levels in outer London and the importance of greater focus on priorities.
- 4.3 The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2019/20 to minimise the risk of compounding financial pressures in future years.
- 4.4 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council's budgetary control and monitoring arrangements.

5. FINANCIAL IMPLICATIONS

- 5.1 The financial implications are in the body of the report. A detailed breakdown of the projected outturn by service area is shown in appendix 1(a) with explanatory notes in appendix 1(b). Appendix 2 outlines the requested carry forwards to 2019/20. Appendix 3 shows the latest full year effects and Appendix 4 gives the analysis of the latest approved budget.

Non-Applicable Sections:	Legal Implications Personnel Implications Customer Implications
Background Documents: (Access via Contact Officer)	2018/19 Budget Monitoring files in ECHS Finance Section

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Education, Children and Families Portfolio Budget Monitoring Summary

2017/18 Actuals	Service Areas	2018/19 Original Budget £'000	2018/19 Final Approved £'000	2018/19 Provisional Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
£'000		£'000	£'000	£'000	£'000		£'000	£'000
EDUCATION CARE & HEALTH SERVICES DEPARTMENT								
Education Division								
Cr 360	Adult Education Centres	Cr 525	Cr 520	Cr 436	84	1	128	130
418	Schools and Early Years Commissioning & QA	524	525	385	Cr 140	2	Cr 36	0
5,583	SEN and Inclusion	5,820	6,568	6,586	18		Cr 122	0
95	Strategic Place Planning	96	98	73	Cr 25		0	0
6	Workforce Development & Governor Services	5	5	6	Cr 11		Cr 44	0
Cr 167	Education Services Grant	0	0	0	0		0	0
185	Access & Inclusion	165	308	430	122	3	27	0
Cr 1,312	Schools Budgets	Cr 1,348	Cr 1,348	Cr 1,340	8	4	0	0
102	Other Strategic Functions	1,038	139	71	Cr 68	5	Cr 7	0
4,550		5,775	5,775	5,763	Cr 12		Cr 54	130
Children's Social Care								
1,248	Bromley Youth Support Programme	1,479	1,483	1,418	Cr 65	6	Cr 12	0
686	Early Intervention and Family Support	1,093	1,071	879	Cr 192		Cr 121	0
4,912	CLA and Care Leavers	5,066	5,482	5,706	224		22	210
13,592	Fostering, Adoption and Resources	13,638	14,127	17,933	3,806		4,250	4,425
0	Management action - Additional CCG Income	0	0	Cr 800	Cr 800		Cr 800	Cr 500
2,833	Referral and Assessment Service	2,909	3,590	3,411	Cr 179		Cr 179	Cr 187
2,176	Safeguarding and Care Planning East	2,159	3,023	2,743	Cr 280		Cr 251	Cr 174
3,874	Safeguarding and Care Planning West	3,810	4,260	4,470	210		Cr 47	182
4,290	Safeguarding and Quality Improvement	4,260	1,800	2,280	480		189	945
	Planned savings from management action	0	0	0	0		0	Cr 1,345
33,611		34,414	34,836	38,040	3,204		3,051	3,556
38,161	TOTAL CONTROLLABLE FOR EDUCATION, CHILDREN & FAMILIES	40,189	40,611	43,803	3,192		2,997	3,686
3,257	Total Non-Controllable	2,006	5,332	5,332	0		Cr 15	0
7,309	Total Excluded Recharges	8,126	8,391	8,391	0		0	0
48,727	TOTAL EDUCATION, CHILDREN & FAMILIES PORTFOLIO	50,321	54,334	57,526	3,192		2,982	3,686
Memorandum Item								
Sold Services								
29	Education Psychology Service (RSG Funded)	Cr 107	Cr 107	Cr 85	22	7		0
7	Education Welfare Service (RSG Funded)	Cr 32	Cr 31	8	39			0
3	Workforce Development (DSG/RSG Funded)	Cr 4	Cr 4	6	Cr 2			0
43	Community Vision Nursery (RSG Funded)	49	49	52	3			0
75	Blenheim Nursery (RSG Funded)	76	76	93	17			0
157	Total Sold Services	Cr 18	Cr 17	62	79		0	0

REASONS FOR VARIATIONS

1. Adult Education - Dr £84k

The Adult Education service has overspent by £84k for the year. The main pressure areas for the service is £163k for staffing costs to provide required courses and preparing for the OFSTED inspection that is due in the near future. There is also an under collection of income of £17k as compared to the baseline budget.

There is an underspend on the running costs (£96k) that is partially offsetting the on-going pressures.

2. Schools and Early Years Commissioning & QA - Cr £140k

The in-house nurseries now have the restructured staffing structure in place. This financial year will be part year under the existing structure and part year under the new structure. This has had the effect of expecting the nurseries to overspend by £20k for the year.

These overspends have been offset by the current staffing underspends of £58k that are mainly due to vacant posts.

There also is an underspend on the running costs of £15k and an over collection of income mainly from Academies of £11k.

The Council also received a School Improvement Grant which it has utilised in year across the Education function (£76k).

3. Access & Inclusion - Dr £122k

The Education Welfare Service Trading Account is currently expected to under collect on it's income by £39k due to the loss of a number of school contracts. The provision of the service will need to be reviewed.

There has been an overspend of £20k on the cost for transporting mainstream children to their school.

There has been an overspend of £47k on Management and Admissions during the year. This is mainly due to the use of agency staff.

This area also looks after the main Education IT system. The maintenance and upkeep of the software has produced a £10k overspend for the year.

There is a small overspend on the running costs of £6k that is offsetting the on-going pressures.

4. Schools Budgets (no impact on General Fund)

Expenditure on Schools is funded through the Dedicated Schools Grant (DSG) provided by the Department for Education (DfE). DSG is ring fenced and can only be applied to meet expenditure properly included in the Schools Budget. Any overspend or underspend must be carried forward to the following years Schools Budget.

There is a final underspend in DSG of £1,481k in 2018/19. This will be added to the £1,180k brought forward from 2017/18. The 2017/18 brought forward figure has had to be adjusted by the Early Year funding adjustment which has reduced the amount of DSG we received in 2018/19 by £166k. This gives us a final DSG balance of £2,495k at the end of the financial year to be carried forward. This includes the additional £788k extra funding that Government announced on the 17th December 2018 for the High Needs Block. It has been agreed that £212k of this funding will be utilised in 2019/20 to cover High Needs Block costs which will in effect be the first call of the total carried forward sum. Without the £788k funding LBB would only be carrying forward £1,707k into 2019/20

The in-year overspend is broken down as follows:-

The bulge class budget has underspent by £748k for this financial year. Additionally the council has spent £18k on modular classroom rentals during the year.

Free Early Years Education has underspent by £321k this year. The budget for the 2 year old children is overspent by £120k and this is being offset by an underspend for 3 & 4 years old children (both for the first 15 and the new additional 15 hours) of £441k. there is also a £40k underspend in the nursery funding paid to Schools.

The Free Early Years Education has underspent this financial year. Any over or underspend on this area will only have a marginal effect on the DSG variances as DfE calculate our final allocation (released in July) based on the Early Years annual census that is performed every January. The returns from the nurseries are checked by members of the Early Years team before passing the figures to DfE in March. DfE then review the figures before publishing our final allocations, where they will make any adjustments to our prior year allocation. It is expected that the currently underspend will produce a clawback of funds in July at approximately the same level as the current forecast underspend.

Additional in the Early Years spend there is an underspend of £34k relating to the Disability Access Fund (DAF). In previous years DfE has agreed that any underspends are to be spent in the following year on DAF related items. It has not been confirmed yet how this underspend is to be treated in the new year.

There is an underspend of £18k in the Pupil Support Services area. This is due to vacant posts and the under use of agency and consultancy costs to provide the service.

The Home and Hospital service has overspent by £303k during the year. This is due to the splitting out of the Nightingale School from the service and additional costs relating to the a higher than expected number of children the are seeing. The Home and Hospital service is in the process of being reviewed and this is expected to be completed in 2019/20.

There is an underspend of £116k in the Pupil Support Services area. This is due to vacant posts and the under use of agency and consultancy costs to provide the service.

The Behaviour Support service had an underspend by £77k due to lower than expected costs in supporting pupils access vocational courses.

The management costs in the Education area were £30k underspent for the year. The underspend was mainly in running costs.

There was an overspend of £71k for various ad-hoc payments the council has made to support maintained schools and offer them support when they have issues.

There was an underspend of £45k in the Priority Schools Action Group (PSAG) funding budget.

There is an overspend of £54k relating to the Secondary School Pupil Referral income.

There was an underspend of £940k on payments made to Special School and Schools with Units during the year. The estimated numbers of places was higher than the actual number funded places. This is subsumed into the overall high needs SEN budget

SEN placements are projected to overspend by a total of £245k. The overspend is being caused by the Maintained Day (£912k), Matrix funding (£353k) and Alternative Programmes (£397k). These overspends are then offset by underspends on Independent Boarding Schools (£640k), Maintained Boarding Schools (£298k) and Independent Day (£392k). There are additionally other running cost underspends and over collection of income totalling £87k.

The SEN placement budget pressure is coming from increased pupil numbers, this is in spite of the increases in in-borough Special Education places at Bromley schools.

SEN Support for clients in Further Education Colleges has overspent by £106k this year. This is due to the costs of placing clients with Independent Further Education providers.

The DSG funded element of SEN Transport is projected to overspend by £81k due to the new routes that were established in the last year. The level of spend in this area has been lower in previous years. Due to the current funding regulations LBB are not permitted to increase this budget from the previous years allocation.

The High Needs Pre-School Service has held a number of posts vacant during the year resulting in a £126k underspend. There are not currently any plans to recruit to these posts as there is an on-going review of the service. This underspend is being offset by the loss of rental income during the year of £138k, and the pressure relating to the rental cost of the building the service is in (£40k) and is therefore causing an overall pressure of £52k.

The Sensory Support Service is overspent by £63k. This is due to staffing costs overspending by £17k and running costs (including use of agency and Business Rates) over spending by £46k

The SIPS, Outreach & Inclusion and Specialist Support Services have both underspent during the year. Most of the underspend relates to lower than expected staffing costs, but there is also a small amount that relates to running costs that have not been incurred during the year. The total of all of these underspends is a £211k. These are then being offset by an overspend in the Darrick Wood Hearing Units and the Complex Needs team (totalling £148k) to give a net underspend of £63k.

There is also a total small balance of overspends of £42k.

	Variations £'000	High Needs £'000	Schools £'000	Early Years £'000	Central £'000
Bulge Classes	-748	0	-748	0	0
Classroom Hire	18	0	18	0	0
Free Early Education - 2 year olds	-441	0	0	-441	0
Free Early Education - 3 & 4 year olds (Ir	120	0	0	120	0
School Nursery	-40	0	0	-40	0
DAF	-34	0	0	-34	0
Primary Support Team	-18	0	0	0	-18
Home & Hospital	303	303	0	0	0
Pupil Support Services	-116	-116	0	0	0
Behaviour Support	-77	-77	0	0	0
Education Management Costs	-30	0	0	0	-30
Schools Specific Contingencies	71	0	0	0	71
PSAG	-45	0	0	0	-45
Secondary Central - Pupil Referral	54	54	0	0	0
Payments to Special Schools	-940	-940	0	0	0
Other Small Balances	-18	0	-7	-6	-5
SEN:					
- Placements	245	245	0	0	0
- Support in FE colleges	106	106	0	0	0
- Transport	81	81	0	0	0
- High Needs Pre-school Service	52	52	0	0	0
- Sensory Support	63	63	0	0	0
- SIPS	-77	0	0	-77	0
- Darrick Wood Hearing Unit	98	98	0	0	0
- Complex Needs Team	50	50	0	0	0
- Outreach & Inclusion Service	-56	-56	0	0	0
- Early Support Programme	-78	-78	0	0	0
- Other Small SEN Balances	-24	-24	0	0	0
Total	-1,481	-239	-737	-478	-27

There will continue to be pressures in the DSG from 2019/20 onwards, especially in the High Needs Block area. More children are coming through the system which will put pressure on DSG resources. In 2018/19 DfE agreed that LBB could top slice £1m from the Schools DSG to underpin the High Needs budget. A further request was put forward to DfE for 2019/20 and this was rejected and therefore additional Council resources have been added to close the shortfall. From 2020/21 it is expected that this will no longer be available as the 'hard formula' National Funding formula kicks in and funding blocks are even more rigidly fixed.

5. Other Strategic Functions - Cr £68k

There was an underspend of £68k on the running costs during the year

6. Children's Social Care - Dr £3,204k

The outturn for the Children's Social Care Division was an overspend of £3,204k, an increase from the overspend reported for December, which was £3,051k. Despite additional funding being secured in the 2018/19 budget, continued increases in the number of children being looked after together with the cost of placements has continued to put considerable strain on the budget. Officers met to discuss ways to mitigate this and management action has helped contain the rate of the increase in the numbers.

Bromley Youth Support Programme - Cr £65k

The BYSP budget underspent by £65k, this can be analysed as follows:

- Youth Service - Dr £4k

Minor variances across the Youth Service resulted in a small overspend of £4k.

- Business Partnerships - Dr £3k

Minor variances across the Business Partnerships service resulted in a small overspend of £3k.

- Youth Offending Team - Cr £72k

Staffing underspent by £44k during a period of re-organisation which has now been completed. Additional income was also received from Health in 2018-19 which accounted for the additional underspend.

Early Intervention & Family Support - Cr £192k

There was an underspend in this area of £192k. The Children's Centres underspent by £67k on salaries and running costs and the commissioning of services for users of the centres. There was also an underspend on the Family Support and Contact Centres of £125k for salaries, premises and other running costs pending a review of the service.

CLA and Care Leavers - Dr £224k

Expenditure relating to the 'Staying Put' grant, where care leavers can remain with their foster carers after the age of 18, continues to overspend on the budget. The budget was realigned for 2018/19 within available resources, however there was an overspend of £133k as increasing number of young people choose this option at the age of 18.

Offsetting this is there was an underspend on direct accommodation support to looked after children (net of housing benefit) of £54k after allowing for an increase in the potential number of personal charges to be met by revenue.

Additionally, at year end, there has been an overspend of £145k against the budget for services for the educational support of Looked After Children (Virtual School) as statutory responsibilities have widened during the year.

Fostering, Adoption and Resources - Dr £3,006k

The budget for children's placements overspent by £3,006k this year. This amount is analysed by placement type below.

- Community Homes / Community Homes with Education - Dr £355k
- Boarding Schools - Dr £123k
- Secure Accommodation & Youth on Remand - Dr £63k
- Fostering services (IFAs) - Dr £1,132k

- Fostering services (In-house, including SGO's and Kinship) - Dr £526k
- Adoption placements - Dr £304k
- Outreach Services - Dr £552k
- Transport Costs - Cr £49k

Included in the variations above, Bromley CCG allocated funding of £500k as a contribution towards the continuing care costs of placements. An additional amount of funding of £800k has also been allocated by the CCG as a contribution to these placements as agreed for 2018/19. Should this latter amount not be agreed in future then this will have an impact on the budget in the future.

Referral and Assessment Service - Cr £179k

The main variance relates to services to families with No Recourse to Public Funds (NRPF) status, which underspent by £179k after allowing for additional costs for translation services. This budget had been increased in the past as numbers had risen significantly, however currently numbers are much lower, resulting in this underspend.

Safeguarding and Care Planning East - Cr £280k

The budget for pre-court work in preparation for care proceedings (PLO) underspent by £323k, particularly in the area of community and residential parenting assessments. Overspends of £43k were incurred in the year for additional support to families through Preventative Payments (Section 17 payments) and the use of translation services.

Safeguarding and Care Planning West- Dr £210k

Services for Children with Disabilities overspent by £295k this year. This is made up of an overspend of £445k in relation to Direct Payments and Care Initiatives, offset by an underspend of £5k on transport and £173k on group based short breaks. There was also an overspend of £28k for signing services for deaf children.

There were also overspends of £39k in the year for additional support to families through Preventative Payments (Section 17 payments) (Dr £39k), the use of translation services (Dr £23k) and an underspend (Cr 35k) on Nursery provisions.

A change in the provision of the short/respite breaks service at Hollybank has also realised an ongoing saving of £112k.

Safeguarding and Quality Improvement - Dr £480k

The variation of £480k overspend in this area relates solely to staffing and the additional cost of the annual Recruitment and Retention payments, other recruitment costs and staff travel.

7. Sold Services (net budgets)

Services sold to schools are separately identified in this report to provide clarity in terms of what is being provided. These accounts are shown as memorandum items as the figures are included in the appropriate Service Area in the main report.

Waiver of Financial Regulations

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempt from the normal requirement to obtain competitive quotations the Chief Officer has to obtain the agreement of the Director of Corporate Services, the Director of Finance and the Director of Commissioning and (where over £100,000) approval of the Portfolio Holder and report use of this exemption to Audit Sub-Committee bi-annually. Since the last report to the Executive, there has been one waiver in the Education area with an annual value of less than £30k. In Children's Social Care there were 3 waivers agreed for placements of between £50k and £100k and 10 for more than £100k.

