

**Decision Maker:** CHILDREN EDUCATION AND FAMILIES PDS COMMITTEE

**Date:** Tuesday 20 June 2023

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

**Title:** MATTERS OUTSTANDING AND FORWARD WORK PROGRAMME

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

**Ward:** All Wards

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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 Committee's Forward Work Programme.

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2. **RECOMMENDATION(S)**

2.1 **That the PDS Committee:**

1. **Reviews progress on matters arising from previous meetings, including Minute 65: Matters Outstanding and Work Programme which asks Members to formally note the move to annual reporting for the following reports (see Paragraph 3.2):**
  - **Corporate Parenting**
  - **Youth Justice**
  - **Private Fostering**
  - **Independent Reviewing Officers**
  - **Local Authority Designated Officer**
  - **Virtual School**
2. **Reviews the Committee's Forward Work Programme, indicating any changes or particular issues that it wishes to scrutinise for the year ahead; and,**
3. **Reconstitutes and agrees the membership of the School Place Planning Working Group for the 2023/24 municipal year, including the appointment of Chairman and Vice-Chairman.**

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: N/A
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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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Impact on the Local Economy

1. Summary of Local Economy Implications: Not Applicable
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Impact on Health and Wellbeing

1. Summary of Health and Wellbeing 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.

#### **Minute 65: Matters Outstanding and Work Programme (14 March 2023)**

- 3.2. Following discussion at the meeting of Children, Education and Families PDS Committee on 14 March 2023, consultation was undertaken with Committee Members between 17-31 March 2023 on reverting to annual reporting for the following service areas:

- Corporate Parenting
- Youth Justice
- Private Fostering
- Independent Reviewing Officers
- Local Authority Designated Officer
- Virtual School

No consultation responses were received in objection to the proposal and one response was received in support from Councillor Alexa Michael. Members are therefore requested to formally note the move to annual reporting for these reports.

#### **Work Programme**

- 3.3 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.
- 3.4 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 such as a task and finish group.
- 3.5 **Appendix 2** sets out the Education, Children and Families PDS Committee Work Programme for 2023/24. The Committee is invited to comment on the proposed schedule and suggest any changes it considers appropriate.

#### **School Place Planning Working Group**

- 3.6 The Committee is also recommended to reconstitute the School Place Planning Working Group for the 2023/24 municipal year and appoint Members to serve on the Working Group as well as appoint the Chairman and Vice-Chairman from the serving Members. The purpose of the School Places Working Group is to meet annually to review the need for school places in order to advise the Council how it can best meet its statutory duties under Section 14 of the Education Act 1996. The Working Group reviews information about the need for school places in Bromley and the draft school places plan and makes recommendations to the Children, Education and Families PDS Committee about future commissioning arrangements for school places.

- 3.7 At its annual meeting on 10 May 2023, the Council of the London Borough of Bromley chose not to agree the reconstitution of the Children, Education and Families Budget Sub-Committee for the 2023/24 municipal year. The work of this sub-committee will therefore be undertaken by the Children, Education and Families PDS Committee moving forward.
- 3.8 Other reports will be added to the Forward Work Programme as items arise.

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

**MATTERS OUTSTANDING FROM PREVIOUS MEETINGS**

<b>Minute Number/Title/ Date</b>	<b>Action/PDS Request</b>	<b>Update</b>	<b>Action by</b>	<b>Expected Completion Date</b>
65. Matters Outstanding and Work Programme (14 March 2023)	The Committee to be consulted on reverting to annual reporting for the following service areas: <ul style="list-style-type: none"> <li>• Corporate Parenting</li> <li>• Youth Justice</li> <li>• Private Fostering</li> <li>• Independent Reviewing Officers</li> <li>• Local Authority Designated Officer</li> <li>• Virtual School</li> </ul>	Consultation was undertaken between 17-31 March 2023. No responses were received in objection and one response was received in support from Councillor Alexa Michael. Members are therefore requested to formally note the move to annual reporting for these reports.	Clerk	June 2023.
66. Portfolio Holder Update	More notice be provided to Members in advance of future Practice Observation weeks.	To be noted for future events.	Assistant Director: Children's Social Care	Completed.
67a. Budget Monitoring 2022/23	A comparison of permanent pay against Agency rates to be provided.	To be provided when available.	Director: Children, Education and Families	In progress.
68e. Education Outcomes for Children in Bromley Schools 2022	Key Stage 5 attainment data for the 2023/23 academic year to be provided to the Committee.	To be provided when available.	Director: Education	In progress.
73/1a. Performance Reporting – Children's Scrutiny Dataset (14 March 2023)	Future reporting of Performance Indicators 32 and 33: % of Education, Health and Care Plans Issued Within Statutory 20-Week Timescale (Excluding/Including Exception Cases) to include the number of plans issued.	To be included in future reporting.	Assistant Director: Strategy, Performance and Corporate Transformation	Completed.

