
Decision Maker: Children, Education and Families PDS Committee

Date: Tuesday 9th November 2021

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

Title: **MATTERS OUTSTANDING & WORK PROGRAMME**

Contact Officer: Philippa Gibbs, Democratic Services Officer
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Chief Officer: Tasnim Shawkat, Director of Corporate Services and Governance

Ward: (All Wards);

1. Reason for report

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

- Monitoring progress against actions arising from previous meetings;
- Developing the 2021/22 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 2021/22 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
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Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Excellent Council
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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: £359k
 5. Source of funding: Revenue Budget
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Personnel

1. Number of staff (current and additional): 6.67 FTE
 2. If from existing staff resources, number of staff hours:N/A
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Legal

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

1. Summary of Procurement Implications: N/A
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for the benefit of Committee Members.
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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 2021/22. The 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 2021/22 Work Programme as items arise.

Appendix 1

Minute Number/Title/Date	Action/PDS Request	Update	Action by	Expected Completion Date
18 Portfolio Holder Update 14 September 2021	That statistics concerning the number of young people participating in summer activities would be provided following the meeting.	The Director is compiling the information requested.	Director of Children's Services	November 2021

Children, Education & Families Work Programme 2021/22

SACRE		1st December 2021
Children, Education & Families Budget Sub-Committee		18th January 2022
Item		Status
Budget Monitoring 2020/21		PH Decision
2021/22 Dedicated Schools Grant	Annual Report	PH Decision
ECF Draft Portfolio Budget 2020/21	Annual Report	PDS Item
Schools' Forum		20th January 2022
Children, Education & Families PDS Committee		25th January 2022
Item		Status
Performance Management 2021/22		PDS Item
Virtual School Annual report 2020/21	Annual Report	PDS Item
Adoption Annual Report 2020/21	Annual Report	PH Decision
Private Fostering Annual Report 2020/21	Annual Report	PH Decision
SACRE		23rd February 2022
Children, Education & Families PDS Committee		15th March 2022
Item		Status
Annual Scrutiny Report 2021/22	Annual Report	PDS Item
Children, Education and Families Portfolio Plan Update		Holding PH to Account
Education Outcomes	Information Report	PDS Item
Risk Register	Information Report	Information Item
Capital Programme 2021/22 Q.3		PH Decision
Budget Monitoring 2021/22 Q.3		PH Decision
Basic Need/Capital Programme		Executive Report
IRO Annual Report	Annual Report	PH Decision
LADO Annual Report	Annual Report	PH Decision
Panel Discussion with the Children's Services SLT	Annual Item	PDS Item
Youth Offending Service Update	Annual Report	PH Decision
Early Intervention and Family Support Service Update	Annual Report	PH Decision
Contracts Activity Report (Part 1 and Part 2)		PDS Item

*Items in italics are tentative

To be Scheduled

Bromley Y Contract Performance Review (June 2022)

Family Group Conferencing Contract Performance Review (September 2022)