Virements Approved to date under Director's Delegated Powers

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive, there have been 2 virements 1) a virement has been actioned in Education for £35k and relates to the correction of the budget for a contract and 2) contributions from ECHS divisions to create a Customer Relations Officer as part of the Strategy, Performance and Engagement restructure for £8k. 3) Virement to CSC relating from the Programmes and Strategy Divisions to offset pressures in CSC of £250k

Carry Forwards from 2018/19 to 2019/20**MEMBERS' APPROVAL REQUIRED****Section 1 - Grants with Explicit Right of Repayment****EDUCATION, CHILDREN & FAMILIES PORTFOLIO**

2 Step Up to Social Work Cohort 6	48,000
The Department of Education forward funded the initial set up costs for the new cohort of the Step Up to Social Work grant. The funding for this new cohort was agreed by Executive in February 2019 and is the continuation of a successful programme of training and developing Social Workers for Children's Social Care.	
3 Reducing Parental Conflict	40,100
The Department of Work and Pensions has provided funding totalling £40,100 to address local issues relating to the reduction in parental conflict. The purpose of the funding is to support the development of strategies and to purchase frontline practitioner training.	
4 FGM Focused Outreach Grant	10,135
Funding for locally driven Female Genital Mutilation (FGM) focussed outreach, engagement and communication. Provided by the Ministry of Housing, Communities and Local Government.	
Education, Childrens and Families Portfolio - Expenditure to be carried forward	<hr/> 98,235
Total Grant Income	-98,235

Section 2 - Grants with no Explicit Right of Repayment**EDUCATION, CHILDREN & FAMILIES PORTFOLIO**

10 Delivery Support Fund	26,774
The Delivery Support Fund was a capital grant awarded by the DfE for the implementation of 30 hours of funded childcare for working parents for which Bromley received £69,100. To date a total of £42,326 has been spent on a range of projects to increase capacity. In an email dated 24/08/2018 the DfE advised LA's that any unspent money from the fund needs to be spent on aims that benefit 30 hours delivery or to implement necessary requirements in the IT system. The Early Years' service is seeking to purchase an IT system to support the flexibility and complexities involved in managing the 30 hours funding alongside all the existing funding streams and the process is in the final stages of writing in terms of Gateway Report for this procurement. It is therefore requested that the remainder of this grant, £26,774 is carried forward into the next financial year to be combined with the existing capital grant of £43k for the purchase of the new system. The initial start-up costs of the systems under consideration will cost from between £65k – 87k in year 1. It is hoped that the new system will be purchased for implementation later this calendar year.	
11 Troubled Families Grant	510,768
This grant is to fund the development of an ongoing programme to support families who have multi-faceted problems including involvement in crime and anti-social behaviour with children not in education, training or employment. This support is delivered through a number of work streams cross cutting across council departments and agencies. This sum represents the underspend in 2018-19.	
12 SEND Reform Grant	55,405

The 2018/19 SEND reform grant has been utilised to best effect in 18/19 and there has not been any further grant from DfE to support the SEND Reforms in 19/20. Bromley continue to drive improvements and are working at pace with a particular focus on the SEND local area inspection preparation. The inspection is anticipated to be in the next 12 months but likely within the Summer term of the 18/19 academic year. The carry forward funding is critical to staffing and urgent work that Bromley continues to require, with a clear focus on quality assurance and improvements. All remaining funding is therefore requested to be carried forward to maximise what is available as we drive improvements and continue to implement the action plan, which is scrutinised through accountability at the SEND Governance Board.

13 Pathfinder Grant	8,161
The funding that remains will be consolidated with the SEND Reform grant carry over to maximise resource to implement the improvements at pace, with a focus on the forthcoming SEND local area inspection planning.	
14 Early Years Grant - Supporting early education of disadvantaged children	14,800
The original plan for this money was to be used to support the resourcing of a project developing a bespoke software solution for the early years funding team. After extensive discussions with both BT and the current provider, SDA, it was concluded that both the development costs and the associated risks involved made the proposal unviable. Therefore the service has recently undertaken a market review of the off-the-shelf packages available.	
It is therefore proposed that this grant is carried forward into the next financial year. It will then be able to be combined with some existing funding of £43k for the purchase and start-up costs of the new digital solution. The initial start-up and first year costs of the solutions under consideration vary from £65k to £87k. Two of the packages will also require additional expenditure if the LA opts to include modules / software for producing data reports.	
Education, Childrens and Families Portfolio - Expenditure to be carried forward	<hr/> 615,908
Total Grant Income	-615,908

Description	2018/19 Latest Approved Budget £'000	Variation To 2018/19 Budget £'000	Potential Impact in 2019/20
Children's Social Care	34,836	3,204	The overall full year effect of the Children's Social Care overspend is £3,556k, analysed as Residential, Fostering and Adoption Dr £3,925k , Leaving Care services (inc Staying Put and Housing Benefit clients) Dr £110k, No Recourse to Public Funds Cr £187k and Parental Assessments Cr £174k, Virtual School Dr £100k, Direct Payments Dr £182k. This assumes that management action of £400k is achieved in 2019/20 and additional funding being negotiated from Bromley CCG of £500k is also received. Additionally, staffing costs are projected to be overspent by £945k due to continued high use of agency staff, however management action has been included to offset this as the department will need to manage the costs of staffing within the overall budget.
Adult Education	Cr 520	84	The pressure in the Adult Education area is being caused by the provision of non-fee paying courses as required by the community learning element of the ESFA grant. This requires us to provide provision to support vulnerable communities and any reduction in the priority area risks a reduction in the future allocation of the grant. The full year effect is projected to be £130k.

Reconciliation of Final Approved Budget	£'000
Original Budget 2018/19	50,321
Contingency:	
SEN Implementation Grant 2018/19	
- expenditure	189
- income	Cr 189
SEND Preparation for Employment Grant 2018/19	
- expenditure	63
- income	Cr 63
SEN Pathfinder Grant 2018/19	
- expenditure	28
- income	Cr 28
Carry forwards:	
SEN Implementation Grant 2016/17	
- expenditure	20
- income	Cr 20
SEN Pathfinder Grant 2016/17	
- expenditure	16
- income	Cr 16
Early Years Grant	
- expenditure	15
- income	Cr 15
School Improvement Grant	
- expenditure	47
- income	Cr 47
High Needs Strategic Planning Fund	
- expenditure	13
- income	Cr 13
Delivery Support Fund	
- expenditure	69
- income	Cr 69
Tackling Troubled Families	
- expenditure	498
- income	Cr 498
Other:	
Fire Risk Assessment and Cyclical Maintenance	82
Customer Relations Officer post	Cr 8
Strategic and Business Support Services restructure	Cr 7
Virement from Programmes and Strategy Divisions to Childrens Social Care	250
Merit awards	55
Revised EDT Recharge - Controllable	98
Revised EDT Recharge - Non-Controllable	Cr 98
Bromley Welcare	
- expenditure	29
- income	Cr 29
Non Recurring Expenditure (YOS)	
- expenditure	97
- income	Cr 97
Tackling Troubled Families	
- expenditure	291
- income	Cr 291
Memorandum Items:	
Capital Charges	51
Insurance	Cr 23
Rent income	Cr 15
Repairs & Maintenance	Cr 3
IAS19 (FRS17)	3,234
Excluded Recharges	397
Final Approved Budget for 2018/19	54,334

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Report No.
ECHS19052

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: CHILDREN, EDUCATION AND FAMILIES POLICY
DEVELOPMENT AND SCRUTINY COMMITTEE

Date: 9th July 2019

Decision Type: Non-Urgent Executive Non-Key

Title: BUDGET MONITORING 2019/20

Contact Officer: David Bradshaw, Head of Finance, Education & Children's Social Care
Tel: 020 8313 4807 E-mail: David.Bradshaw@bromley.gov.uk

Chief Officer: Director of Education, Director of Children's Social Care

Ward: (All Wards);

1. Reason for report

- 1.1 This report provides the budget monitoring position for 2019/20 based on activity up to the end of May 2019.
-

2. **RECOMMENDATION(S)**

2.1 **The Education, Children and Families Budget and Performance Monitoring Sub-Committee are invited to:**

- (i) **Note that the latest projected overspend of £1,323,000 is forecast on the controllable budget, based on information as at May 2019;**
- (ii) **Note the full year effect cost pressures of £1,249,000 in 2020/21 as set out in section 4;**
- (iii) **Note the funding release request of carry forward funding as detailed in section 5 of this report;**
- (iv) **Note the comments of the Department in section 8 of this report; and,**
- (v) **Refer the report to the Portfolio Holder for approval.**

2.2 **The Portfolio Holder is asked to:**

- (i) **Note that the latest projected overspend of £1,323,000 is forecast on the controllable budget, based on information as at May 2019;**
- (ii) **Agree to the release of the carry forward funding as set out in section 5.**

Corporate Policy

1. Policy Status: Not Applicable
 2. BBB Priority: Health and Integration
-

Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: ECF Portfolio
 4. Total current budget for this head: £55.175m
 5. Source of funding: ECF approved budget
-

Staff

1. Number of staff (current and additional): 1,138 Full time equivalent
 2. If from existing staff resources, number of staff hours: N/A
-

Legal

1. Legal Requirement: Statutory Requirement
 2. Call-in: Applicable
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The 2019/20 budget reflects the financial impact of the Council's strategies, service plans etc. which impact on all of the Council's customers (including council tax payers) and users of the services
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The 2019/20 projected outturn for the Education, Children and Families Portfolio is detailed in Appendix 1a, broken down over each division within the service. Appendix 1b gives explanatory notes on the movements in each service. The current position is an overspend of £1,323k. This position assumes that further management action will be taken throughout the year to at least maintain the current position. If this does not take place then the position may change. Some of the main variances are highlighted below.
- 3.2 Senior officers meet on a regular basis to scrutinise and challenge the expenditure position and formulate management action to address any issues.

Education - £155k underspend

- 3.3 Overall the position for Education is a predicted £155k underspend. This is due in the main to vacant posts and additional income expected to be collected in SEN Transport. These figures are subject to change and may change once the routes for the new cohort of children are confirmed in September.

Dedicated Schools Grant (DSG) - £426k underspend

- 3.4 An element of the Education Budget is classed as Schools' Budget and is funded by the dedicated Schools Grant (DSG). Grant conditions require that any over or under spend should be carried forward to the next financial year.
- 3.5 There is a current projected underspend in Dedicated Schools Grant (DSG) of £426k. This will be added to the £2,495k carried forward from 2018/19. The Council have agreed to use £212k of the brought forward balance to support the services in-year.
- 3.6 The carry forward figure will also need to be reduced for the Early Year adjustment for 2018/19 once Department for Education (DfE) has released the figures (normally in July). This gives an estimated DSG balance of £2,709k at the end of the financial year.
- 3.7 It should be noted that the DSG can fluctuate due to pupils requiring additional services or needing to be placed in expensive placements. The Council are contributing £1.9m of core funding to DSG services in 2019/20 and potentially any underspend in DSG could be used to minimise the Council contribution.
- 3.8 A summary of the main variations is provided in the table below, and further details of the variations can be found within Appendix 1B.

				Variations
				£'000
Primary Support Team				-31
Home & Hospital				100
Other Small Balances				11
SEN:				
- Placements				-589
- Transport				115
- High Needs Pre-school Service				24
- Sensory Support				-30
- SIPS				-7
- Darrick Wood Hearing Unit				-9
- Complex Needs Team				13
- Outreach & Inclusion Service				-21
- Early Support Programme				12
- Other Small SEN Balances				-14
Total				-426

Children's Social Care (CSC) - £1,478k overspend

- 3.9 The Children's Social Care division is currently overspending by £1,478k (net of management action of £186k). The main areas of over/underspend are highlighted in the paragraphs below and in Appendix 1B. For the budget in 2019/20 growth was given in the budget of 4,049k. This was partially offset by agreed mitigating management actions of £900k, leaving a net budget increase of £3,149k. The management actions have not all been found in year as yet but it is assumed that further sums will be found this financial year.
- 3.10 These figures include the contribution from Bromley Clinical Commissioning Group (BCCG) of £1.9m for 2019/20. Officers negotiated an increase of £900k over the previous 2018/19 contribution rate.
- 3.11 Placements for children continue to be a pressure area. The overspend before management action stands at £439k overspent (£253k with management action). The number of placements has further increased above budgeted levels, particularly in independent fostering arrangements and kinship arrangements. Overall Children Looked After (CLA) numbers have risen from the budgeted figure of 311 in 2019/20 to 326 which is the current position in May 2019.
- 3.12 Another main area of overspend is on Agency staff which currently stands at £806k overspent. The 2019/20 budget assumed the fall out of non-recurring costs of £1m in staffing £750k phase 4 funding plus £250k phases 1-3). Although the fall out of £750k could have been translated to staff numbers, the department intended to seek alternative savings through a reduction in Agency costs. This has not materialised. In CSC the number of Agency staff has remained fairly constant. Therefore this causes an overspend as they are more expensive than permanent staff.
- 3.13 Staff reductions could impact on the caseload promise and potentially leave children at risk and this would need to be considered. However this has not been reflected as the service are not going forward with this at present.
- 3.14 The other main area of overspend is direct payments in Children With Disabilities (CWD) which is currently £419k overspent. This has increased primarily with 4 families where their children have complex needs and whilst the increase is significant in terms of DP the cost should these children be in residential care would be far greater. The service is scrutinising the BCCG contributions in order to maximise them as far as possible.

- 3.15 Another ongoing risk area for placements is the Unaccompanied Asylum Seeker Children (UASC) cohort. Bromley experienced higher levels of children coming to Bromley following being one of only 4 authorities remaining on the rota to reach 0.7%. Bromley reached its quota and therefore was taken off the rota leaving other Local Authorities who below the agreed quotient. .
- 3.16 Government have recently announced that funding rates for UASC children will increase from £91 per day to £114 per day. This equates to an additional £8,400 per annum for each UASC child, assuming they are in all the financial year. Whilst the additional income is welcomed, the grant does not cover all the costs. Moreover once they reach 18 and become Looked After children (LAC), the funding ceases although the responsibility continues to the age of 25.
- 3.17 Full details of all the over and underspends are contained in Appendix 1.

4. FULL YEAR EFFECT GOING INTO 2020/21

- 4.1 The cost pressures identified in section 3 above will impact in 2020/21 by £1,249k. Management action will continue to need to be taken to ensure that this does not impact on future years.
- 4.2 Given the significant financial savings that the Council will need to make over the next four years, it is important that all future cost pressures are contained and that savings are identified early to mitigate these pressures.
- 4.3 Further details are contained within Appendix 1.

5. RELEASE OF CARRY FORWARD AMOUNTS HELD IN CONTINGENCY BY THE PORTFOLIO HOLDER

Step Up to Social Work Cohort 6 - £48,000

- 5.1 The Department of Education forward funded the initial set up costs for the new cohort of the Step Up to Social Work grant. The funding for this new cohort was agreed by Executive in February 2019 and is the continuation of a successful programme of training and developing Social Workers for Children's Social Care.

Reducing Parental Conflict - £40,100

- 5.2 The Department of Work and Pensions has provided funding totalling £40,100 to address local issues relating to the reduction in parental conflict. The purpose of the funding is to support the development of strategies and to purchase frontline practitioner training.

FGM Focused Outreach Grant - £10,135

- 5.3 Funding for locally driven Female Genital Mutilation (FGM) focussed outreach, engagement and communication. Provided by the Ministry of Housing, Communities and Local Government.

Delivery Support Fund - £26,774

- 5.4 The Delivery Support Fund was a capital grant awarded by the DfE for the implementation of 30 hours of funded childcare for working parents for which Bromley received £69,100.
- 5.5 To date a total of £42,326 has been spent on a range of projects to increase capacity. In an email dated 24/08/2018 the DfE advised LA's that any unspent money from the fund needs to be spent on aims that benefit 30 hours delivery or to implement necessary requirements in the IT system. The Early Years' service is seeking to purchase an IT system to support the flexibility and complexities involved in managing the 30 hours funding alongside all the existing funding

streams and the process is in the final stages of writing in terms of Gateway Report for this procurement.

- 5.6 It is therefore requested that the remainder of this grant, £26,774 is carried forward into the next financial year to be combined with the existing capital grant of £43k for the purchase of the new system. The initial start-up costs of the systems under consideration will cost from between £65k – 87k in year 1. It is hoped that the new system will be purchased for implementation later this calendar year.

Troubled Families Grant - £510,768

- 5.7 This grant is to fund the development of an ongoing programme to support families who have multi-faceted problems including involvement in crime and anti-social behaviour with children not in education, training or employment. This support is delivered through a number of work streams cross cutting across council departments and agencies. This sum represents the underspend in 2018-19.

SEND Reform Grant - £55,405

- 5.8 The 2018/19 SEND reform grant has been utilised to best effect in 18/19 and there has not been any further grant from DfE to support the SEND Reforms in 19/20. Bromley continue to drive improvements and are working at pace with a particular focus on the SEND local area inspection preparation. The inspection is anticipated to be in the next 12 months but likely within the Summer term of the 18/19 academic year. The carry forward funding is critical to staffing and urgent work that Bromley continues to require, with a clear focus on quality assurance and improvements. All remaining funding is therefore requested to be carried forward to maximise what is available as we drive improvements and continue to implement the action plan, which is scrutinised through accountability at the SEND Governance Board.

Pathfinder Grant - £8,161

- 5.9 The funding that remains will be consolidated with the SEND Reform grant carry over to maximise resource to implement the improvements at pace, with a focus on the forthcoming SEND local area inspection planning.

Early Years Grant - Supporting early education of disadvantaged children - £14,800

- 5.10 The original plan for this money was to be used to support the resourcing of a project developing a bespoke software solution for the early years funding team. After extensive discussions with both BT and the current provider, SDA, it was concluded that both the development costs and the associated risks involved made the proposal unviable. Therefore the service has recently undertaken a market review of the off-the-shelf packages available.
- 5.11 It will then be able to be combined with some existing funding of £43k for the purchase and start-up costs of the new digital solution. The initial start-up and first year costs of the solutions under consideration vary from £65k to £87k. Two of the packages will also require additional expenditure if the LA opts to include modules / software for producing data reports.

6. POLICY IMPLICATIONS

- 6.1 The Resources Portfolio Plan includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget.

- 6.2 Bromley's Best Value Performance Plan "Making a Difference" refers to the Council's intention to remain amongst the lowest Council Tax levels in outer London and the importance of greater focus on priorities.
- 6.3 The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2019/20 to minimise the risk of compounding financial pressures in future years.
- 6.4 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council's budgetary control and monitoring arrangements.

7. FINANCIAL IMPLICATIONS

- 7.1 A detailed breakdown of the projected outturn by service area is shown in appendix 1(a) with explanatory notes in appendix 1(b). Appendix 1 (c) shows the latest full year effects. Appendix 2 gives the analysis of the latest approved budget. Other financial implications are contained in the body of this report and Appendix 1b provides more detailed notes on the major services.
- 7.2 Overall the current overspend position stands at £1,323k (£1,249k overspend full year effect). The full year effect will be addressed in 2019/20 and 2020/21 in due course.

8. DEPARTMENTAL COMMENTS

- 8.1 The Children, Education and Families Portfolio has an overspend of £1,323,000 for the year.
- 8.2 The Education Division has an underspend of £155,000, due to vacant posts and additional income expected to be collected in SEN Transport. These figures are subject to change and may change once the routes for the new cohort of children are confirmed in September.
- 8.3 There is a current projected underspend in Dedicated Schools Grant (DSG) of £426k. This will be added to the £2,489k carried forward from 2018/19. We have agreed to use £212k of the brought forward balance to support the services in-year. The carry forward figure will need to be reduced for the Early Year adjustment for 2018/19 once Department for Education (DfE) has released the figures (normally in July). This gives us an estimated DSG balance of £2,703k at the end of the financial year. It should be noted that the DSG can fluctuate due to pupils requiring additional services or being placed in expensive placements. The Council are contributing £1.9m of core funding to DSG services in 2019/20 and potentially any underspend could be used to minimise the Council contribution.
- 8.4 In Children's Social Care (CSC) the overspend of £1,478k is due to the following:-

Staffing within Childrens Social Care (CSC)

- 8.5 This continues to be a major challenge and we are currently standing at around 75% of permanent staff. We continue to convert some of our agency workers – we currently have 6 workers who are now considering converting to permanent.
- 8.6 Currently Bromley offers a good package but our neighbours are reviewing and revising their permanent salaries and therefore we are competing again and in some cases there is around a £4k to £6K difference between boroughs. In addition as nearby authorities have received poor Ofsted outcomes they seek to increase the salary range to attract skilled and experienced staff.
- 8.7 We continue to recruit ASYE's (Assessed and Supported Year in Employment) who will begin their first year in practice; we will recruit around 14 this year which is less than 2018/19. This number will be smaller because there are some service areas where they have a full

complement of permanent staff. This includes Fostering and Adoption, Leaving Care and Children Looked After (CLA). This is a good news story but it leaves the front door and safeguarding teams with the highest number of agency staff and it is these areas that we need to be mindful of 'flooding' the system with ASYE's as they are unable to be allocated Child Protection cases which poses the most risk to the authority and children.

