

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

Date: 4 October 2022

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

Title: MATTERS OUTSTANDING AND WORK PROGRAMME

Contact Officer: Kerry Nicholls, Democratic Services Officer
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Chief Officer: Director of Corporate Services and Governance

Ward: All Wards

1. Reason for decision/report and options

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

- Monitoring progress against actions arising from previous meetings; and
- Developing the 2022/23 Forward Work Programme.

2. **RECOMMENDATION(S)**

That PDS Committee reviews and comments on:

1. Progress on matters arising from previous meetings; and
2. The 2022/23 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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Transformation Policy

1. Policy Status: Not Applicable:
 2. Making Bromley Even Better Priority (delete as appropriate): Not Applicable:
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Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Democratic Services
 4. Total current budget for this head: £366k
 5. Source of funding: Revenue Budget
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Personnel

1. Number of staff (current and additional): 6
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable: Non-Executive reports are not subject to call-in
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Procurement

1. Summary of Procurement Implications: Not Applicable
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Property

1. Summary of Property Implications: Not Applicable
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Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications:
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Customer Impact

1. Estimated number of users or customers (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

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 2022/23. 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 2022/23 Work Programme as items arise.

Non-Applicable Headings:	Impact on Vulnerable Adults and Children, Transformation/Policy Implications, Financial Implications, Personnel Implications, Legal Implications, Procurement Implications, Property Implications, Carbon Reduction/Social Value Implications, Customer Impact, Ward Councillor Views
Background Documents: (Access via Contact Officer)	Minutes of previous meetings

MATTERS OUTSTANDING FROM PREVIOUS MEETINGS

Minute Number/Title/Date	Action/PDS Request	Update	Action by	Expected Completion Date
73. Corporate Parenting Mid-Year Rep	The 'I'm not Tracey Beaker' video to be provided to each of the political groups to share at their meetings.	Provided to Group Leaders in July 2022.	CEF Department	Completed.
5. Appointment of Co-opted Members 2022/23	Details of Co-opted Member opportunities to be provided to Committee Members.	Information from Octavo partnership circulated to Committee Members on 7 July 2022.	Clerk	Completed.
11a. Children, Education and Families Portfolio Plan 2021/22 Q4 Update	Details of an opportunity for Members to observe a MEGA Panel during Practice Observation week (likely November 2022) to be circulated	To be circulated when available.	CEF Department	November 2022
14a. Early Intervention and Family Support Annual Update	Further details of parenting courses and events to be provided to Committee Members following the meeting.	Circulated to Members on 6 July 2022.	Rachel Dunley	Completed.
18b. Future Use of the Phoenix Centre	Further updates be provided to the Committee as the project progressed, including the agreement of Heads of Terms.	To be provided when available.	CEF Department	Ongoing.

Children, Education & Families Work Programme 2022/23

Schools' Forum		29 September 2022
Children, Education & Families PDS Committee		17 November 2022
Item		Status
Early Help Strategy		PH Decision
Dedicated Schools Grant Recovery Plan		PH Decision
West London Alliance – Gateway Report		Exec Decision
Holiday and Saturday Group Based Short Break Service for Disabled Children and Young People – Contract Award		Exec Decision
Bromley Safeguarding Annual Report 2021/22	Annual Report	PDS Item
Independent Reviewing Officer Annual Report	Annual Report	PDS Item
Local Authority Designated Officer Annual Report	Annual Report	PDS Item
Youth Offending Service Update	6 month update	PDS Item
Annual CEF Compliments & Complaints Report	Annual Report	PDS Item
Risk Register		PDS Item (requested by Chairman)
Contracts Register and Database		Information Item (Part 1), PDS Item (Part 2)
Looked After Children Sufficiency Strategy		Information Item
Schools' Forum		24 November 2022
Children, Education & Families Budget Sub-Committee		18 January 2023
Item		Status
Budget Monitoring 2022/23		PH Decision
2022/23 Dedicated Schools Grant	Annual Report	PH Decision
ECF Draft Portfolio Budget 2023/24	Annual Report	PDS Item
Contracts Register and Database		Information Item (Part 1), PDS Item (Part 2)
Schools' Forum		26 January 2023
Children, Education & Families PDS Committee		1 February 2023
Item		Status
Adoption Annual Report 2021/22	Annual Report	PH Decision
Private Fostering Annual Report 2021/22	Annual Report	PH Decision
Quarter 2 Capital Monitoring		PH Decision
Award of Contract for Capital Works at Red Hill Primary School		Exec Decision
Performance Management 2022/23		PDS Item

Virtual School Annual report 2021/22	Annual Report	PDS Item
Contracts Register and Database		Information Item (Part 1), PDS Item (Part 2)
Risk Register		PDS Item (requested by Chairman)
SACRE		1 March 2023
Children, Education & Families PDS Committee		14 March 2023
Item		Status
Children, Education and Families Portfolio Plan Update		Holding PH to Account
Capital Programme 2022/23 Q.3		PH Decision
Budget Monitoring 2022/3 Q.3		PH Decision
Basic Need/Capital Programme		Exec Decision
Independent Reviewing Officer Update Report	6-months	PH Decision
Local Authority Designated Officer Update Report	Annual Report	PH Decision
Youth Offending Service Update	Annual Report	PH Decision
Early Intervention and Family Support Service Update	Annual Report	PH Decision
Quarter 3 Capital Monitoring	Sean Cosgrove	PH Decision
Annual Scrutiny Report 2022/23	Annual Report	PDS Item
Education Outcomes	Information Report	PDS Item
Panel Discussion with the Children's Services SLT	Annual Item	PDS Item
Bromley Youth Council End of Year Report	Annual Report	PDS Item
Contracts Activity Report (Part 1 and Part 2)		Information Item (Part 1), PDS Item (Part 2)
Risk Register		PDS Item (requested by Chairman)

*Items in italics are tentative