

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

Date: 17 November 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

1.1 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)**

2.1 That PDS Committee reviews and comments on:

- **Progress on matters arising from previous meetings; and,**
- **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:
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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: Not Applicable
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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
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 to be circulated	To be circulated when available.	CEF Department	January 2023
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.
26. Panel Discussion with the SLT	A short presentation giving an overview of Children's Services to be circulated.	To be actioned.	Clerk.	Completed.
27a: CEF Portfolio Plan Update	Additional metrics on the workstream to improve post-COVID education outcomes for children and young people as well as on work to increase take up of multi-agency early help services to be circulated.	To be incorporated into future reporting of the Portfolio Plan.	AD: Strategy, Performance and Corporate Transformation	Completed.
28a: Budget Monitoring 2022/23	An update on previous proposals to levy fines on providers that did not meet the required service standards for Special Educational Needs transport to be provided following the meeting.	There were currently no proposals to levy fines or penalties on SEN Transport providers. The quality of provision would continue to be closely monitored.	Head of Access to Education and Inclusion	Completed.
28b: Capital Programme Monitoring	Further information to be provided on the allocation of Section 106 funds for education.	Unallocated Section 106 funds for education totalled approximately £2k and this would be reflected in future Capital Monitoring reporting.	Principal Accountant	Completed.
30c: CEF Risk Register	The numbering reference given to removed risks to be clarified following the meeting.	To be clarified in future reporting of the Risk Register.	AD: Strategy, Performance and Corporate Transformation	Completed.

Children, Education & Families Work Programme 2022/23

Schools' Forum		24 November 2022
Children, Education & Families Budget Sub- Committee		19 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
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
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		PH Decision
Basic Need/Capital Programme		Exec Decision
Annual Scrutiny Report 2022/23	Annual Report	PDS Item
Education Outcomes		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
Risk Register		PDS Item
Life Skills Provision for Children with SEND		PDS Item
Contracts Activity Report (Part 1 and Part 2)		Information Item (Part 1), PDS Item (Part 2)