- 8.8 We have now appointed permanently to the two remaining Heads of Service posts who are experienced staff and who will be joining us in August and September. With any new appointment it is often the case that some staff will follow and this would be an added advantage to the authority.
- 8.9 In addition as part of our Roadmap to Excellence and the caseload promise ASYE's can only be responsible for a small caseload in their first year and by increasing this cohort of workers the caseloads will increase for more experienced staff .
- 8.10 If the current overspend was to be reduced instantly this would equate to 15 + social work posts being axed and not recruited to for the rest of the financial year and this would equate to 225 children without an allocated social worker or where caseloads would need to increase beyond the agreed promise which was recognised by our regulators .
- 8.11 This would breach the vision and values of the Local Authority (LA) and the assurance given to Ofsted of a caseload and small social work pods. In any event this would likely cause the current solid permanent workforce to leave the authority because whilst we might not be competing on a level playing field with salary we are with the caseload promise, excellent management oversight and training.
- 8.12 Such action would place children at risk – the improvement that any LA makes on its journey from inadequate to good is usually a 3 – 5 year journey. Bromley have exceeded this by turning the authority around within 19 months but we need to be mindful that the remainder of the journey is to ensure that we appoint and then retain good quality staff who can meet the needs of our children.
- 8.13 As part of our consideration we will continue to hold conversion events through HR; encourage staff in the authority to recommend Bromley; consider how we advertise our posts in a more aggressive manner; consider recruiting from overseas strong candidates.
- 8.14 The Heads of service (HOS) continue to offer interviews at any time throughout the week and ensure that if appointable we move the employment process quickly and efficiently.

Placements

- 8.15 We have worked hard to reduce the current placement overspend and this has now reduced to £439k and with the management action will reduce further to £253k.
- 8.16 This year we have only one young person (YP) in secure and we were able to find the appropriate secure bed which is at much less cost than the 4 young people we had at the last time of reporting – those children who could not be found a bed cost the LA around £8,500 each per week.
- 8.17 We have worked hard to extend some of our experienced foster carers to take our children from expensive step down residential placements. These are some of our most complex children and we have 4 carers who have received/receiving intense training and being supported by the psychologist funded through the Adoption Support Fund. Currently we have matched one young person who has made the transition – this has saved the LA £214k per year and more

importantly means that a young person has the experience and support of a family life. If we can move 3 other young people to similar placements we can triple the savings which significantly reduce the overspend going forward. We currently have 5 potential children to step down.

- 8.18 We have 12 children who will move out of the care system with a care plan of adoption and a further 8 children currently in care proceedings which will result in SGO – the net result of this would mean better outcomes for children but reduce the numbers of CLA and reduce the spend both in terms of actual cost and hidden cost of social worker and Independent Reviewing Officer (IRO) time.
- 8.19 In addition our CLA numbers are reducing with around 62 children moving out of the system by March 2020. Our Staying Together team is working with 40 children in total and these are our teenagers who would be candidates for coming into the care system and qualifying for leaving care services up until 25 years – at the current time of those being worked with we have only accommodated 2 children.
- 8.20 We have 29 Unaccompanied Asylum Seeking Children (UASC) who will reach 18 between June 2019 and March 2020 - whilst these young people will move from the CLA cohort to leaving care which is not covered by the grant. We know that whilst the Government have increased the funding from £91 to £114 per day for CLA there is a shortfall in the funding for the leaving care cohort. All LA's through various groups are pressurising the Minister to consider this position. These are traumatised young people whose needs do not diminish at 18 and with the Social Work Act we are responsible for their leaving care duty until 25.
- 8.21 We have a further 26 Children Looked After who will be reaching 18 in this financial year which will reduce the numbers of our looked after cohort, although more children will inevitably come into the system.

Fostering and adoption

- 8.22 We have continued to improve our numbers of foster carers and at the current time we have 25 fostering households being assessed which would equate to 50 carers for our children. This will further reduce our reliance on Independent Foster Agencies (IFA's).
- 8.23 We have established a group of foster carers who will accept emergency placements during out of hours, weekends and will receive children who are in police custody or need immediate protection. The purpose of this group is to prevent children moving to IFA's in the first instance and this in time will reduce the dependency on these providers.
- 8.24 We have been in consultation with the West London Alliance to consider whether we partner with them in regard to our residential, IFA and Independent providers for our Care Leavers – this is an ongoing conversation but from a diagnostic there is a prediction of further savings.

Transitions

- 8.25 We have identified 4 young people between now and November who will be reaching 18 and will require a high level of adult care – whilst this reduces the CSC budget this will be a burden on Adult Social Care (ASC).

Children with Disabilities (CWD)

- 8.26 There has been an increase in Direct Payments (DP) - this has increased primarily with 4 families where their children have complex needs and whilst the increase is significant in terms of DP the cost should these children be in residential care would be far greater. However we

are scrutinising the way we take contributions from the Bromley Clinical Commissioning Groups (BCCG). We have achieved this well in our placement budget with the BCCG contributing to £1.9m in placements up front.

The risks in the Education, Children & Families Portfolio are:-

- i) Recruitment and retention of permanent staff/ ability to recruit skilled staff for the posts vacant.
- ii) Limited supply and increasing costs of residential placements – including the specialist placements for very complex young people.
- iii) Increase in the Looked After Population – particularly in our Looked After Unaccompanied Minors population.
- iv) Increased complexity of children (SEND).
- v) Impact of Social Work Act 2017 implementation.
- vi) Income from partners reducing.
- vii) Shortage of local school places.
- viii) Increasing High Needs Block expenditure not matched by a commensurate increase in Government Grant.
- ix) Continuing impact of 2014 Children and Families Act extending the age range to 25 for Education, Health and Care Plans.

Non-Applicable Sections:	Legal Implications Personnel Implications Customer Implications
Background Documents: (Access via Contact Officer)	2019/20 Budget Monitoring files in ECHS Finance Section

Education, Children and Families Portfolio Budget Monitoring Summary

2018/19 Actuals	Service Areas	2019/20 Original Budget £'000	2019/20 Latest Approved £'000	2019/20 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
£'000		£'000	£'000	£'000	£'000			
EDUCATION CARE & HEALTH SERVICES DEPARTMENT								
Education Division								
Cr 436	Adult Education Centres	Cr 409	Cr 409	Cr 409	0	1	0	0
385	Schools and Early Years Commissioning & QA	676	676	676	0		0	0
6,586	SEN and Inclusion	7,829	7,829	7,674	Cr 155		0	0
73	Strategic Place Planning	98	98	98	0		0	0
Cr 6	Workforce Development & Governor Services	Cr 30	Cr 30	Cr 30	0	2	0	0
430	Access & Inclusion	527	527	527	0		0	0
Cr 1,340	Schools Budgets	Cr 1,264	Cr 1,264	Cr 1,264	0		0	0
71	Other Strategic Functions	28	28	28	0		0	0
5,763		7,455	7,455	7,300	Cr 155		0	0
Children's Social Care								
1,418	Bromley Youth Support Programme	1,518	1,518	1,518	0	3	0	0
879	Early Intervention and Family Support	1,156	1,156	1,156	0		0	0
5,706	CLA and Care Leavers	6,165	6,165	6,248	83		0	83
17,933	Fostering, Adoption and Resources	16,908	16,908	17,347	439		0	208
Cr 800	Management action	0	0	Cr 186	Cr 186		0	Cr 186
3,411	Referral and Assessment Service	3,407	3,407	3,743	336		0	336
2,743	Safeguarding and Care Planning East	2,912	2,912	3,099	187		0	188
4,470	Safeguarding and Care Planning West	4,575	4,575	5,104	529		0	530
2,280	Safeguarding and Quality Improvement	663	663	753	90		0	90
38,040		37,304	37,304	38,782	1,478		0	1,249
43,803	TOTAL CONTROLLABLE FOR EDUCATION, CHILDREN & FAMILIES	44,759	44,759	46,082	1,323		0	1,249
5,332	Total Non-Controllable	1,819	1,819	1,819	0			0
8,391	Total Excluded Recharges	8,597	8,597	8,597	0		0	0
57,526	TOTAL EDUCATION, CHILDREN & FAMILIES PORTFOLIO	55,175	55,175	56,498	1,323		0	1,249
Memorandum Item								
Sold Services								
Cr 85	Education Psychology Service (RSG Funded)	Cr 116	Cr 116	Cr 11	105	4		0
8	Education Welfare Service (RSG Funded)	Cr 29	Cr 29	Cr 29	0			0
Cr 6	Workforce Development (DSG/RSG Funded)	Cr 34	Cr 34	Cr 34	0			0
52	Community Vision Nursery (RSG Funded)	62	62	62	0			0
93	Blenheim Nursery (RSG Funded)	86	86	86	0			0
62	Total Sold Services	Cr 31	Cr 31	74	105		0	0

REASONS FOR VARIATIONS**1. Special Education Needs (SEN) and Inclusion - Cr £155k**

It is currently forecasted that the SEN Transport will underspend by £134k. This is split between staffing (£45k under) due to vacant posts in the current structure and extra income (£89k) from services provided to other organisations. These figure may change once the routes and children for the new academic year are finalised

The Education Psychologists are currently in the process of recruiting to the vacant posts in their team. This is causing the statutory service they are required to provide to be underspent by £117k and the Trading Service they offer to the Schools to be overspent by £105k - due to the use of expensive agency staff to provide the service. This is a net underspend of £12k.

The remaining difference relates to staffing in this area that is currently forecasting an underspend of £9k.

2. Schools Budgets (no impact on General Fund)

Expenditure on Schools is funded through the Dedicated Schools Grant (DSG) provided by the Department for Education (DfE). DSG is ring fenced and can only be applied to meet expenditure properly included in the Schools Budget. Any overspend or underspend must be carried forward to the following years Schools Budget.

There is a current projected underspend in DSG of £426k. This will be added to the £2,495k carried forward from 2018/19. We have agreed to use £212k of the brought forward balance to support the services in-year. The carry forward figure will need to be reduced for the Early Year adjustment for 2018/19 once DfE has released the figures (normally in July). This gives us an estimated DSG balance of £2,709k at the end of the financial year. It should be noted that the DSG can fluctuate due to pupils requiring additional services or being placed in expensive placements. The Council are contributing £1.9m of core funding to DSG services in 2019/20 and potentially any underspend could be used to minimise the Council contribution.

The in-year overspend is broken down as follows:-

There is an underspend of £31k in the Pupil Support Services area. This is due to vacant posts and the under use of agency and consultancy costs to provide the service.

The Home and Hospital service has a pressure of £100k on agency staff costs due to demand led pressures in the service. This continues to be an issue

SEN placements are projected to underspend by a total of £589k. The underspend are being caused by underspends in Maintained Day (£107k), Independent Day (£364k) and Independent Boarding Schools (£301k). These underspends are then offset with overspends on Maintained Boarding Schools (£105k), Alternative Programmes (£45k) and the costs of Matrix Funding (£33k). These figures may change later in the year once the final placements (and their costs) have been agreed for the new academic year.

The DSG funded element of SEN Transport is projected to overspend by £115k due to the new routes that were established in the last year. This forecast may change once the routes for the new academic year have been finalised. Due to the current funding regulations LBB are not permitted to increase this budget from the previous year.

There is an overspend of £24k in the High Needs Pre-School Service due to staffing.

The Sensory Support Service and Darrick Wood Hearing Units are underspent by £39k, mainly due to an underspend in staffing.

The Schools Improvement Plan Service (SIPS) and Outreach & Inclusion Services are all currently projected to underspend. Most of the underspend relates to lower than expected staffing costs, but there is also a small amount that relates to running costs that were not expected to be incurred during the year. This are then offset by similar overspends at the Complex Needs Team and the Early Support Programme. The net effect of these cost centres is a £3k underspend.

There is also a total small balance of underspends of £3k. This is consists of £14k underspend in the SEN heading, and £11k overspend

	Variations £'000	High Needs £'000	Schools £'000	Early Years £'000	Central £'000
Primary Support Team	-31	0	0	0	-31
Home & Hospital	100	100	0	0	0
Other Small Balances	11	6	3	2	0
SEN:					
- Placements	-589	-589	0	0	0
- Transport	115	115	0	0	0
- High Needs Pre-school Service	24	24	0	0	0
- Sensory Support	-30	-30	0	0	0
- SIPS	-7	0	0	-7	0
- Darrick Wood Hearing Unit	-9	-9	0	0	0
- Complex Needs Team	13	13	0	0	0
- Outreach & Inclusion Service	-21	-21	0	0	0
- Early Support Programme	12	12	0	0	0
- Other Small SEN Balances	-14	-9	0	0	-5
Total	-426	-388	3	-5	-36

There will continue to be pressures in the DSG from 2019/20 onwards, especially in the High Needs Block area. More children are coming through the system which will put pressure on DSG resources. In 2018/19 DfE agreed that LBB could top slice £1m from the Schools DSG to underpin the High Needs budget. A further request was put forward to DfE for 2019/20 and this was rejected and therefore additional Council resources have been contributed £1.9m in the High Needs Block. From 2020/21 although it is not yet clarified by DfE, it is expected that disapplication requests to top slice funding will no longer be available as the 'hard formula' National Funding Formula is put in place and funding blocks are even more rigidly fixed.

3. Children's Social Care - Dr £1,478k

The current budget variation for the Children's Social Care Division is projected to be an overspend of £1,478k based on current levels of spending. Despite additional funding being secured in the 2019/20 budget, continued increases in the number of children being looked after together with the high cost's of some placements has continued to put considerable strain on the budget.

CLA and Care Leavers - Dr £83k

The projected overspend in this area relates to staffing costs and arises as a result of the use of agency staff which cost more than a permanent member of staff.

Fostering, Adoption and Resources - £253k (net of management action)

The budget for children's placements is currently projected to overspend by £439k this year, with management action of £186k reducing this to £253k. The analysis of this over the various placement types is shown below.

- Community Home's / Community Home's with Education - Cr £3k
- Boarding Schools - Cr £153k
- Placement Support services - Dr £163k
- Fostering services (IFA's) - Dr £561k
- Fostering services (In-house, including SGO's and Kinship) - Cr £160k
- Adoption placements - Dr £31k

The projections include an estimation of further costs for the year of children coming into care. Also included in the variations above are (1) Bromley CCG have continued to contribute £1m this year towards the continuing care costs of placements and have committed to a further £900k in 2019/20. (2) additional funding for Unaccompanied Asylum Seeking Children expected due to the April 2019-20 change in daily allowance from £91 to £114/day. This equates to an additional £8,400 per annum for each UASC child, assuming they are in all the financial year.

The main pressure area continues to be the number of placements being made into Independent Fostering agencies (IFA) which on average cost £20k more than an in-house fostering placement.

Management action of £186k is also included further reducing the projected spend, this relates to moving placements from residential care settings to in-house fostering. This target was originally £400k and £214k of this has already been achieved.

Referral and Assessment Service - Dr £336k

The projected overspend in this area relates to staffing costs and arises as a result of the use of agency staff which cost more than a permanent member of staff.

Safeguarding and Care Planning East - Dr £187k

The projected overspend in this area relates to staffing costs and arises as a result of the use of agency staff which cost more than a permanent member of staff.

Safeguarding and Care Planning West- Dr £529k

Of the projected overspend in this area, £110k relates to staffing costs and arises as a result of the use of agency staff which cost more than a permanent member of staff. There is a £419k projected overspend in direct payments for children with disabilities, with several high cost packages of care being paid.

Safeguarding and Quality Improvement - Dr £90k

The projected overspend in this area relates to staffing costs and arises as a result of the use of agency staff which cost more than a permanent member of staff.

4. Sold Services (net budgets)

Services sold to schools are separately identified in this report to provide clarity in terms of what is being provided. These accounts are shown as memorandum items as the figures are included in the appropriate Service Area in the main report.

Waiver of Financial Regulations

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempt from the normal requirement to obtain competitive quotations the Chief Officer has to obtain the agreement of the Director of Corporate Services, the Director of Finance and the Director of Commissioning and (where over £100,000) approval of the Portfolio Holder and report use of this exemption to Audit Sub-Committee bi-annually. Since the last report to the Executive, there has been one waiver in the Education area with an annual value of less than £30k. In Children's Social Care there was 1 waiver agreed for placements of between £50k and £100k and 3 for more than £100k.

Virements Approved to date under Director's Delegated Powers

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive, there have been 2 virements 1) a virement has been actioned in Education for £35k and relates to the correction of the budget for a contract and 2) contributions from ECHS divisions to create a Customer Relations Officer as part of the Strategy, Performance and Engagement restructure for £8k. 3) Virement to CSC relating from the Programmes and Strategy Divisions to offset pressures in CSC of £250k

Description	2019/20 Latest Approved Budget £'000	Variation To 2019/20 Budget £'000	Potential Impact in 2020/21
Children's Social Care	37,304	1,478	The overall full year effect of the Children's Social Care overspend is £1,249k, analysed as Residential Care, Fostering and Adoption Dr £1,228k , Children with Disabilities direct payments £420k and staffing costs of £807k. Expected income from additional Unaccompanied Asylum Seeking Children funding of £1,020k and management action of £186k in relation to placements reduces the full year effect of the overspend.

