

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

Date: Thursday 1 February 2024

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

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.

2. **RECOMMENDATION(S)**

2.1 That PDS Committee reviews and comments on:

1. Progress on matters arising from previous meetings; and
2. The Committee's Forward 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: 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.

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 2023/24. 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 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

Minute Number/ Title/ Date	Action/PDS Request	Update	Action by	Expected Completion Date
30: Matters Outstanding and Forward Work Programme (22 November 2023)	Deep Dive on First Destinations of 16- and 18-year-old school leavers, including those educated at home to be added to the Forward Work Programme.	Provisionally scheduled in the Forward Work Programme for June 2024.	Director of Education.	June 2024
31. Portfolio Holder Update (22 November 2023)	Details of payments made with respect to the rulings of the Ombudsman to be provided to the Committee.	To be provided when available.	Director: CEF	February 2024
34b: Bromley Safeguarding Children Partnership Annual Report (22 November 2023)	Committee Members to be canvassed regarding agenda format (hard copy vs e-copy)	All Councillors were canvassed regarding their preferred agenda format (including paperless) at the start of 2024.	Clerk	Completed.
34d: LADO Annual 'Report (22 November 2023)	Secondary reasons for referral to be captured in future reporting.	To be included in future reporting.	Head of Service Quality Improvement	Completed.
34g: Contracts Register (22 November 2023)	Brief commentary on specific contracts to be included in Part 1 (Public) update where appropriate.	To be included in future reporting.	Head of Service: Complex and Long-Term Commissioning	Completed.

Children, Education & Families Work Programme 2023/24

Children, Education & Families PDS Committee	20 March 2024
Item	Status
Children, Education and Families Portfolio Plan Update	Holding PH to Account
Capital Programme Monitoring 2023/24 Q3	PH Decision
Budget Monitoring	PH Decision
Award of Contract for Capital Works at Red Hill Primary School	Exec Decision
Basic Need Capital Programme Update	Exec Decision
Virtual School Annual Report	PDS Item
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)	PDS Item
Risk Register	PDS Item
Deep Dive: Supporting Vulnerable or Disadvantaged Young People to transition from Education into Employment	PDS Item
Children, Education & Families PDS Committee	June 2024
Item	Status
Deep Dive: First Destinations of 16- and 18-year-old school leavers, including those educated at home	PDS Item

*Items in italics are tentative