

# CHILDREN AND YOUNG PEOPLE COMMITTEE



**Tuesday, 07 July 2020**

**Democratic and Members' Services**

Fiona McMillan  
Monitoring Officer

**14:00**

Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP

**Virtual meeting**  
**[Venue Address]**

## **AGENDA**

**Open to Public and Press**

### **CONSTITUTIONAL MATTERS**

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. Minutes of the meeting on 23 June 2020**  
*To follow. Once published, the minutes will be available to view at the bottom of the meeting page under the 'Meeting Documents' heading.*
- 4. Action Log**
- 5. Petitions and Public Questions**

**5 - 8**

### **KEY DECISION**

<b>6.</b>	<b>Housing Related Report Services</b>	<b>9 - 14</b>
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## **DECISIONS**

<b>7.</b>	<b>Cambridgeshire County Council's response to Covid-19: Update</b>	
	<i>To follow. Once published, this report will be available to view at the bottom of the webpage under the 'Meeting Documents' heading.</i>	
<b>8.</b>	<b>Children Not in Education, Employment and Training</b>	
	<i>To follow. Once published, this report will be available to view at the bottom of the meeting page under the 'Meeting Documents' heading.</i>	
<b>9.</b>	<b>Finance Monitoring Report - July 2020</b>	<b>15 - 50</b>
<b>10.</b>	<b>Agenda Plan, Appointments and Training Plan</b>	<b>51 - 68</b>

The Children and Young People Committee comprises the following members:

Councillor Simon Bywater (Chairman) Councillor Samantha Hoy (Vice-Chairwoman)

Councillor David Ambrose Smith Councillor Peter Downes Councillor Lis Every Councillor Anne Hay Councillor Lucy Nethsingha Councillor Simone Taylor Councillor Joan Whitehead and Councillor Julie Wisson

Andrew Read (Appointee) Flavio Vettese (Appointee)

*For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact*

Clerk Name: Richenda Greenhill

Clerk Telephone: 01223 699171

Clerk Email: Richenda.Greenhill@cambridgeshire.gov.uk

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<https://tinyurl.com/CommitteeProcedure>

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**CHILDREN AND YOUNG  
PEOPLE COMMITTEE**

**Minutes-Action Log**



**Introduction:**

This log captures the actions arising from Children and Young People Service Committee meetings and updates Members on progress.

**Minutes of the meeting on 21 January 2020**

<b>291.</b>	<b>Service Director Education's Report: Educational Outcomes</b>	<b>Jon Lewis</b>	To consider setting up a forum in Wisbech to look at why some children experiencing deprivation were able to attain positive outcomes and some did not. The example was given of the difference in outcomes at Peckover Primary School and St Peter's Junior School in Wisbech. The Chairman suggested this might be discussed more fully at the Educational Achievement Board.	03.02.20: The next Educational Achievement Board meeting is planned for 7 May 2020 and an update will be circulated to Members after that meeting.	<b>Update to be circulated in September 2020.</b>
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291.	<b>Service Director Education's Report: Educational Outcomes</b>	<b>Jon Lewis</b>	Asked what synergy existed between the work on young people not in education, employment of training (NEET) being carried out by the Combined Authority with that done by the local authority. Officers suggested requesting a report from the Combined Authority.	03.02.20: A report has been requested from the Combined Authority.  30.04.20: Report awaited.	<b>Report awaited from the Combined Authority</b>
293.	<b>Agenda Plan, Appointments and Training Plan</b>	<b>Lou Williams</b>	Councillor Hay expressed interest in the Fostering Panel vacancy and the Committee endorsed her appointment, subject to the planned review of the future composition of the Fostering Panel. Officers would liaise with Councillor Hay on this direct and keep the Committee informed.	21.02.20: Cllr Hay is no longer able to take up this appointment.  11.03.20: A peer review of the Fostering Panel is taking place and the position will be held vacant pending the outcome of that review.  30.04.20: This has been delayed due to Covid-19, but there are plans underway to establish a limited virtual peer review if possible later in the summer.	<b>On hold</b>
306.	<b>Best Start in Life Update</b>	<b>Jon Lewis</b>	Members commented that this initiative would be of particular relevance to Opportunity Areas and suggested that it should formally be raised with them.	30.04.20 – A request has been made to present the BSIL work at a future Opportunity Area (OA) Board meeting as part of their work on legacy planning for when the OA project concludes.	<b>Update in September 2020</b>
<b>Minutes of the meeting on 5 May 2020</b>					
313.	<b>Response to Covid-19</b>	<b>Nicola Curley</b>	Members welcomed the focus on providing support to care leavers as this group might otherwise find themselves particularly isolated at the present time. Officers were invited to let Members know if there was anything which they could do support of this.		