Reconciliation of Latest Approved Budget		£'000
Original Budget 2019/20		55,175
Carry forwards:		
SEN Reforms Grant	- expenditure	55
	- income	Cr 55
SEN Pathfinder Grant	- expenditure	8
	- income	Cr 8
Early Years Grant	- expenditure	15
	- income	Cr 15
Delivery Support Fund	- expenditure	27
	- income	Cr 27
Step up to Social Work Cohort 6	- expenditure	48,000
	- income	Cr 48,000
Reducing Parental Conflict	- expenditure	40,100
	- income	Cr 40,100
FGM Focussed Outreach Grant	- expenditure	10,135
	- income	Cr 10,135
Tackling Troubled Families	- expenditure	510,768
	- income	Cr 510,768
Latest Approved Budget for 2019/20		<u><u>55,175</u></u>

Report No.
ECHS19066

London Borough of Bromley

Part 1 - Public

Decision Maker: **Executive**
For Pre-decision Scrutiny by the Children, Education and Families PDS Committee on 9th July 2019

Date: **10 July 2019**

Decision Type: Non-Urgent Executive Non-Key

Title: **CHILDREN'S SPEECH AND LANGUAGE THERAPY: BETTER CARE FUND AND FUTURE FUNDING STRATEGY**

Contact Officer: Dan Manns, Integrated Strategic Commissioner
Tel: 020 8313 4618 E-mail: daniel.manns@bromley.gov.uk

Chief Officers: Jared Nehra, Director of Education, Education, Care & Health Services Email: Jared.Nehra@bromley.gov.uk

Ward: All

1. REASON FOR REPORT

- 1.1 Speech and Language Therapy (SLT) for children and young people in Bromley is primarily provided by Bromley Healthcare (BHC) through a contract held by NHS Bromley Clinical Commissioning Group (BCCG), jointly commissioned with the Council.
 - 1.2 On 12th September 2018 an Executive report was agreed by Members requesting additional 'one-off' funding from the Better Care Fund for the SLT service. Subsequently, commissioners from the London Borough of Bromley (LBB) and NHS Bromley Clinical Commissioning Group (BCCG) have conducted a review of the service. This report presents the outcome of the review including the implications of the recent Speech, Language and Communication Needs (SLCN) analysis undertaken by Public Health and recommendations for a re-designed and sustainable service.
-

2. RECOMMENDATION(S)

- 2.1 That Members note the contents of this report when considering the recommendations in the Part Two report 'Children's Speech and Language: Better Care Fund and Future Funding Strategy'. This includes agreeing the funding allocation and that it will be managed through the joint funding arrangement with BCCG under Section 75 of the NHS Act 2006. The value of the funding allocation is included in Part Two of the report due to the contract price being commercially sensitive information.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Increasing the overall budget for services for children with SLCN and working to develop a 'whole system approach' with a range of partners will enable schools and other settings to advance the therapeutic response and to be more inclusive of the range of SLCN in Bromley.

Corporate Policy

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

Financial

1. Cost of proposal: Detailed in Part 2 report for the remainder of the contract: years 2019/20, 2020/21 and 2021/22
 2. Ongoing costs: Recurring Cost None
 3. Budget head/performance centre: BCF codes
 4. Total current budget for this head: Detailed in Part 2 report
 5. Source of funding: Detailed in Part 2 report
-

Staff

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

Legal

1. Legal Requirement: <please select>
 2. Call-in: <please select>
-

Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 6,500
-

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The 2019-20 academic year provides a chance to strengthen the service with a revised specification to meet the needs of all CYP with SLCN aged 0-25. This will enable Bromley's children and young people to have access to a range of flexible options including information and guidance, early intervention as well as specialist support where required.
- 3.2 This report presents a number of proposed changes to the service, the overall system for delivering support to CYP with SLCN in Bromley and details the service improvements anticipated for the remainder of the contract.

4. SUMMARY OF THE BUSINESS CASE

- 4.1 There is evidence of a considerable local rise in demand for SLT since the introduction of the reforms set out in the Children and Families Act 2014 and the publication of the SEND Code of Practice 2015 which, along with the introduction of Education, Health and Care Plans (EHCPs), details 'Communication and Interaction' as one of the four specific areas of special education need (SEND Code Section: 6.28). This placed a new duty on local authorities and CCGs in terms of the joint commissioning of, and statutory duty to provide, services to meet the needs of children and young people with SLCN.
- 4.2 Bromley has a higher than average number of EHCPs per head of the population. The number of EHCPs in Bromley as of 5th April 2019 stands at **2,232**. SLCN appears as the primary diagnosis in around **43%** of these and around 70% of all EHCPs in Bromley now include provision for SLCN. This unanticipated increase in demand for SLT has placed existing services under considerable pressure.
- 4.3 Bromley has the highest level of SLCN when compared with statistical neighbours. This is below the London average and slightly above the England average (see [Figure 1](#) below). This may be in part due to lower levels of reassessment of SLCN need as children progress through school than may be seen in other areas. Regular assessment can often lead to the re-categorisation of primary need into SEN diagnoses such as ASD and LD, which tend to share a high level of co-morbidity with SLCN.

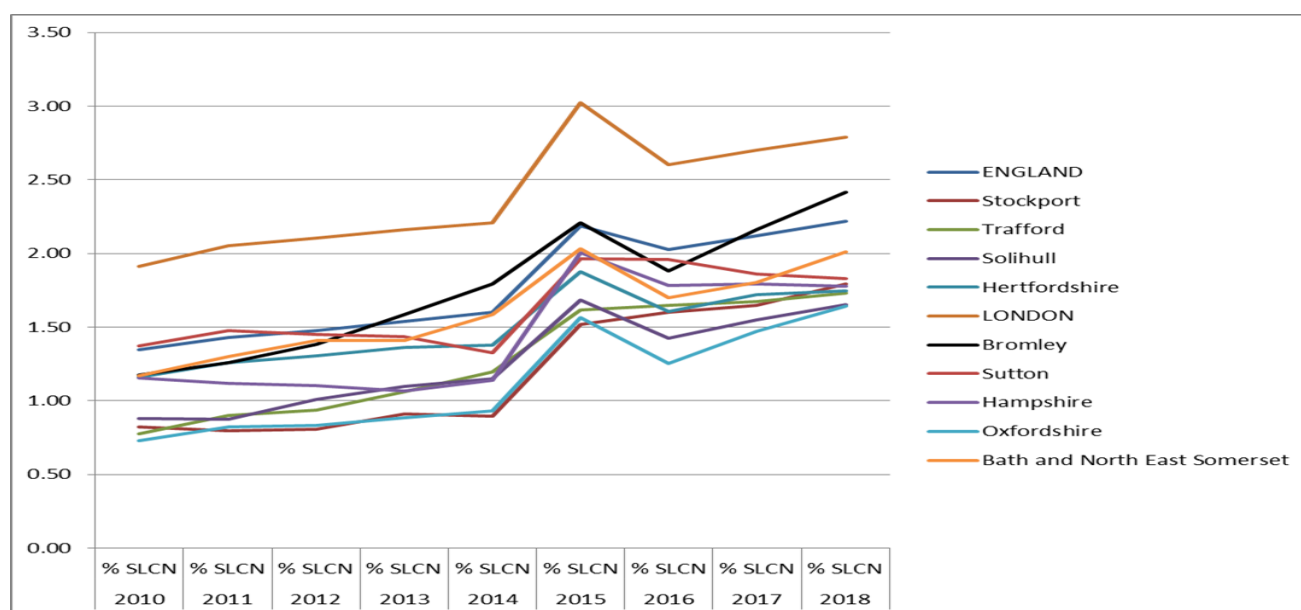


Figure 1: Trends in SLCN as a proportion of the child population, Bromley compared to statistical neighbours, 2010 - 2018.

- 4.4 The current SaLT service provides various interventions including:

- **Universal:** Early identification of needs via drop-in services and parent groups; training for parents and pre-school settings; contributions to SEN support plans; age appropriate training for teachers and support staff in identification of SLCN, classroom support strategies and guidance in delivering packages of intervention for school age children; drop-ins for families and education professionals.
- **Targeted:** Pre-school children and school-age children with identified health needs will receive a minimum of one intervention per term (parent training group, one to one sessions, or set of group sessions with parents and pre-school staff). Assessment, diagnosis, advice, guidance, training and support are available via drop-ins, clinics and sessions in community settings.
- **Specialist:** Pre-school children will receive intervention as per their assessed need. Specialist support for CYP (with an identified health need where the Local Authority does not have the duty to provide) with EHC Plan or Continuing Care may include: Individual or multi-disciplinary assessment; diagnosis and interventions; blocks of 1:1 or small group work; monitoring of support (1:1 or group); attendance and input into the child's annual reviews and support for vulnerable groups such as CLA and YOS delivered in appropriate settings.

Developing a Whole System Approach

- 4.5 A 'whole system approach' takes a holistic view in which the acquisition of good communication, language and literacy skills are embedded throughout the curriculum and at every level of school life. Good practice examples also emphasise the need for parental involvement and senior leadership support for this to be successful.
- 4.6 There is considerable evidence for the efficacy of this approach. As the Berrow 'Ten Years On' report has highlighted nationally, there is some way to go before services for children and young people with SLCN are able to fully reduce or eradicate the disadvantages and inequalities which often result from having a condition which impairs the ability to express oneself effectively and to understand the communication of others. However, there is a growing body of academic and practical research, such as Marie Gascoigne's 'The Balanced System' model, which can help services to become both more effective and also more sustainable.
- 4.7 This model recognises that during a child's journey through the education system, they may have greater or lesser support needs at different times. Accordingly, the level of specialism of support which they require will vary, as will the required skill level of a practitioner working with them. By focusing on increasing the skills and confidence of those working with children and young people with SLCN at every level, it is anticipated that services will become more sustainable and less reliant on an over-stretched specialist workforce as the required knowledge is embedded within educational settings and elsewhere, across the full spectrum of services for children and young people throughout the 0-25 age range. A diagram which illustrates how this flexibility of support might work in practice is included below as Figure 5.

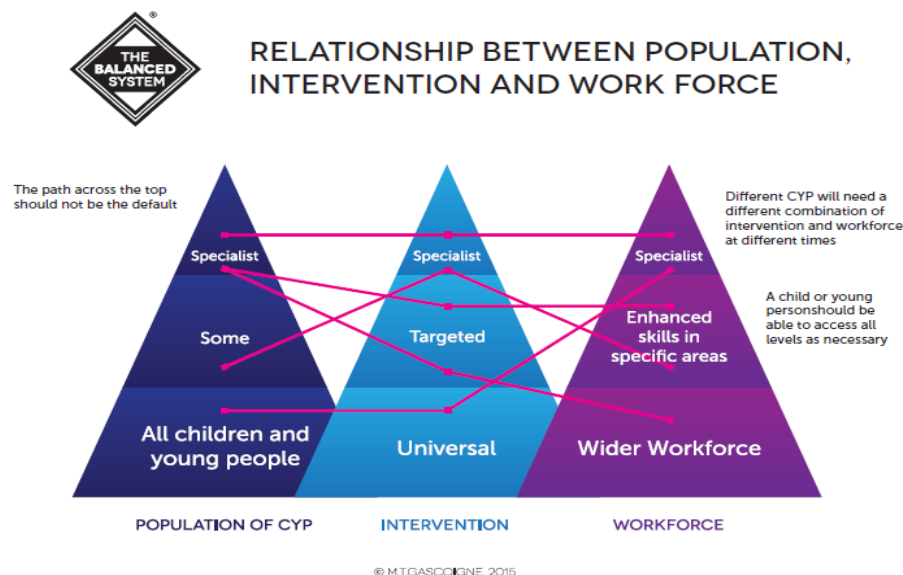


Figure 5: Support levels in 'The Balanced System'.

- 4.8 This approach has influenced the specific recommendations that follow in this report.

Service Improvements

- 4.9 With the greater understanding that commissioners now have of the high level of SLCN in Bromley and the relative under-provision of the SLT service, it is expected that the recommended increases in provision will give BHC the opportunity to perform at a more productive level than has been possible since the beginning of the current contract.
- 4.10 It is also proposed that the new specification will be flexible, that an updated service model will be re-issued on an annual basis and will be informed by data focusing on the prediction of levels of SLCN in a variety of settings in the coming year. For instance, SEN place planning data will be helpful in predicting which schools are expecting an increase or decrease in pupils with SLCN. Recent EHCPs may also be useful in predicting individual amounts of provision required if these are specified within the plan. This is an approach which other local authorities and CCGs with integrated therapy services have successfully taken. Going forward, the financial envelope will not change from year to year, but the allocation of resources within different settings can be flexed to meet the anticipated demand
- 4.11 In conjunction with an expanded service specification, a more rigorous and outcome focused performance monitoring framework is being developed in order to track the expected service improvement.
- 4.12 A detailed expert study of the SLT system in Bromley as a whole has been commissioned by BCCG, taking account of all settings, partners and provision. Its findings will be used to improve practice and service configuration during the remaining duration of the current contract in order to ensure that the available resources are deployed in the best way to meet current and future SLCNs.
- 4.13 Previously, long waiting times for assessment, and intervention following assessment have been a frustration for parents. Also there has been a disconnect between the amount of sessions recommended following assessment and the amount that BHC can deliver under the current contract which has caused additional pressure on the system as a whole. The proposed increases will tackle this issue.
- 4.14 For the new service it will be necessary to increase the capacity of the service in order to ensure that there is sufficient provision for assessment, staff training, as well as 1:1 therapy and group therapy interventions delivered collaboratively with key staff in education settings. There is evidence to suggest that an intervention which combines 1:1 therapy with group interventions delivered alongside everyday communication partners can be very effective (in terms of both outcomes and value for money) as young people are able to practice their language and communication skills in more than one environment and context.
- 4.15 There are a number of specific client groups or service areas for which provision needs to be developed, increased or amended.

Universal Drop-Ins

- 4.13 **Children's Centres Universal Drop-Ins:** Universal SLCN drop-ins held in Bromley's six children's centres are very popular with parents and practitioners. They allow parents to receive advice more quickly than waiting for a 1:1 clinical appointment. Teachers and other practitioners are also able to learn from these sessions about how best to support the children and young people with whom they are working. *It is important to note that approximately a third of families who use the drop-ins are provided with advice and reassurance regarding their children's SLCN and do not require any further SaLT intervention or service.* The remaining families are provided with tailored targeted or specialist support. Currently, these sessions are regularly over-subscribed.
- 4.14 Data strongly suggests that these sessions have a beneficial effect: They enable three times as many children to be seen per session in comparison with a 1:1 clinical appointment. BHC introduced additional pre-school drop-ins to compliment those offered through children's centres in August 2018.

- 4.15 Analysis of BHC data returns from two drop-ins at Blenheim and Burnt Ash Children's Centres shows that drop-ins are effective in absorbing self-referrals for low-level needs and operating as an informal triage system to determine which needs require further targeted or specialist therapy. Both centres had a high percentage of children who were only seen once, suggesting that they were immediately discharged with advice and reassurance. At Blenheim, from a sample of 20 pre-school children aged 0-4 seen between September 2017 and August 2018, 16 (80%) had one appointment, while the remaining 4 had a relatively small number of follow-up appointments (an average of 5 per person). At Burnt Ash, from a sample of 35 pre-school children, 17 (49%) were discharged with advice and reassurance after one appointment, with the remainder receiving between 1 and 8 follow-up appointments (an average of 3 per person).
- 4.16 There are currently 72 Universal SLCN drop-in sessions (1 per month at each of the 6 children's centres). 48 of these sessions are funded from the EIFS budget with the remaining 24 funded session funded from the core budget..
- 4.17 Given the popularity and time-efficiency of these sessions there is evidence of sufficient need to increase the number of these sessions to 144 Sessions (2 per month at each of the 6 children's centres).
- 4.18 This change would reduce the unmet needs observed through the over-subscription of these sessions at each of the six children's centres. It would also contribute to a greater number of children with SLCN being identified earlier and to the reduction of waiting times for services; firstly by the increased availability of sessions and also by the expected reduction in inappropriate referrals of children with low needs to formal advice clinics.
- 4.19 **School Age Universal Drop-Ins:** These would enable many more children to be assessed, reducing waiting times and freeing up more time for targeted and specialist work to be undertaken for those who need it. Approximately 4-6 children could be assessed in a 2 hour session in this way as opposed to only one child in around 45 minutes to an hour in a formal clinic setting. Several schools have already indicated willingness to host sessions.
- 4.20 Officers have estimated that six 3 hour sessions per month would cater for the current level of demand, based on an average of 37 referrals per month (Oct-Dec 2018) with six children seen at each session.

Identified Health Needs

- 4.21 The current service specification includes provision for mainstream school age children with identified health needs only. This arrangement excludes the majority of children with SLCN in mainstream schools from receiving an appropriate level of service through the core SLT contract.
- 4.22 Approximately 10% of children and young people assessed as having speech, language and communication needs can currently be defined as having 'health needs'. Given the current service requirements, only a small proportion of mainstream school age children and young people are therefore able to access the CCG funded health service.
- 4.23 The relatively high level of need has created a situation in which the available resources are very stretched. The table below (figure 2) illustrates this pressure on service delivery, with contacts in 2017/18 down by 48% on the previous year and unique patients down by 18% due to the restrictions on eligibility.

Sep 2015 - Aug 2016	
Contacts	22,478
Unique Patients	3,774
Sep 2016 - Aug 2017	
Contacts	27,193
Unique Patients	3,987
Sep 2017 - Aug 2018	
Contacts	14,258
Unique Patients	3,281

Figure 2: BHC Activity Levels 2015 – 2018

- 4.24 The current service specification does not include Developmental Language Disorder (DLD) or Severe Speech Disorder (SSD). Excluding this vulnerable group of children from the core contract poses a significant risk in terms of unmet need and negative impact on outcomes both educationally and socially. A move to bring DLD and SSD in scope will strengthen the SLT support for this group and mitigate the risks as a result of unmet need.
- 4.25 In order to offer an appropriate level of support for all CYP with SLCN in Bromley it will be necessary to ensure that the redesigned offer for CYP without identified health needs is equitable to that of those CYP with identified health needs.

Youth Offending Service

- 4.26 In both a 2017 joint inspection of youth offending work in Bromley led by HM Inspectorate of Probation and a 2018 NHS England study of health services and pathways for young people in the justice system in Bromley, the under provision of SLT for YOS was highlighted.
- 4.27 A joint re-inspection of the YOS by HM Inspectorate of Probation during 2019 is anticipated.
- 4.28 In virtually all of the large number of studies on the links between SLCN and the Youth Justice System, samples of young people studied showed that a majority had SLCN, with a significant proportion of these having severe and complex SLCN. It can therefore be concluded that an increase in funding for this area is likely to have a significantly positive impact on this cohort.
- 4.29 It is therefore proposed that the BHC SLT service be increased to two days per week to be staffed by an experienced Band 7 Therapist. It is further proposed that this Therapist will work in close partnership with the YOS Liaison & Diversion Officer to ensure that care plans take account of any SLCN that young people known to the YOS may have.

