

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

Date: Tuesday 11 June 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 the Committee:**

1. **Reviews progress on matters arising from previous meetings;**
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 2024/25 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: £402k
 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. ERC 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. Additional reports will be added to the Forward Work Programme as items arise.

School Place Planning Working Group

- 3.1 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.

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 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
58: Minutes of the Previous Meeting (20 March 2024)	Further details of the number of children and young people benefitting from travel training to be provided to the Committee.	This information was provided.	Clerk	Completed.
60A: CEF Portfolio Plan Update (20 March 2024)	An update on the delivery of the eating disorders early intervention pilot, including the 'me and my body' and the 'happy being me' programmes to be reported to a future meeting of the Committee.	Added to work programme as a 'To be scheduled' item. Further information was also provided to the Committee following the meeting.	Senior Commissioning Manager for Children and Young People's Mental Health and Wellbeing	Completed.
63a: Bromley Youth Council Annual Report (20 March 2024)	The QR code for the BYC Mental Health Magazine to be provided to the Committee for transmission across their networks.	To be provided when available.	Youth Support Programme Manager	Summer 2024
63c: Education Outcomes for Bromley Schools (20 March 2024)	Further details on the gender gap in the Early Years and Key Stage 1 stages to be provided to the Committee.	This information was provided.	Head of Educational Effectiveness	Completed.

CHILDREN, EDUCATION & FAMILIES WORK PROGRAMME 2024/25

Children, Education & Families PDS Committee		September 2024
Item		Status
Children, Education and Families Portfolio Plan Update		Holding PH to Account
Budget Monitoring 2024/25		PH Decision
Capital Programme Monitoring 2024/25 Q1		PH Decision
School Place Planning Report		PH Decision
Award of Contract for Capital Works at the former Marjorie McClure school site.		PH Decision
Award of Contract at Red Hill Primary School Report		Exec Decision
Gateway 0 - Commissioning Strategy for Transport Services Prior to Proceeding to Procurement (Joint Item with ACH)		Exec Decision
Performance Management 2024/25 (Part 1 and Part 2)		PDS Item
Adoption Update Annual Report		PDS Item
Private Fostering Annual Report		PDS Item
Corporate Parenting Annual Report		PDS Item
Risk Register		PDS Item
Spending on Primary, Secondary and Special Schools 2022/23	Annual Report	PDS Item
0-25 Service Update (Joint Item with ACH)	Annual Report	PDS Item
Deep Dive: Elective Home Education Policies and Procedures		PDS Item
Children, Education & Families PDS Committee		November 2024
Item		Status
Children, Education and Families Portfolio Plan Update		Holding PH to Account
Budget Monitoring 2024/25		PH Decision
Capital Programme Monitoring 2024/25 Q2		PH Decision
Performance Management 2024/25 (Part 1 and Part 2)		PDS Item
Bromley Safeguarding Children Partnership 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 Report	PDS Item
Annual CEF Compliments & Complaints Report	Annual Report	PDS Item
Risk Register		PDS Item
Contracts Register and Database (Parts 1 and 2)		PDS Item
Deep Dive: To be Confirmed		PDS Item

Children, Education & Families PDS Committee		February 2025
Item		Status
Children, Education and Families Portfolio Plan Update		Holding PH to Account
2024/25 Dedicated Schools Grant	Annual Report	PH Decision
Performance Management 2024/25 (Part 1 and Part 2)		PDS Item
Risk Register		PDS Item
CEF Draft Portfolio Budget 2025/26	Annual Report	PDS Item
Contracts Register and Database (Parts 1 and 2)		PDS Item
Deep Dive: To be Confirmed		PDS Item
Children, Education & Families PDS Committee		March 2025
Item		Status
Children, Education and Families Portfolio Plan Update		Holding PH to Account
Budget Monitoring		PH Decision
Capital Programme Monitoring 2024/25 Q3		PH Decision
Basic Need Capital Programme Update		Exec Decision
Virtual School Annual Report	Annual Report	PDS Item
Performance Management 2024/25 (Part 1 and Part 2)		PDS Item
Education Outcomes	Annual Report	PDS Item
Bromley Youth Council End of Year Report	Annual Report	PDS Item
Risk Register		PDS Item
Contracts Register and Database (Parts 1 and 2)		PDS Item
Deep Dive: To be Confirmed		PDS Item
Children, Education & Families PDS Committee		To be programmed
Item		Status
Eating Disorders Early Intervention Pilot Update		PDS Item