**Children, Education & Families Work Programme 2023/24**

<b>Children, Education &amp; Families PDS Committee</b>		<b>13 September 2023</b>
<b>Item</b>		<b>Status</b>
Children, Education and Families Portfolio Plan Update		Holding PH to Account
Budget Monitoring 2023/24		PH Decision
Capital Programme Monitoring 2023/24 Q1		PH Decision
CEF/ACH Joint Item: 0-25 Service Update	6-Month Update	Joint PDS Item (with ACH)
Performance Management 2023/24 (Part 1 and Part 2)		PDS Item
Virtual School Annual Report	Annual Report	PDS Item
Adoption Update Annual Report	Annual Report	PDS Item
Private Fostering Annual Report	Annual Report	PDS Item
Risk Register		PDS Item
Spending on Primary, Secondary and Special Schools 2022/23	Annual Report	PDS Item
Deep Dive: Education, Health and Care Plans/SEND		PDS Item
Truancy in Bromley Schools		Information Item
<b>Children, Education &amp; Families PDS Committee</b>		<b>22 November 2023</b>
<b>Item</b>		<b>Status</b>
Children, Education and Families Portfolio Plan Update		Holding PH to Account
Budget Monitoring		PH Decision
Capital Programme Monitoring 2023/24 Q2		PH Decision
Award of Contract for Capital Works at Red Hill Primary School		Exec Decision
Corporate Parenting Annual Report	Annual Report	PDS Item
Performance Management 2023/24 (Part 1 and Part 2)		PDS Item
Bromley Safeguarding Annual Report 2022/23	Annual Report	PDS Item
Independent Reviewing Officer Annual Report	Annual Report	PDS Item
Local Authority Designated Officer Annual Report	Annual Report	PDS Item
Youth Justice Service Annual Update	Annual Update	PDS Item
Family Group Conference		PDS Item
Annual CEF Compliments & Complaints Report	Annual Report	PDS Item
Risk Register		PDS Item
Deep Dive: Youth Services (including the findings of the Youth Services review)		PDS Item
Contracts Register and Database (Parts 1 and 2)		PDS Item
<b>Children, Education &amp; Families PDS Committee</b>		<b>1 February 2024</b>
<b>Item</b>		<b>Status</b>
Capital Programme Monitoring 2023/24 Q4		PH Decision
2023/24 Dedicated Schools Grant	Annual Report	PH Decision
Performance Management 2023/24 (Parts 1 and 2)		PDS Item

Virtual School Annual report 2022/23	Annual Report	PDS Item
Risk Register		PDS Item
CEF Draft Portfolio Budget 2024/25	Annual Report	PDS Item
<b>Children, Education &amp; Families PDS Committee</b>		<b>20 March 2024</b>
<b>Item</b>		<b>Status</b>
Children, Education and Families Portfolio Plan Update		Holding PH to Account
Budget Monitoring		PH Decision
Basic Need Capital Programme Update		Exec Decision
Performance Management 2023/24 (Parts 1 and 2)		PDS Item
Education Outcomes		PDS Item
Bromley Youth Council End of Year Report (BYC Representatives to present with Danie Gibbs support)	Annual Report	PDS Item
Risk Register		PDS Item
Contracts Register and Database (Parts 1 and 2)		PDS Item

\*Items in italics are tentative