Partnership Work

- 4.30 The LBB Specialist Support and Disability Services team has recently appointed two Specialist Advisory Teachers for SLCN. It is expected that they will work in partnership with SLTs within a remit focused on enabling and enhancing schools as 'communication supportive environments' and encouraging and enabling schools to train designated staff as communication champions and communication leads in order to embed good practice throughout schools at all levels.
- 4.31 There is a need to work with schools to ensure that existing resources and practices are best used to support an overall high standard of communication and learning in order to support any specialised SLT resources that may be accessed through the main contract, or directly commissioned.
- 4.32 The SEN team will also be working with the special schools and ARPS in receipt of devolved funds for SLT to evaluate progress and outcomes made since funds were devolved in 2017.
- 4.33 Other SLT partnerships are also being developed such as: closer working between SENCOs and SLTs; coordination of services in schools between the lead therapy provider and smaller independent providers; SLTs and health visitors with regard to aiding earlier identification of SLCN, as well as closer joint working between LBB and BCCG Commissioners.
- 4.34 Additionally, joint working between the Designated Clinical Officer for SEND, LBB, CCG and SLT provider services is ongoing to ensure statutory compliance in relation to SLCN and the SEND Code of practice.

5 SERVICE PROFILE/DATA ANALYSIS

Current and Future Commissioning Arrangements

- 5.1 The Bromley SLT service (part of the BCCG Children's Community Health Services contract) is joint commissioned but the majority of funding is provided by BCCG who lead on the procurement, management and monitoring of the service. A small amount of social care funding is provided through the early intervention team and mainstream schools further commission bespoke services through the Dedicated Schools Grant (DSG) and the High Needs Block. Special School and ARPs are also able to draw on devolved education funds which they receive

to commission SLT directly. Some schools use BHC for their SLT requirements; other schools commission these services from smaller independent providers.

- 5.2 For the final two years of the BCCG held contract (**2020-2022**) it is proposed that the totality of the actual and proposed increases in this service since the beginning of the 2018-2019 academic year will be brought together as part of a section 75 agreement. See part 2 report for details.
- 5.3 The additional expenditure from both LBB and BCCG should be viewed as an 'invest to save' policy. Access to Therapy provision in general and SLT specifically are very often cited as reasons for both EHCP tribunals and costly moves to alternative school placements. It is expected that the increase in the availability of SLT will have a positive impact on these phenomena.

6 OPTIONS APPRAISAL

- 6.1 **Option 1:** Agree the increased funding envelope in order for BCCG to vary the contract with BHC, which runs until 2022 with an improved specification, improved monitoring framework and a 'whole system approach' based on partnership working. The service will be closely monitored for clear signs of success. If this is not demonstrable within the 2019-20 academic year, the service will be exposed to open market testing via a competitive tender. **This is the recommended option.**
- 6.2 **Option 2:** BCCG give notice to BHC (the notice period is one calendar year) and begin preparation for a procurement leading to a full tender for provision of the service with a new budget and service in place by September 2020. This option is unlikely to deliver the required service transformation as quickly or efficiently as Option 1 and will most likely lead to a continuation of the service disruption experienced by children, young people, parents and carers. Additionally, a number of issues regarding the provision of SLT in Bromley such as national skill shortages and the high number of EHCPs are largely beyond the current providers control and would equally be faced by any potential new provider. This option is not recommended.
- 6.3 **Option 3:** Do nothing: maintain the current level of funding with the existing provider until the scheduled end of the BCCG contract. This option is not recommended as it would ensure the continued under-funding of the service and a lack of improvement in current service levels. Over time, with the predicted rise in demand, it would actually entail a further decline in service levels.

7 PREFERRED OPTION

- 7.1 **Option 1:** This option will enable the required service transformation while maintaining stability and continuity of service. It will also facilitate flexibility of the new service enabling a more personalised approach to each young person's needs. Additionally it will enable BHC to spend more time on training non-specialist staff in SLT techniques in a variety of relevant settings to enable a more sustainable service in future.

8 MARKET CONSIDERATIONS

- 8.1 As of 1st January 2019 there were 16,529 Speech and Language Therapists (SLTs) registered with the Health and Care Professions Council (HCPC). This represents 4.5% of the total HCPC registered workforce. This equates to approximately 1 SLT per every 3,340 per head of the population of England and underlines the fact that SLTs are a specialist resource and there is a relative shortage of highly trained SLTs. In comparison, there are over five times as many Social Workers registered with HCPC.
- 8.2 BHC have reported difficulties with recruiting sufficient numbers of therapists qualified to Band 7 and above and so are considering the merits of fast-tracking existing staff to be trained up to this level while recruiting at a lower level to fill the posts that those whose qualification has reached

the required level have vacated. There has also been consideration of plans to target young people in education and training as potential future SLTs.

- 8.3 There are a significant number of independent SLTs operating in and around Bromley. Many of these are highly qualified and well respected practitioners. However, the current expectations of schools to commission SLT and their relative autonomy in undertaking this restricts the opportunity for commissioners to quality assure SLT provision commissioned by schools.
- 8.4 Other NHS trust organisations, such as Oxleas, deliver SLT in other South East London boroughs, such as Greenwich and Bexley.

9. STAKEHOLDER ENGAGEMENT

- 9.1 The SEND Governance Board have received regular updates on the progress of work to improve the SLT offer in Bromley.
- 9.2 It is proposed that some co-production work regarding the re-design of the SLT service specification will be undertaken with parents and other relevant stakeholders.

10. PROCUREMENT AND PROJECT TIMESCALES AND GOVERNANCE ARRANGEMENTS

- 10.1 There are no specific procurement actions for the Council as the service contract is held by BCCG who will vary their contract with the provider, subject to approval of the proposed funding arrangements.
- 10.2 The joint funding arrangements with BCCG via the existing Section 75 will be updated to reflect the proposed funding arrangements, subject to approval.
- 10.3 **Estimated Contract Value** – See the Part 2 report.
- 10.2 **Other Associated Costs** – See the Part 2 report.
- 10.3 **Proposed Contract Period** – Not applicable. The contract is in place until 30th November 2022, this proposal seeks to amend the joint funding arrangements and specification for the contract for its remaining term.

11. SUSTAINABILITY AND IMPACT ASSESSMENTS

- 11.1 The acquisition of speech, language, literacy and communication skills is fundamental to achieving positive life outcomes across school, employment and community. Without the ability to make oneself understood and to understand the communication of others, children, young people and adults are at a significant disadvantage. Poor or minimal abilities in these areas frequently have a direct correlation with negative life outcomes. There is considerable evidence that unmet SLCNs are observed in a majority of children and young people known to the YOS and mental health and wellbeing services. A deficiency in these skills has been noted as a risk factor in the development of poor mental health, whilst strength in these skills is conversely considered to be a protective factor. Many adults have reported that unmet SLCNs have had a very negative impact on their educational, employment and social outcomes.

12. POLICY CONSIDERATIONS

- 12.1 **National:**
- Human Rights Act 1998
 - Berrow Report 2008
 - Children and Families Act 2014

- SEND Code of Practice 2015
- Bercow 10 Years On Report 2018
- Children and Young People's Mental Health Green Paper 2018
- NHS Ten Year Plan

12.2 Local:

- Joint SEND Strategic Vision and Priorities
- LBB ECHS Business Plan
- LBB Children and Young Peoples Plan
- Local Area Transformation Plan (CAMHS)
- Bromley CCG Operating Plan

13. IT AND GDPR CONSIDERATIONS

- 13.1 BHC currently acts as the lead provider for referrals for SLT in Bromley, although schools do commission SLT from other organisations. All service documentation and processes were reviewed and amended (where required) when GDPR regulations were introduced. There will be a similar approach within the new service.

14. PROCUREMENT RULES

- 14.1 This contract is held by Bromley CCG, supported by joint commissioning and funding arrangements between the Council and Bromley CCG. Therefore there are no direct procurement implications or actions for the Council. Any variations required to the BHC contract to reflect the proposed amendments to funding and the specification will be managed by BCCG.
- 14.2 The mechanism for joint funding arrangements between the Council and Bromley CCG is through an existing Section 75 agreement. This will need to be updated, through the existing processes, to reflect the proposed funding arrangements.

15. FINANCIAL CONSIDERATIONS

- 15.1 Current funding of the 2018/19 academic year SALT service is funded from several sources, including the BCCG, funding delegated to schools, core LBB funding and a contribution from the BCF grant. Details of this can be seen in paragraph 5.1
- 15.2 Further need has been identified for the SALT service over the next three academic years 2019/20 to 2021/22. The costs and the funding streams are summarised in the Part 2 report.
- 15.3 It is proposed to fund the additional costs in 2019/20 by utilising Better Care Funding (BCF). BCF has supported the SALT service in previous years.
- 15.4 In the following two years the additional costs will be split between the BCCG and LBB. The Council's element will be funding from carry forward Dedicated Schools Grant (DSG). There is funding available from both the BCF and the DSG to support these arrangements.
- 15.5 These arrangements will form part of a Section 75 agreement.

16. PERSONNEL CONSIDERATIONS

- 16.1 N/A

17. LEGAL CONSIDERATIONS

- 17.1 A Section 75 agreement is in place that details the arrangements between the Council and Bromley CCG. The Council wishes to provide more funding for services as detailed in the report. The agreement will have to be updated to reflect these changes.

There are no procurement issues as such for the Council as detailed in Section 14.

Non-Applicable Sections:	[List non-applicable sections here]
Background Documents: (Access via Contact Officer)	ICB Report: Speech and Language Therapy In Bromley. 14 January 2019

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Report No.
ECHS19067

London Borough of Bromley

Part 1- Public

Decision Maker: **Executive**
For Pre-Decision Scrutiny by the Children Education and Families PDS Committee on 9th July 2019

Date: **10 July 2019**

Decision Type: Non-Urgent Executive Key

Title: **AUTHORISATION FOR EXEMPTION TO AWARD A FURTHER INTERIM CONTRACT FOR COMMUNITY WELLBEING SERVICE FOR CHILDREN AND YOUNG PEOPLE AND FUTURE PROCUREMENT OPTIONS**

Contact Officer: Dan Manns, Integrated Strategic Commissioner
Tel: 020 8313 4618 E-mail: daniel.manns@bromley.gov.uk

Chief Officer: Janet Bailey, Interim Director of Social Care, Education, Care and Health Services
E-mail: Janet.Bailey@Bromley.gov.uk

Ward: **ALL**

1. REASON FOR REPORT

- 1.1 The contract for the Children and Young People's Mental Health and Wellbeing Service has been held by Bromley Y since 1st December 2014 following a competitive tender process for a three year contract with the option to extend for a further two years. The two year extension option was applied. On 16 January 2019 Executive approval was granted to extend the contract term further, via an exemption, from 1 December 2019 to 31 May 2020.
- 1.2 This contract, held by the Council, works alongside the local clinical and community mental health services for children and young people commissioned and procured by NHS Bromley CCG (BCCG), delivered primarily by NHS Oxleas but also by Bromley Y. The services commissioned by the Council and BCCG provide a pathway for children and young people's mental health support in the borough.
- 1.3 On 7 January 2019, the NHS long-term plan (NHS LTP) was published, setting out key ambitions for the NHS over the next 10 years. Among the policy directives revealed in the LTP are: the intention for partnerships of commissioners and providers to lead Integrated Care Partnerships (ICPs) and a reduced necessity for market testing and competitive procurement in favour of collaborative work such as alliances and other partnerships.
- 1.4 In light of these significant changes in national policy, BCCG have confirmed to the London Borough of Bromley (LBB) that there will no longer be circumstances in the near term in which they would wish to re-procure the NHS Oxleas contract, including the Children and Adolescent Mental Health service (CAMHs).

- 1.5 This report therefore sets out the proposed joint response to this change in policy landscape in relation to the plan, proposed in the 16 January 2019 Executive report, to jointly commission a new service that incorporates both the community wellbeing and specialist clinical CAMHS services currently commissioned in Bromley.

2. RECOMMENDATION(S)

- 2.1 That members agree the award of a further short term contract to Bromley Y, via an exemption to competitive tendering, for ten months from 1 June 2020 to 31 March 2021. This will ensure sufficient time for a successful tender process and adequate time for the production of a new service specification, while maintaining continuity of service and support to vulnerable young people. It will also avoid the disruption of the NHS England funded Trailblazer which is currently due to finish in March 2021.
- 2.2 That members agree the proposal for proceeding to procurement of an integrated Children and Young People's Mental Health and Wellbeing Service (Tier 1 & 2 only) with an initial contract term of five years, with two options to extend for two periods of up to two years each, making a total potential contract term of nine years. The contract will be procured with funding from both BCCG and LBB. For more details of this proposed procurement, please see sections 4, 6 and 8 of this report. It is further proposed that a Gateway 2 report to seek approval to award a contract to the successful bidder will be brought before members in 2020.
- 2.3 That members note that BCCG have given a commitment to provide resources to support the procurement and contract management of the Children and Young People's Mental Health and Wellbeing Service, as well as the transfer of core costs and NHS England Trailblazer funds to LBB in a joint funding agreement in accordance with Section 75 of the NHS Act 2006.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Stability of good quality service provision for children and young people whilst a procurement is undertaken

Corporate Policy

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

Financial

1. Cost of proposal: Estimated Cost is detailed in the Part 2 report.
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: 834130
 4. Total current budget for this head: is detailed in the Part 2 report.
 5. Source of funding: Core Costs
-

Staff

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

Legal

1. Legal Requirement: <please select>
 2. Call-in: <please select>
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 The Bromley Community Mental Health and Wellbeing Service for Children and Young People (Community Wellbeing Service) was established in 2014, successfully creating a single point of access for Children and Adolescent Mental Health Services (CAMHS) in Bromley.
- 3.2 The service works alongside the local clinical mental health services for children and young people commissioned by BCCG and delivered by NHS Oxleas.
- 3.3 BCCG also commission Children's Community Mental Health and Wellbeing Services from Bromley Y.
- 3.4 The core part of the BCCG contract with Bromley Y for services terminates on 31 March 2020. The remaining funding, secured via a successful joint funding bid to NHS England for the Children's Mental Health 'Trailblazer', terminates on 31 March 2021.
- 3.5 A request for a one year extension of the BCCG core contract with Bromley Y, which currently terminates on 31st March 2020 will be made via the BCCG Clinical Executive board in order to ensure that both the LBB and BCCG core contract end dates are coterminous.
- 3.6 LBB provide approximately 30% of the current funding for the Children's Mental Health and Wellbeing Service from Bromley Y (Tiers 1-2). This represents around 9% of the total spend on Children's Mental Health Services, including Bromley Y and NHS Oxleas, (Tiers 1-3) in Bromley.

4. SUMMARY OF THE BUSINESS CASE

- 4.1 A 2012 joint review of Tier 2 and 3 CAMHs undertaken by LBB and BCCG, found that preventative and early intervention services needed to be strengthened to ensure that support was provided as early as possible to prevent the need for more specialist (and therefore more costly) services. This conclusion led to the joint creation of the Community Wellbeing Service (Tier 2), which provides a single point of access for CYP to access CAMHS services in Bromley, offering time limited interventions and support provided by Bromley Y.
- 4.2 The original contract for this service was extended, via the utilisation of the existing extension clause within it, for a period of two years from 1 December 2017 to 30 November 2019. As mentioned in section 1.1 above, approval for a further interim contract was agreed until 31st May 2020 as there were no further extension clauses in the original contract.
- 4.3 The high level change of policy unveiled in the NHS LTP (January 2019) has prompted the need to jointly revise the commissioning strategy for this service, in light of BCCG's confirmation that they no longer wish to re-procure the Tier 3 and 4 CAMHS service current provided by NHS Oxleas.
- 4.4 It is proposed that rather than procuring both the community (Tier 1 and 2) and clinical (Tier 3 and 4) CAMHS services jointly as an integrated service (as previously proposed) that instead, a joint procurement for a new Children and Young People's Mental Health and Wellbeing Service should be undertaken.
- 4.5 It is further proposed that this procurement should be led by LBB Commissioners. However, BCCG has proposed that the funding with which it previously commissioned a service from Bromley Y should be transferred to LBB in a section 75 agreement. It is also proposed that a commissioning staff resource (for one year, fixed term) will be provided by BCCG to support the procurement and the subsequent contract management of the new service.
- 4.6 In order to allow sufficient time for a successful procurement to be undertaken, it is proposed that a second interim contract for ten months be awarded to Bromley Y to in order to ensure

the continuity of the service while the tender is undertaken and to avoid disruption to the NHS England funded Trailblazer.

- 4.7 It is important to note that a significant proportion of the current funding is derived from the NHS England Trailblazer pilot for increased access to Mental Health support in school, which currently terminates on 31st March 2021. It is not yet known whether NHS England will be minded to continue funding this project after this initial termination date.
- 4.8 A recurrence of the current BCCG funding for Bromley Y (excluding the NHS England funded Trailblazer), which terminates on 31st March 2020 will be requested via the BCCG Clinical Executive board,

5. SERVICE PROFILE/DATA ANALYSIS

- 5.1 Bromley Y continue to deliver a high quality service for Children and Young people in Bromley which is responsive to changing and emerging needs.
- 5.2 In 2018-19 the service's output in terms of assessment and the delivery of therapeutic interventions has grown considerably and outcomes remain good.
- 5.3 For the second year running Bromley has exceeded the central government's target for Children and Young Peoples access to Mental Health support. The target increased to 32% in 2018/19 and has again been exceeded, this time significantly with a figure of 44.6%
- 5.4 See Appendix 1 for a more detailed analysis of the service in 2018-19.

6 OPTIONS APPRAISAL

6.1 Interim Six month Contract with Current Provider:

- 6.1.1 **Option 1: Agree a second LBB Interim Contract with Bromley Y:** from 1st June 2020 to 30 November 2020. This will enable the seamless continuation of this service during the preparation for the tender for the Children and Young People's Mental Health and Wellbeing Service and ensure that it remains in alignment with the BCCG contract with Bromley Y. **This is the recommended option.**
- 6.1.2 **Option 2: Procure a Provider for a Longer Term Contract:** Commencing 1st June 2020 onwards. This is unlikely to be an effective option as it will mean that any future community wellbeing service will not be aligned with the BCCG contract for Bromley Y. This will also impact on the ability to joint commission services for this cohort.
- 6.1.3 **Option 3: Procure a Provider for a Six Month Contract:** from 1st June 2020 to 30 November 2020. There is unlikely to be any market appetite for a contract of this length and potentially having a new provider for the community wellbeing service would cause disruption to existing service users and partner agencies.

6.2 Integrated Children and Young People's Mental Health and Wellbeing Service:

- 6.2.1 **Option 1:** LBB procurement of LBB-only children and young people's wellbeing services contract. **This option is not recommended.**
- 6.2.2 **Option 2:** LBB led procurement of a joint (LBB/BCCG) funded Bromley Children and Young people's Mental wellbeing service. **This is the recommended option.**
- 6.2.3 **Option3:** Section 75 transfer of LBB funds to BCCG for leadership of joint service. **This option is not recommended.**

6.2.4 Please see table of advantages, disadvantages, risks, risk level and potential mitigation below.

Option	Advantage	Disadvantage	Risk	Risk (L,M,H)	Potential Mitigation
6.2.1 LBB procurement of LBB-only children and young people's wellbeing services	<ul style="list-style-type: none"> This option would provide some clarity for the Council and CCG in terms of which organisation is commissioning which service, outside of an integrated approach. 	<ul style="list-style-type: none"> This would represent a 180° U-turn from the integrationist policy stated in the January 2019 Exec Report and would fragment the current service Long-standing local VCS org at risk of closure if their tender application is unsuccessful 	<ul style="list-style-type: none"> Provider will become financially inviable as a result of unsuccessful tender application Cessation/ reduction of integrated work with Oxleas 	<ul style="list-style-type: none"> High Medium 	<ul style="list-style-type: none"> Change of policy due to impact of NHS Changes Compliance with PCR 2015 Change of policy due to impact of NHS Changes
6.2.2 LBB-led procurement of total Bromley children and young people's wellbeing service	<ul style="list-style-type: none"> LBB would gain control of the procurement with the benefit of CCG funds as part of the overall potential award BCCG would provide staff resource to undertake procurement This would maintain the integrated approach between BCCG and LBB 	<ul style="list-style-type: none"> This would risk the future of long-standing local VCS org Questionable for junior partner to lead provision <p>Risk of losing VCS focus as tender would be open to any qualified org</p>	<ul style="list-style-type: none"> Provider will become financially inviable as a result of unsuccessful tender application 	<ul style="list-style-type: none"> High 	<ul style="list-style-type: none"> Continuity of Policy with previous fully integrated Tier 1 - 3 proposed procurement Change of policy due to impact of NHS Changes Compliance with PCR 2015
6.2.3 S75 Transfer of LBB funds to CCG	<ul style="list-style-type: none"> Continuity and consistency of service for young people, families and practitioners using the service. Retention of: skill base; local knowledge, networks and contacts; five years of progress in development of cooperation and integration with Oxleas. Protection for long-standing 	<ul style="list-style-type: none"> May give rise to accusations of LBB circumnavigating CSOs / PCR 2015 Would need assurances from BCCG Senior Managers re continuity and due process at end point of LBB contract with Bromley Y – Legally Compliant Procurement process e.g. Single Supplier 	<ul style="list-style-type: none"> There may be legal challenge to process re probity and lack of competition 	<ul style="list-style-type: none"> Medium 	<ul style="list-style-type: none"> Pragmatism re protecting valuable VCS service, long-standing collaborative work, Trailblazer and very good fit with Development of ICS and One Bromley. Legal view from both LBB and BCCG will be sought Precedents for similar transactions in recent years e.g. Holly bank (almost identical amount of funds transferred

	local VCS org • Maintenance of joint approach as LBB funds would be transferred in S75 agreement – one year's notice for any funding changes • BCCG are bigger funding partner, therefore more logical for them to have leadership of contract • Additional Commissioning Support available and Commissioning continuity via Integrated Strategic Commissioner • Would entail savings to LBB as staff time for Contract management and monitoring would be transfer to BCCG.	Negotiation, Contract variation etc. • Potential Risk of Challenge from comparable providers			to BCCG in 2017) and Adult Mental Health Services
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6.3 PREFERRED OPTIONS

- 6.3.1 **Option 1** (6.1.1): Agree a second LBB Interim Contract with Bromley Y. This contract award is in accordance with Contract Procedure Rule 13: Exemptions to the Need for Competitive Procurement
- 6.3.2 **Option 2** (6.2.2): LBB-led procurement of joint Bromley children and young people's wellbeing service. This procurement would be compliant with the terms of the Public Contract Regulations 2015.

6.4 MARKET CONSIDERATIONS

- 6.4.1 There are a number of potential alternative providers in the market at local, regional and national level.
- 6.4.2 In the previous tender for this service in 2014 two bids were received from two providers: Bromley Y and NHS Oxleas.
- 6.4.3 The tender will be open to all suitably qualified commercial organisations.

7. STAKEHOLDER ENGAGEMENT

- 7.1 Extensive co-production work was undertaken in preparation for the previously proposed joint integrated Children's Mental Health and Wellbeing/CAMHs service.
- 7.2 Further co-production will be undertaken in late 2019 and early 2020 to ensure that the tender documents and service specification will meet the needs of the cohort which it will serve.

8. PROCUREMENT AND PROJECT TIMESCALES AND GOVERNANCE ARRANGEMENTS

- 8.1 **Estimated Contract Value** – The value of the service to be procured is detailed in Part 2 of this report.
- 8.2 The value of the proposed interim contract for a period of ten months is detailed in Part 2 of this report.

Other Associated Costs – N/A

- 8.3 **Proposed Contract Period** – The proposed initial term for the contract to be procured is five years with two options to extend for two periods of up to two years each making a total potential contract term of nine years. The market is relatively restricted for this type of provision, so a longer than average contract period is proposed in light of this. Additionally this length of contract is in line with standard Health contracts and those suggested by Section 31 of the Mental Health Act.
- 8.4 The proposed interim contract period will be ten months from 1st June 2020 to 31 March 2021.

Project Timescales

Objective	By Whom	Date Completed
Completion of LBB & BCCG Governance Processes	LBB/CCG Commissioners	July 2019
Contract Model Options Appraisal	LBB/CCG Commissioners	October 2019
Draft Tender Documents produced	LBB/CCG Procurement/ Commissioners/ Service Leads	December 2019
Contract, Service and Delivery Model, Tender Plan & Documents Co-Produced.	LBB/CCG Commissioners Procurement, Legal, Finance / Service Leads/YP/Providers/BPV	March 2020
One Year's Notice Given to Bromley Y	LBB/CCG Commissioners	March 2020
Tender Go Live	LBB/CCG Commissioners/ Procurement	May 2020
Tender Processes Complete	LBB/CCG Commissioners/ Procurement/ Service Lead	July 2020
GW2 Tender Award Agreed	Executive Committee & Clinical Exec	October 2020
Contract Award	LBB/CCG Commissioners/ Procurement	December 2020
Contract Mobilisation Start	LBB/CCG	January 2021

	Commissioners/Providers	
Contract Mobilisation Completion	LBB/CCG Commissioners/Providers	March 2021
New Service Live	Successful Providers	1 st April 2021

9. SUSTAINABILITY AND IMPACT ASSESSMENTS

- 9.1 Our childhood has a profound effect on our adult lives. Many mental health conditions in adulthood show their first signs in childhood and, if left untreated, can develop into conditions which need regular care. Recent figures show that 1 in 8 young people under the age of 19 in the UK have a mental health disorder.
- 9.2 Over half of mental health problems in adult life (excluding dementia) start by the age of 14 and seventy-five per cent by age 18. Although mental health issues are relatively common (one in four people experience mental health issues), it is often the case that children and young people don't get the help they need as quickly as they should. As a result, mental health difficulties such as anxiety, low mood, depression, conduct disorders and eating disorders can stop some young people achieving what they want in life and making a full contribution to society.
- 9.3 This Service has increased our access to CYP who may be dealing with emotional wellbeing or mental health issues and Bromley is currently exceeding its target of the proportion of CYP who are able to access CAMHS assessment and treatment.
- 9.4 Advice on social, economic and environmental impact assessments will be sought as part of the service design process, and included in Gateway 1 report.

10. POLICY CONSIDERATIONS

10.1 National

- [Future in Mind \(2015\)](#) which sets out national priorities to transform CAMHS Services
- [The Five Year Forward View for Mental Health \(2016\)](#) which describes the government's ambition of creating a parity of esteem between mental and physical health for children, young people, adults and older people.
- [Transforming children and young people's mental health provision: a green paper \(Dec 2017\)](#) which sets out the ambition that children and young people who need help for their mental health are able to get it when they need it.
- [NHS Long Term Plan 2019](#) which sets out the vision for national, regional and local service development over the next decade.
- [Children Act 1989](#) places a duty on local authorities to safeguard and promote the welfare of children in their area who are in need by providing a range of services appropriate to need.
- [Children Act 2004](#) - duty to co-operate with relevant partners including NHS
- [Children & Families Act 2014](#) - Social, Emotional and Mental Health to be classed as SEND

10.2 Local

- Joint SEND Strategic Vision and Priorities
- LBB ECHS Business Plan
- LBB Children and Young Peoples Plan
- Local Area Transformation Plan (CAMHS)
- Bromley CCG Operating Plan

11. IT AND GDPR CONSIDERATIONS

- 11.1 The Community Wellbeing Service currently acts as a single point of referral for all CAMHS referrals in Bromley. All documentation and processes were reviewed and amended (where required) when GDPR regulations were introduced. There will be a similar approach within the new service.

12. PROCUREMENT RULES

- 12.1 This report seeks to award an interim contract via exemption from tendering to Bromley Y for a period from 1 June 2020 to 31 March 2021 for the LBB element of the contract. This is further to a contract awarded by exemption from 1 December 2019 to 31 May 2020.
- 12.2 This action is permissible under the general waiver power of the Council (CPR 3.1). The Council's specific requirements for authorising an exemption are covered in CPR 13 with the need to obtain the Approval of the Executive for a contract of this value.
- 12.3 Further to this, this report seeks to proceed to procurement on a joint procurement with the CCG leg by LBB, for the future provision of community wellbeing service for children and young people. A contract duration of 5 years with two options to extend for two years is proposed. A restricted process will be used.
- 12.4 Health, social and related services are covered by Schedule 3 of the Public Contracts Regulations 2015, and thus any tender would be subject to the application of the "Light Touch" regime (LTR) under those regulations. Authorities have the flexibility to use any process or procedure they choose to run the procurement, as long as it respects the following obligations:
- i) The tender must be advertised in OJEU and on Contracts Finder.
 - ii) The relevant contract award notices must subsequently be published.
 - iii) The procurement must comply with EU Treaty principles of transparency and equal treatment.
 - iv) The procurement must conform with the information provided in the OJEU advert regarding any conditions for participation; time limits for contacting/responding to the authority; and the award procedure to be applied.
 - v) Time limits imposed, such as for responding to adverts and tenders, must be reasonable and proportionate. There are no stipulated minimum time periods in the LTR rules, so contracting authorities should use their discretion and judgement on a case by case basis.
- 12.5 In compliance with the Council's Contract Procedure Rules (Rule 3.6.1), this procurement must be carried out using the Council's e-procurement system.
- 12.6 The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

13. FINANCIAL CONSIDERATIONS

- 13.1 The first recommendation is to extend the existing Council contract for ten months (to March 2021) to enable enough time for the new procurement arrangements to be made. There is sufficient funding in the Council budget for this.
- 13.2 The other recommendation is for the Council to lead on the procurement of a joint LBB/CCG CAMHS contract from April 2021. This will increase the contract value managed by LBB.
- 13.3 The CCG contribution will only be coming into LBB once the contract is jointly procured in April 2021. Up until this point the CCG have a separate arrangement and would fund their element themselves directly. This arrangement only includes core CCG funding and does not include anything being delivered from the Trailblazer Grant.
- 13.5 There are risks with being the lead partner in a joint procurement (see para 6.24) in terms of securing ongoing funding from the partner, managing the contract during the contract period, and dealing with any liabilities surrounding the contract. LBB as the lead commissioner would have to manage this risk if this occurred.
- 13.6 Agreements will have to be made with the CCG regarding any over/underspends that may occur in the contract and with contract management arrangements. These should be dealt with in the Section 75 arrangements where suitable notice of any funding changes could be given, which would give time for the contract to be amended accordingly.

14. PERSONNEL CONSIDERATIONS

- 14.1 N/A

15. LEGAL CONSIDERATIONS

- 15.1 This report seeks to award a interim contract to Bromley Y for a period from 1 June 2020 to 31st March 2021 as detailed in para 4.6 for the Councils element of the contract. This will be the second interim contract awarded in this manner for this service to Bromley Y.
- 15.2 As detailed in Section 12. This is permissible under the general waiver power of the Council (CPR 3.1). The Council's specific requirements for authorising an exemption are covered in CPR 13 with the need to obtain the Approval of the Executive for a contract of this value.
- 15.3 In addition, this report seeks to proceed to procurement for the future provision of community wellbeing services for children and young people. This is proposed to be a joint procurement with CCG and led by the Council for a 5 year contract with options to extend for a further 2 years plus 2 years making a total of 9 years as detailed in the report.
- 15.4 Health, social and related services are covered by Schedule 3 of the Public Contracts Regulations 2015, "Light Touch" regime (LTR). Authorities have the flexibility to use any process or procedure they choose to run the procurement but it must comply with the requirements as detailed in section 12 above. A suitable procurement process, which complies with the Public Contract Regulations 2015, such as the restricted procedure, should be used.

- 15.5 The procurement process must also be carried out In compliance with the Council's Contract Procedure Rules (Rule 3.6.1)
- 15 .6 The input of the Legal Services Contracts should be requested to ensure suitable contract documents etc is in place together with any other agreements such as identified in section 4 EG s75 agreement.

Appendix 1

16 Bromley Y Service Data 2018-19

- 16.1 In 2018/19 The Community Wellbeing service received 2,592 referrals in 2018/19 (a 3.6% decrease against the previous year) and delivered therapies to 2,013 CYP (a 25% increase on the previous year). There was also a marked increase in the number of CYP attending assessment. This rose from 1,090 in 2017/18 to 1,401 in 2018/19 (an increase of 22.2%).
- 16.2 The number of onward referrals from the service, before or after assessment, has dropped dramatically by 172 from 462 in 2017/18 to 290 in 2018/19, a reduction of 37.23%. This suggests that the service is becoming ever more successful at absorbing referrals and preventing escalation to tier 3 and 4 CAMHs services.
- 16.3 The majority of referrals to the service in 2018/19 continue to be for 11-15 year olds (48.8%) which exceeds both 2017/18 (45.6%) and 2016/17 (43.8%). Other age groups have seen a slight reduction against the previous year. This suggests that the service has been able to continue to meet the growing needs of the key age group for potential mental health problems. This age group includes some major life changes: the onset of adolescence, puberty, transition to secondary school and a number of other challenges which may result in mental health issues.

Age Group	No.	%
0-5	123	4.7%
6-10	717	27.7%
11-15	1,266	48.8%
16+	486	18.8%
Total	2,592	

Table 1: Breakdown of clients by age 2018-19

- 16.4 The key referral issues have been relatively consistent throughout the contract term and the top 10 in 2017/18 and 2018/19 were as seen below in Table 2. The past year has seen the biggest decline in 'Changes in Mood' (-17.2%), followed by 'Anxiety' (-12%), whilst the biggest increases have been in 'Panic Attacks' (19.7%) and 'Traumatic Experiences' (11.4%)

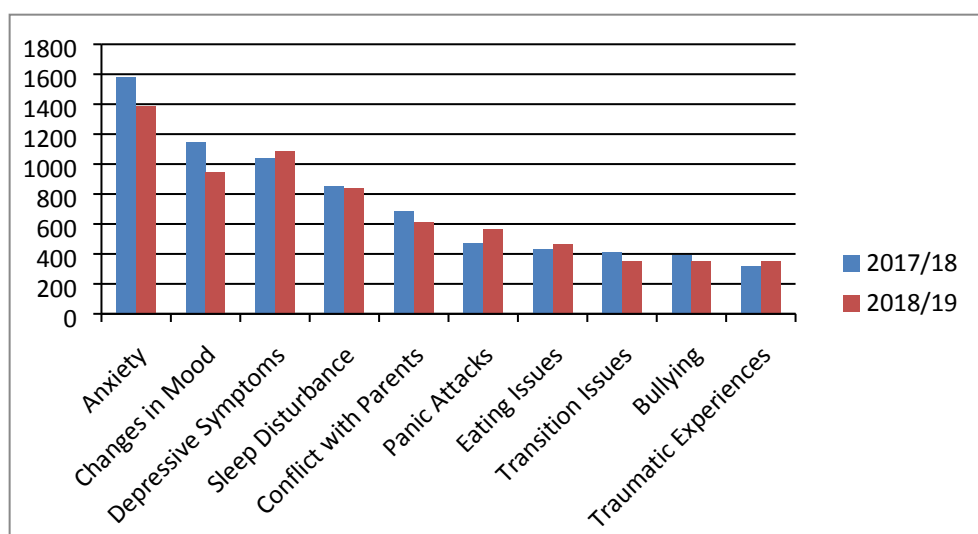


Table 2: Referral Issues 2017-18 and 2018-19

- 16.5 As part of central government's commitment to improving access to CYP mental health services (as outlined in Future In Mind and later documents), all local areas have been tasked to improve the proportion of CYP with mental health needs accessing assessment and treatment within these services. National targets have been set that increase year on year; rising to 35% by 2020/21. The national target in 2017/18 was that 30% of CYP with mental health needs access CYP mental health services. Bromley exceeded this target, achieving a figure of 30.8%. This was an excellent outcome which placed Bromley ahead of many other local areas. The target increased to 32% in 2018/19 and has again been exceeded, this time significantly with a figure of 44.6%. This again emphasises the valuable contribution that Bromley Y has made to mental health and wellbeing support for CYP in Bromley.
- 16.6 Outcomes for the service in 2017/18 included a reduction in waiting times from referral to assessment from 8 weeks to 4 weeks in comparison with the previous year. This reduced figure of 4 weeks has been sustained throughout 2018/19 and this level compares very favourably with Quality Network for Community CAMHS (QNCC) guidelines on waiting times. Waiting times remain close to QNCC desired standards. There has also been a significant increase in the number of young people accessing therapies whilst the number of unattended or cancelled assessments and treatments remains relatively low. A high degree of client satisfaction with the service (95%) has been maintained over 2018/19.

Report No.
ECHS19064

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: CHILDREN, EDUCATION AND FAMILIES PDS COMMITTEE

Date: Tuesday 9 July 2019

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

Title: YOS UPDATE

Contact Officer: Betty McDonald, Head of Youth Support and Youth Offending Services
Tel: 020 8466 3071 E-mail: Betty.McDonald@bromley.gov.uk

Chief Officer: Interim Director of Children's Social Care (ECHS)

Ward: (All Wards);

1. Reason for report

This report provides an update on the work and strategic priorities of the Youth Offending Service including progress achieved in reducing offending and highlights of the planned work for the year ahead.

The Youth Offending Service (YOS) is a statutory service created under the auspice of the Crime and Disorder Act 1998. The service works with young people aged 10-17 years old and provides assessments, intervention and support to children and young people who commit offences as well as support to their families and victims of crime.

2. **RECOMMENDATION(S)**

Members are invited to consider the contents of this report and work being done to address offending.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The service works with young people aged 10-17 years old and provides assessments, intervention and support to children and young people who commit offences as well as support to their families and victims of crime.
-

Corporate Policy

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

Financial

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

Personnel

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

Legal

1. Legal Requirement: Statutory Requirement:
 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:

2. Background

The work of the YOS is overseen by the YOS Partnership Board chaired by the interim Chief Executive Officer which brings together statutory partners and other representatives together to agree on the resources for delivering youth justice services in the London borough of Bromley as well as manage the performance of the service and the formulation of the youth justice annual plan and the operation of the service. The Board's function is to scrutinise YOS performance alongside that of the partners and develop actions for improvement where necessary.

The principal aim of the YOS is to prevent offending by children and young people aged 10 – 17 years involved in the criminal justice system. The Youth Justice Board oversees the youth justice system in England and Wales, with Board members being appointed by the Secretary of State for Justice.

The service is required to work within a comprehensive national standards framework which determines the nature and frequency of contact with children and young people. The YOS is responsible for the delivery and enforcement of court orders and the planning for release for those in custody as well as providing supervision once on release into the community. The YOS has a primary role to broker access to services such as education, health provisions both strategically and on behalf of individual young people.

All young people are assessed by the YOS using a national assessment tool known as AssetPlus. This is a structured assessment tool used by all Youth Offending Teams in England and Wales on all young people who come into contact with the youth justice system. It aims to look at the young person's offence and identify factors or circumstances which may have contributed to such behaviour. Interventions are then delivered to meet the needs and reduce the risk of further offending.

3. Governance

In 2018 the previous YOS Management Board was changed into a Youth Offending Service Partnership Board less focused on the oversight of a single service (YOS) and more on the activities of the Partners that impact upon young people's involvement with offending.

The work of Bromley YOS is managed strategically by a YOS Partnership Board and consists of senior representatives of statutory partner agencies, together with other relevant partners. The Board oversees the development of the Youth Justice Plan and delivering of youth justice services locally. The head of YOS provides quarterly reports to the Partnership Board against agreed performance targets and plans for improvement. The Board has recently shifted focus to oversee activities by partner agencies which contribute to the key national indicators for youth justice. This enables partners to coordinate and integrate the work done by partners and how it fits within their organisation.

In view of the change in chair of the Board as well as other national issues it was agreed that a facilitated session on the new HMIP framework and on inspection

readiness. One of the three "Domains" of the Inspection is on Organisational Delivery including governance and leadership. The YOS Partnership Board and particularly Chairs have key roles to play in either the single Inspection or Joint inspection. This Inspection form is very significantly different from previous HMIP inspections.

The session provided a key opportunity for the Chair to understand the role they will play, some tools were shared which may assist Board preparation for Inspection, and current issues for the Board in London.

4. Inspection

Her Majesty's Inspectorate of Probation (HMIP) is the body that inspect Youth Offending Services across England and Wales. They last inspected Bromley YOS in 2017 under the old framework and on that occasion the overall score were rated "Good." There were a number of findings and recommendations that formed an improvement action plan and was overseen by the YOS improvement Board chaired by the Director of Children's Social care reporting directly to the YOS Governance Board.

However this new approach is more stringent and challenging. Hence work is ongoing to improve partnership working and practice through management oversight, audit and quality assurance of the work of the service which we will continue to monitor through the various Boards within the Service.

YOS are working much more closely with Children's Social care and as part of the revised quality assurance process we will be involved in regular practice reviews, the will be included within the Practice Assurance Stocktake of casework using a partnership approach to the work. It is anticipated that having an independent overview of practice and the wider involvement in partner's contribution will enable the Service to really develop and enhance the work of the service.

5. Strategic priorities

As part of Bromley vision and values to which the YOS is part of:

By working together with agency partners, we will ensure that every child in Bromley has the right help at the right time to keep them safe, and to meet their needs, so that they can achieve, thrive and reach their potential. (Bromley, Roadmap to Excellence, 2019).

The YOS has national targets set by the YJB that will continue to be a focus of our work. Our headline strategic priorities over the coming years 2019-2021

- Improve the quality of practice to improve outcomes for all young people in the youth justice system.
- Improved partnership working and community engagement
- Reduce the level of disproportionality in the youth justice system locally

- Development of a service which is able to better meet the needs of older children and their families
- Reduce the level of Serious Youth Violence
- Improve outcomes for looked after children who offend
- Work to ensure the safety and well-being of children and young people to keep them safe from exploitation and out of custody.

There will have a clear focus on reducing offending and reoffending and maintaining strategic oversight of the delivery and performance of Bromley YOS.

6. Workforce development

Bromley YOS is staffed in accordance with the Crime and Disorder Act 1989, including having a 0.5FTE Probation Officer, an education worker, Police Officers and Social workers although they have varying terms of conditions in relation to their commitments to our service. We currently do not have a CAMHS worker seconded into the service although we have commissioned health provision that currently meets our needs. In addition we have a school nurse 2 days a week, substance misuse worker 2 days, Well-being practitioner 1 day per week. We have other staff employed directly by the local authority who work between one to five days per week delivering specialist interventions such as NEET worker, restorative justice worker, reparation worker, education welfare officer, YOS teacher and performance manager and business administrators and managers.

One of the developing strengths of the service is the multi-agency staff team and the varying expertise and skills they bring to the service. We have experienced recruitment issues and relied heavily on agency staff however this has shifted significantly. Stability and the appropriate skills mix has been an important element of our service make up so we continually keep challenging ourselves to keep abreast of changes as well as ensuring that the workforce is constantly developed to meet the needs and demands of the service we provide. (Appendix 1 YOS staffing structure chart).

In house we have a comprehensive training package via the Bromley Safeguarding Board training, learning and development training and the INSET training provided by the Youth Justice Board. All YOS staff will be trained in the Bromley relationship model as well as some specialist training for working with adolescents with complex presentations. We continue to have a very small contingent of agency staff and will be advertising these permanent positions shortly and anticipate this positions being filled.

YOS structure chart will be included as an appendix

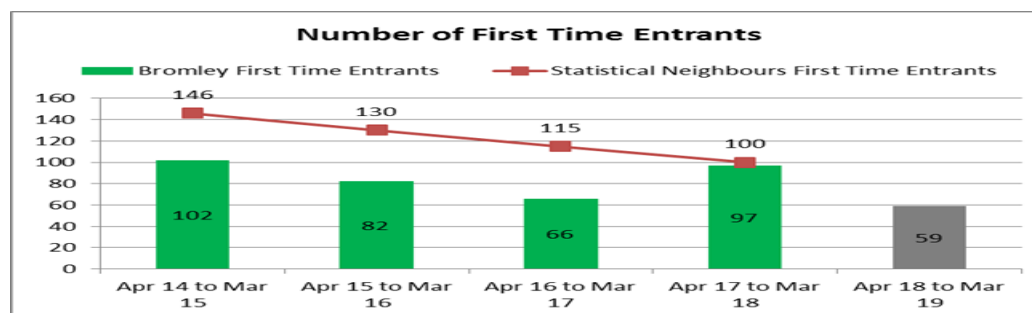
7. Performance

The 3 national performance indicators for youth justice:

1. Reduce first time entrants to the Youth Justice System
2. Reduce reoffending by young people
3. Reduce the number young people sentenced to custody.

In addition priorities are informed by local partnership arrangements, local performance, national inspection outcomes and funding agreement outcomes.

First time entrants to the youth justice system



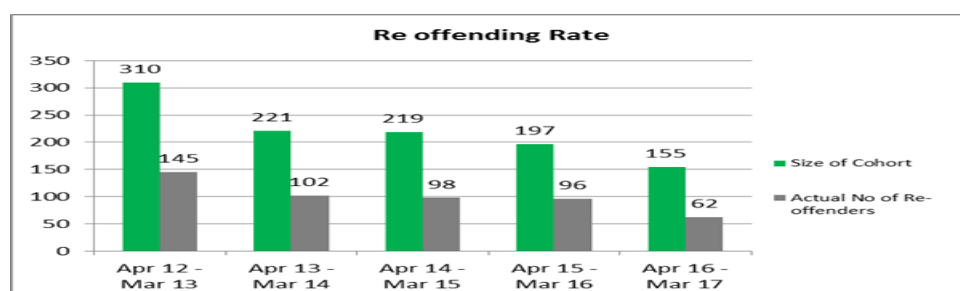
Bromley First time entrants rate

Over the years there have been sustained local reductions nationally and in relation to our statistical neighbours in the numbers of children and young people entering the youth justice system. However, locally we saw an increase in the rate of first time entrants (2016/17 and again in 2017/18) which exceeded the national and local picture. This appeared to be linked with local policing initiatives such as stop and search and with concerns regarding youth violence. In real terms this was an increase of 38 more young people (although this figure is yet to be formally ratified by the MoJ). The current picture for 2018/19 is our lowest reported reduction in first time entrants (FTE's) we have seen a 43% reduction since March 2015.

The reductions seen in Bromley have been significant and the percentage reduction decreases year on year has decelerated and may begin to plateau. However, this will continued to be monitored in line with the regular scrutiny of the performance data and acted on accordingly.

Policy and legislative changes have contributed to the reductions which have provided greater scope and opportunities for diverting young people who are involved in low level offending away from the criminal justice system through out of court disposals. This is further complimented by our partnership arrangement, with police and stronger working with the wider Children service's colleagues and the wider availability of Prevention support to children and families.

Reoffending of young people in the youth justice system



Bromley re-offending rate

Data in relation to reoffending is taken from the Police National Computer (PNC) and is available three quarters in arrears to allow for arrests to be processed through the courts and for the data to be analysed and published by the Ministry of Justice.

We had a 57% reduction in the actual numbers of young people involved in offending in the borough in recent years (145 young people in 2012/13 compared to 62 in 2016/17) with the support offered by the YOS. This supports both the local and national view that a reduction in first time entrants means that young people who move into and remain in the criminal justice system have more complex needs and are likely to be the most prolific in their offending behaviours.

Prior to January 2012 the LBB binary reoffending rates rose by 3.2% against increases of 11.3% and 2.4% for the London and national rates respectively.

One causal factor has been the introduction of Triage programmes for minor offences, which notably are excluded from measures of reoffending. To a lesser degree, the impact of Triage programmes can be seen in the gradual rise in both the London and National rates during this period.

The YJB has provided youth offending services with a tool kit and the current focus is on using a “live tracking” of reoffending to ensure a more responsive approach to confronting, challenging and preventing offending. The information available from the toolkit will be used to target those most at risk of reoffending.

The frequency of re-offending

This highlights that there is a small group of young people in the borough who commit quite a lot of offences and it remains a focus for us in delivering interventions to effect change in young people who are prolific and persistent in their offending. One young person was responsible for committing 12 offences in a year with other prolific offenders responsible for up to 4 offences each.. In the current cohort of repeat offenders there is 149 young people being tracked for a year with 19 have reoffended and committed 120 offences accounting for 81% of the re-offences. This cohort tends to be male aged 15-17 years involved in drug and violent offending. It is anticipated that the reflective practice sessions and guidance from clinical psychologist that staff will better develop the skills to work with some of the challenges that the children and young people present

Use of custody

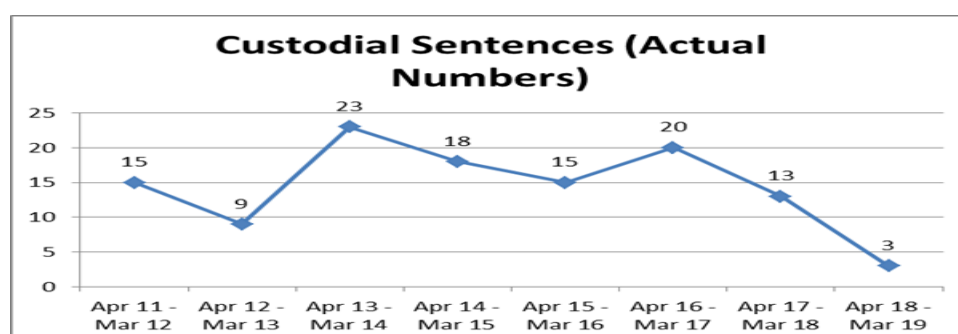


Table 1: Bromley custodial sentencing

The use of custody within LBB relates to reducing reoffending, protecting the public and safeguarding. The national data for young people sentenced to custody prior to January 2012 LBB custody rates were variable with 2013/14 reaching a peak of 23 custodial sentences. However, the downward trend continues from 2016/17 to 2018/19 where we have seen a high of 20 sentences to last fiscal year of 3 custodial sentences given. The trend is underpinned by our local courts confidence in the YOS to effectively manage young people. All of those young people in custody have committed serious offences and were sentenced at the Crown Court. Whilst custody is a last resort the seriousness of the offences leaves the court with no option other than custody. This is a volatile measure which can change on a daily basis.

The use of custody has reduced within Bromley the actual numbers of young people is small. The YOS provides a robust service to Bromley Youth court, with specialist staff working in the court on a rotational basis which includes Saturday and bank holiday cover. It is important that our services are able to support children and young people in a credible way to reduce risk.

8. Developments in Youth Justice in Bromley

Forensic CAMHS

The numbers of young people entering the youth justice system has fallen sharply over the last years; those who remain in the system have a range of complexities requiring significant levels of more specialist intervention and support from the YOS and other agencies too. In response to this we have a dedicated consultant psychologist in the YOS. This provision involves:

- Interventions to those with the most complex needs and highest risk offending behaviour.
- Consultation and guidance to YOS practitioners managing children and young people with complex needs and high risk
- Support and guidance on risk management to the YOS staffing
- Delivery of mental health training to YOS staff
- Delivery of training and guidance to CAMHs practitioners on forensic mental health and engagement with hard to reach communities.

This service is proving to be invaluable in ensuring that some of our most vulnerable children who otherwise would not ordinarily engage with mental health services get access and support that they need.

Liaison and Diversion

We now have in place a newly developed Liaison and Diversion scheme, the Diversion worker is funded by NHS England. The Liaison and Diversion services were established in YOS to improve the health and justice outcomes for children and young people who come into contact with the youth justice system where a range of complex needs are identified as factors in their offending behaviour.

The youth justice systems have not always catered well for people with mental health problems or learning disabilities. Nonetheless, many individuals only access relevant mental health and/or social care services when they enter the youth justice systems. Practical solutions are required to ease the transition across the interface between the youth justice systems and other health and social care sectors. Liaison and diversion schemes are a vital part of this process.

This is a process whereby children and young people with mental health problems, this includes: a learning disability, substance misuse problems and other vulnerabilities are identified and assessed as early as possible as they pass through the youth justice systems. Following screening and assessment, individuals are given access to appropriate services including, mental and physical health care, sometimes social care and/or substance misuse treatment. Information from liaison and diversion assessments is shared appropriately with relevant agencies so that informed decisions can be made on issues of diversion, charging, case management and sentencing. In some cases young people will still be charged but with additional information known about them, professionals and the court can be advised so the appropriate support is provided.

Diversion should be interpreted in its widest sense, referring to both diversions out of, and within, the youth justice systems.

This is a welcomed addition to the borough where children can get the support they need that is more likely to have a positive outcome for them and their well-being.

Speech and Language

Individuals with speech and language and communication (SLCN) needs have difficulty communicating with others. Early language difficulty is often a risk factor for other problems like literacy or educational failure. National research indicates that around 10% of the general population have speech and language communication needs. When compared with children and young people in the justice system this raises to around 60%. Children and young people who experience emotional and behavioural issues should be assessed for SLCN

As a part of our work we screen most of the young people for SLCN but the demand for this provision exceeded what could realistically be delivered. The previous resource was a half day a month. However, our health partners have acknowledged

the importance of this screening and have increased the service provision for children and young people in the justice system to 2 days per week. We are able to provide child friendly guidance in terms of our work with children and young people including letters in a child friendly way as well as other materials which we are constantly developing and utilising the information gleaned from SLCN screening.

Prevention support

We are now offering support to young people who are deemed as being “at risk of offending” usually those young people who are engaging in anti-social behaviour, coming to the attention of police or other professionals or families have concerns about their behaviour. This is designed to help them avoid getting into further trouble that could lead to them having a criminal record as this can seriously impact on their futures. Therefore we provide support that makes it easier for young people to achieve positive outcomes and make positive decisions by delivering a tailored support plan designed to keep young people on the right path away from offending.

The aim is to work with young people and their parents/carers on a voluntary basis.

Safeguarding

Safeguarding is a statutory duty as defined in the Children's Act 1989 and 2004 and the YOS adheres to this in its work and practice. We take reasonable steps to ensure that all children and young people are protected from harm when they are either perpetrators or victims of crime. Young people involved in offending are more likely to be victims of crime, neglect abuse and are vulnerable to a range of factors that can lead to offending and to them engaging in risky behaviours such as gang affiliation, substance use and sexual activity. These often lead to these young people being exploited, abused and at risk of violence; we work with these young people alongside other agencies in trying to reduce the risks they face and in keeping them safe.

The YOS participates in child protection conferences, multi-agency public protection arrangements (MAPPA), YOS instigated safety and well-being risk panel and the Missing, Exploitation, Gang Affiliation (MEGA) panel that tracks and manages children and young peoples' risk. All these meetings and others are designed to agree risk, devise and implement plan to reduce risks posed by the child or young people and share this where appropriate across the wider network.

10. Summary

Within the YOS we are focused on continually improving the quality of our practice to achieve better outcomes for children and young people, families and victims.

Report No.
ECHS19065

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: CHILDREN, EDUCATION AND FAMILIES PDS COMMITTEE

Date: 9th July 2019

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

Title: Contracts Register

Contact Officer: Claudette Rose, Interim head of Programme Delivery – Education, Care & Health Services. Email: Claudette.Rose@Bromley.gov.uk

Chief Officer: Ade Adetosoye, Interim Chief Executive

Ward: All Wards

1. Reason for report

- 1.1 This report presents an extract from March 2019 Contracts Register for detailed scrutiny by PDS Committee – all PDS committees will receive a similar report each contract reporting cycle, based on data as at 20th March 2019 and presented to Contracts Sub-Committee on 2nd April 2019.
- 1.2 The Contracts Register contained in 'Part 2' of this agenda includes a commentary on each contract to inform Members of any issues or developments.

2. RECOMMENDATIONS

That the Education, Children and Families Performance & Budget Monitoring Sub-Committee:

- 2.1 Reviews and comments on the Contracts Register as at 20th March 2019.
- 2.2 Note that in Part 2 of this agenda the Contracts Register contains additional, potentially commercially sensitive, information in its commentary.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The appended Contracts Register covers services which may be universal or targeted. Addressing the impact of service provision on vulnerable adults and children is a matter for the relevant procurement strategies, contracts award and monitoring reports, and service delivery rather than this report.
-

Corporate Policy

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

Financial

1. Cost of proposal: - N/A
 2. Ongoing costs: - N/A
 3. Budget head/performance centre: Education, Children and Families
 4. Total current budget for this head: Controlling Budget £50.403 Million
 5. Source of funding: Existing relevant budget 2018/19
-

Personnel

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

Legal

1. Legal Requirement: Statutory Requirement:
 2. Call-in: Not Applicable:
-

Procurement

1. Summary of Procurement Implications: Improves the Council's approach to contract management
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

Contracts Register Background

- 3.1 The Contracts Database is fully utilised by all Contract Managers across the Council as part of their Contract Management responsibilities, which includes the updating the information recorded on the database. The Register is generated from the Contracts Database which is administered by Commissioning & Procurement Directorate and populated by the relevant service managers (Contract Owners) and approved by their managers (Contract Approvers).
- 3.2 As a Commissioning Council, this information is vital to facilitate a full understanding of the Council's procurement activity and the Contracts Registers is a key tool used by Contract Managers as part of their daily contract responsibilities. The Contract Registers are reviewed by the Commissioning Board, Chief Officers, Corporate Leadership Team, and Contracts Sub-Committee as appropriate
- 3.3 The Contracts Register is produced four times a year for members– though the CDB itself is always 'live'.
- 3.4 Each PDS committee is expected to undertake detailed scrutiny of its contracts – including scrutinising suppliers – and hold the Portfolio Holder to account on service quality and procurement arrangements.

Contract Register Summary

- 3.5 The Council has 163 active contracts covering all portfolios as of 20th March 2019 for the April reporting cycle as set out in Appendix 1.

3.6

Education, Children and Families		
Item	Category	April 2019
Total Contracts	£50k+	36
Concern Flag	Concern Flag	0
Risk Index	Red	4
	Amber	10
	Yellow	13
	Green	9
Total		36
Procurement Status	Red	16
	Amber	5
	Yellow	6
	Green	8
	Imminent	1
Total		36

- 3.7 No Contracts have been flagged as a concern

4. IMPACT ON VULNERABLE ADULTS & CHILDREN

- 4.1 The Corporate Contracts Register covers all Council services: both those used universally by residents and those specifically directed towards vulnerable adults and children. Addressing the impact of service provision on the vulnerable is a matter for the relevant procurement strategies, contracts, and delivery of specific services rather than this summary register.

5. POLICY IMPLICATIONS

- 5.1 The Council's renewed ambition is set out in the 2016-18 update to [Building a Better Bromley](#) and the Contracts Database (and Contract Registers) help in delivering the aims (especially in delivering the 'Excellent Council' aim). For an 'Excellent Council', this activity specifically helps by 'ensuring good contract management to ensure value-for-money and quality services'.

6. PROCUREMENT IMPLICATIONS

- 6.1 Most of the Council's (£50k plus) procurement spend is now captured by the Contracts Database. The database will help in ensuring that procurement activity is undertaken in a timely manner, that Contract Procedure Rules are followed and that Members are able to scrutinise procurement activity in a regular and systematic manner.

7. FINANCIAL IMPLICATIONS

- 7.1 The Contracts Database and Contract Registers are not primarily financial tools – the Council has other systems and reports for this purpose such as the Budget Monitoring reports. However, the CDB and Registers do contain financial information both in terms of contract dates and values and also budgets and spend for the current year.

8. PERSONNEL IMPLICATIONS

- 8.1 There are no direct personnel implications but the Contracts Database is useful in identifying those officers directly involved in managing the Council's contracts.

9. LEGAL IMPLICATIONS

- 9.1 There are no direct legal implications but the Contracts Database does identify those contracts which have a statutory basis and also those laws which should be complied with in delivering the contracted services.
- 9.2 A list of the Council's active contracts may be found on Bromley.gov.uk to aid transparency (this data is updated after each Contracts Sub-Committee meeting).

Non-Applicable Sections:	None
Background Documents: (Access via Contact Officer)	<ul style="list-style-type: none">• Appendix 1 – Key Data (All Portfolios)• Appendix 2 - Contracts Database Background information• Appendix 3 – Contracts Database Extract PART 1 (March 2019)


Appendix 1 Key Data (All Portfolios)

Item	Category	April 2019
Contracts (>£200k TCV)	All Portfolios	163
Flagged as a concern	All Portfolios	8
Capital Contracts	All Portfolios	9
Portfolio	Adult Care and Health	70
	Education, Children and Families	23
	Environment and Community Services	18
	Public Protection and Safety	7
	Renewal and Recreation and Housing	9
	Resources Commissioning and Contract Management	36
Total		163
Risk Index	Red	11
	Amber	82
	Yellow	64
	Green	6
Total		163
Procurement Status	Red	59
Procurement Status	Amber	20
Procurement Status	Yellow	40
Procurement Status	Green	44
Total		163
Procurement Status	Imminent	3
Total		3

Appendix 2 - Contracts Register Key and Background Information

Contract Register Key

1.1 A key to understanding the Corporate Contracts Register is set out in the table below.

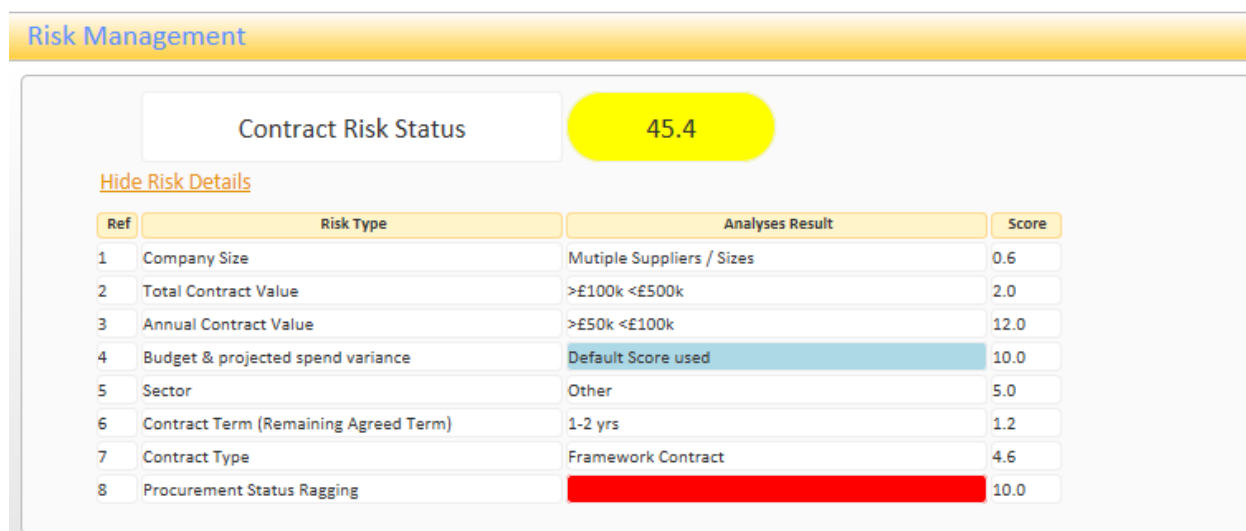
Register Category	Explanation
Risk Index	Colour-ranking system reflecting eight automatically scored and weighted criteria providing a score (out of 100) / colour reflecting the contract's intrinsic risk
Contract ID	Unique reference used in contract authorisations
Owner	Manager/commissioner with day-to-day budgetary / service provision responsibility
Approver	Contract Owner's manager, responsible for approving data quality
Contract Title	Commonly used or formal title of service / contract
Supplier	Main contractor or supplier responsible for service provision
Portfolio	Relevant Portfolio for receiving procurement strategy, contract award, contract monitoring and budget monitoring reports
Total Contract Value	The contract's value from commencement to expiry of formally approved period (excludes any extensions yet to be formally approved)
Original Annual Value	Value of the contract its first year (which may be difference from the annual value in subsequent years, due to start-up costs etc.)
Budget	Approved budget for the current financial year. May be blank due to: finances being reported against another contract; costs being grant-funded, complexity in the finance records e.g. capital (also applies to Projection)
Projection	Expected contract spend by the end of the current financial year
Procurement Status	Automatic ranking system based on contract value and proximity to expiry. This is designed to alert Contract Owners to take procurement action in a timely manner. Red ragging simply means the contract is nearing expiry and is not an implied criticism (indeed, all contracts will ultimately be ragged 'red').
Start & End Dates	Approved contract start date and end date (excluding any extension which has yet to be authorised)
Months duration	Contract term in months
Attention 	Red flag indicates that there are potential issues, or that the timescales are tight and it requires close monitoring. (also see C&P Commentary in Part 2)
Commentary	Contract Owners provide a comment – especially where the Risk Index or Procurement Status is ragged red or amber. Commissioning & Procurement Directorate may add an additional comment for Members' consideration <i>The Commentary only appears in the 'Part 2' Contracts Register</i>
Capital	Most of the Council's contracts are revenue-funded. Capital-funded contracts are separately identified (and listed at the foot of the Contracts Register) because different reporting / accounting rules apply

Contract Register Order

1.2 The Contracts Register is output in Risk Index order. It is then ordered by Procurement Status, Portfolio, and finally Contract Value. Capital contracts appear at the foot of the Register and 'contracts of concern' (to Commissioning & Procurement Directorate) are flagged at the top.

Risk Index

- 1.3 The Risk Index is designed to focus attention on contracts presenting the most significant risks to the Council. Risk needs to be controlled to an acceptable level (our risk appetite) rather than entirely eliminated and so the issue is how best to assess and mitigate contract risk. Contract risk is assessed (in the CDB) according to eight separate factors and scored and weighted to produce a Risk Index figure (out of 100). These scores are ragged to provide a visual reference.



Procurement Status

- 1.4 A contract's Procurement Status is a combination of the Total Contract Value (X axis) and number of months to expiry (Y axis). The table below is used to assign a ragging colour. Contracts ragged red, amber or yellow require action – which should be set out in the Commentary. Red ragging simply means the contract is nearing expiry and it is not an implied criticism (indeed, all contracts will ultimately be ragged 'red').

Procurement / Commissioning Status					
Period	3 months				
	6 months				
	9 months				
	12 months				
	18 months				
	£5k - £50k	£50k - £100k	£100k - £173k	£173k - £500k	>£500k
Total Contract Value					

- Requires an agreed plan
- Develop / test options
- Consider options
- No action required

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Contract Register Report - £50k Portfolio Filtered - Education, Children and Families - April 2019

	Main Contract Data						Finance Data					Contract Terms				
Risk Index	Contract ID	Owner	Approver	Contract Title	Supplier Name	Portfolio	Total Value	Original Annual Value	Budget	Projection	Proc. Status	Start Date	End Date	Months Duration	Attention	Capital
●	16	Debi Christie	Jared Nehra	Education - Framework for Passenger Transport Services - Lot 1 - SEN and Non-SEN Children Transport Services	Multiple Suppliers	Education, Children and Families	19,555,000	3,911,000			■	01/09/2015	31/08/2020	60		
●	3684	Debi Christie	Jared Nehra	Parallel Framework for Passenger Transport Services (SEN and Non-SEN Children & Vulnerable persons Transport Services)	Various	Education, Children and Families	19,555,000	3,911,000			■	01/09/2017	31/08/2020	36		
●	190	Sandra Walters	Jared Nehra	Education - Provision of Full Time Education for Permanently Excluded Pupils and Pupils at Risk of Permanent Exclusion	Bromley Educational Trust	Education, Children and Families	8,293,000	1,485,000			■	01/09/2015	31/08/2020	60		
●	317	Debi Christie	Jared Nehra	Education - Top-Up Funding for Burwood Special School Places (Substantive Contract)	Bromley Educational Trust	Education, Children and Families	3,175,500	1,058,500			■	01/09/2016	31/08/2019	36		
●	4835	Debi Christie	Jared Nehra	Further Education for SEND Placements	Multiple Colleges (SEN)	Education, Children and Families	2,677,788	2,677,788			■	01/08/2018	31/07/2019	11		
●	1464	Daniel Manns	Kelly Sylvester	Health - Community Wellbeing Service For Children And Young People	Bromley Y	Education, Children and Families	2,467,636	448,661			■	01/12/2014	31/05/2020	66		
●	276	Shakeela Shourie	Charles Obazuaye	Step Up To Social Work (Provision of PG Diploma in Social Work to Royal Holloway University)	Royal Holloway, University of London	Education, Children and Families	552,674	153,972			■	29/06/2015	29/04/2019	46		
●	2603	Rachel Dunley	Janet Bailey	Domestic Violence and VAWG Service	Bromley and Croydon Women's Aid	Education, Children and Families	516,000	158,000			■	01/06/2017	31/03/2020	34		
●	3741	Sandra Walters	Jared Nehra	Education - Health Needs Child Specific Funding in Schools 2018/19	Multiple Mainstream Schools and Academies	Education, Children and Families	214,950	214,950	214,950	214,950	■	01/04/2018	31/03/2019	11		
●	343	Rachel Dunley	Janet Bailey	Children's Cleaning Service for Children & Family Centres & Nurseries	Lodestar Cleaning Contracts Ltd	Education, Children and Families	203,839	60,820	68,280	77,118	■	01/08/2016	31/07/2019	36		
●	3742	Sandra Walters	Jared Nehra	Education - Inclusion Support (SIPS) to Multiple Pre-schools and Nursery Settings 2018/19	Multiple Pre-schools and Maintained Nurseries	Education, Children and Families	225,700	225,700	321,240	321,240	■	01/04/2018	31/03/2019	11		
●	125	Lydia Bennett	Janet Bailey	Children's - Family Group Conference	Daybreak Family Group Conferences	Education, Children and Families	224,901	74,967			■	01/04/2016	31/03/2019	36		
●	1439	Marie Webber	Andrea Butcher	ICT - Capita ONE Integrated Management Information System	Capita Business Services Ltd	Education, Children and Families	376,202	123,202			■	01/04/2017	31/03/2020	36		
●	3690	Maya Vadgama	Debi Christie	Travel Training Contract	Bexley Accessible Transport Scheme (BATS)	Education, Children and Families	327,000	105,000			■	01/09/2017	31/08/2020	36		
●	3792	Janet Bailey	Gillian Palmer	Family Drug And Alcohol Court	London Borough of Merton	Education, Children and Families	304,750	160,000			■	01/04/2018	31/03/2020	24		
●	4844	Mark Smith	David Dare	Provision of Individual Support for Short Breaks For Disabled Children and YP and their families	Bromley Mencap	Education, Children and Families	62,920	62,920			■	01/10/2018	30/09/2019	11		
●	3701	Mark Smith	David Dare	The Provision of Holiday and Saturday Group Based Short Break Service For Disabled Children and Young People	Riverside School	Education, Children and Families	576,639	192,213			■	01/04/2018	31/03/2021	36		
●	3729	Stephen John	Gillian Palmer	Healthwatch Bromley	Your Voice in Health and Social Care	Education, Children and Families	158,362	80,181	80,180	80,180	■	01/04/2018	31/03/2020	24		
●	1465	Stephanie Withers	Jared Nehra	IT Network - IT Support and Supplies to Specialist Support and Disability Service	Structured Network Solutions UK Ltd	Education, Children and Families	66,027	22,009	22,000	22,000	■	01/02/2017	31/01/2020	36		
●	179	Doreen Pendergast	Jared Nehra	Education - Co-ordination of admissions between 32 London boroughs	London Grid For Learning Trust	Education, Children and Families	112,000	14,000			■	01/04/2004	31/03/2020	192		
●	315	Debi Christie	Jared Nehra	Education - Family Support Services for CYP with Social and Communication Needs	Bromley Mencap	Education, Children and Families	106,429	26,477			■	08/07/2016	07/07/2020	48		
●	312	Aneesa Kaprie	Janet Bailey	Children's - Independent Visitor Service for Children Looked After	Asphaleia Ltd	Education, Children and Families	105,740	26,435			■	01/08/2016	31/07/2020	48		
●	4826	Stephan Ohrmann	Stephen John	Learning Disability Supported Living Schemes	Southside Partnership, part of certitude Support	Education, Children and Families	2,616,760	523,352			■	03/09/2018	02/09/2023	60		
●	3760	Rachel Dunley	Janet Bailey	Skills Acquisition: Skills Development (Academy Training Ltd)	Academy Training and Consultancy Ltd	Education, Children and Families	51,792	28,632	28,632	28,632	■	16/04/2018	31/03/2020	23		

●	3826	Beverley Brown	Florah Shiringo	CSE Support Service	Asphaleia Ltd	Education, Children and Families	155,000	55,000			■	01/12/2018	30/11/2021	36		
●	3712	Linda King	Betty McDonald	Post 16 Learner Tracker	Royal Borough of Kingston upon Thames	Education, Children and Families	126,000	42,000			■	01/04/2018	31/03/2021	36		
●	4849	Mary Nash	Kerry Davies	Bromley Safeguarding Children's Board (BSCB) Multi Agency Training Programme 2018-2021	Various	Education, Children and Families	90,000	30,000			■	01/10/2018	31/03/2021	30		
●	339	Betty McDonald	Janet Bailey	Education - Youth Offending Information System Annual Maintenance	CACI Ltd	Education, Children and Families	80,322	11,343			■	01/04/2013	31/03/2020	84		
●	316	Debi Christie	Jared Nehra	ICT - Dynamic Purchasing System for SEN Placements	London Borough of Croydon	Education, Children and Families	60,000	15,000			■	01/08/2016	31/07/2020	48		
●	3786	Charlotte Beddoe	Carol Arnfield	Adult Education MIS	West March Systems Ltd	Education, Children and Families	58,270	21,490	29,000	21,490	■	05/11/2018	04/11/2021	36		
●	4854	Philip White	Lydia Bennett	** Now Live ** Family Group Conferencing Service	Daybreak Family Group Conferences	Education, Children and Families	450,000	90,000			Imminent	01/04/2019	31/03/2024	60		
●	3803	Robert Bollen	Jared Nehra	Contract for Zone 1 - 4 Extension Bishop Justus School	Walker Construction LTD	Education, Children and Families	3,698,415	3,698,415			■	25/07/2018	16/08/2019	12		Capital
●	4845	Robert Bollen	Jared Nehra	** Now Live ** Works at Oaklands Primary School (Phase 1)	Walker Construction LTD	Education, Children and Families	1,919,739	1,919,739			■	14/01/2019	01/08/2019	6		Capital
●	3804	Robert Bollen	Jared Nehra	Phase 2: The Pioneer Academy - Stewart Fleming Primary School	Lakehouse Construction Ltd	Education, Children and Families	5,281,000	528,000			■	02/07/2018	13/12/2020	29		Capital
●	2606	Robert Bollen	Jared Nehra	Capital Works at Leeson's Primary School	The McAvoy Group Ltd	Education, Children and Families	3,599,139	2,132,000			■	01/07/2017	30/06/2019	24		Capital
●	145	Robert Bollen	Jared Nehra	Education - Construction of Modular Accommodation at Malcolm, Midfield, Scotts Park and Worsley Bridge Primary Schools	Built Offsite Ltd	Education, Children and Families	557,700	370,500			■	01/05/2015	01/09/2019	52		Capital

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