### Minutes of the meeting on 26 May 2020

324.	<b>Agenda Plan, Training Plan and Appointments</b>	<b>Jon Lewis</b>	To confirm the date of the next Educational Achievement Board meeting, likely to be October 2020.	25.06.20: The Educational Achievement Board will meet next on 10 September 2020 and meeting invites have been issued to Board members.	<b>Completed</b>
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### Minutes of the meeting on 23 June 2020

	<b>CCC Response to Covid-19</b>	Wendi Ogle-Welbourn	Paragraph 1.7: To feed back that this should read 'Huntingdonshire District Council' rather than Huntingdon in future reports.		
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**HOUSING RELATED SUPPORT SERVICES**

**To:** Children & Young People Committee

**Meeting Date:** 7<sup>th</sup> July 2020

**From:** Oliver Hayward, Assistant Direct Director: Commissioning

**Electoral division(s):** All

**Forward Plan ref:** KD2020/026      **Key decision:** Yes

**Purpose:** To agree contract extensions for Housing Related Support Services

**Recommendation:** The Committee is asked to;  
a) Note the content of this report  
b) Agree to the requested contract extension (2.3.2)

<b><i>Officer contact:</i></b>	<b><i>Member contacts:</i></b>
Name: Lisa Sparks Post: Commissioner - HRS Email: <a href="mailto:lisa.sparks@cambridgeshire.gov.uk">lisa.sparks@cambridgeshire.gov.uk</a> Tel: 01223 699277 / 07900 163590	Names: Councillor Simon Bywater Post: Chair Email: <a href="mailto:simon.bywater@cambridgeshire.gov.uk">simon.bywater@cambridgeshire.gov.uk</a> Tel: 01223 706398 (office)

## **1. BACKGROUND**

- 1.1 Housing Related Support (HRS) services provide dedicated support staff who are able to deliver specialist support to individuals to enable them to develop independent living skills and maintain their accommodation. The support provided is tailored to meet the specific needs of each person with key examples including support to access benefit and/or manage issues such as addiction, mental health issues and emotional wellbeing. Costs relating to accommodation, such as rent and service charges, are not covered by this funding.
- 1.2 In January 2020, the Children and Young People Committee was presented with a proposed approach to managing the development of HRS services with accompanying timescales. Whilst a significant amount of progress has been made since this date, Covid-19 has had an impact on timescales originally set. This report provides an overview of progress to date and amended timescales along with an accompanying recommendation relating to the extension of existing arrangements.

### **1.3 Progress To Date:**

To date, the following has been achieved:

- Delivery of £372k of savings to date, with further savings of £206k due to be delivered in 2021/22.
- In November 2019, the Council commissioned Arc4 to undertake a targeted piece of research to enable us to ensure that the service redesign work is underpinned by the best possible understanding of the needs of our vulnerable homeless population. This work has concluded.
- To ensure that homeless young people accessing Housing Related Support services get the best outcomes possible, the Council has been working with providers and partners in Cambridge City to develop a new model of delivery that also promotes some of the best practice elements of the St. Basil's Pathway

## **2. MAIN ISSUES**

### **2.1 Impact of Covid 19 on HRS Review**

- 2.1.1 All market engagement, stakeholder engagement and discussions with other Commissioning partners regarding the HRS Review and redesign has had to be paused since the 23 March 2020 to enable the focus of all agencies to be on responding to the national emergency.
- 2.1.2 This has meant that we have been unable to undertake any of the following pieces of work which were required to inform our redesign and procurement:
- Consultation on the draft HRS Commissioning Strategy
  - Publish and seek feedback on the final arc4 report and recommendations
  - Soft market testing to inform new service delivery models
  - Seek feedback on potential new models of service delivery
  - Engagement with Members through the Member Reference Group

### **2.1.3**

Given our inability to engage the market appropriately to obtain the best outcome from tender, undertaking a competitive procurement process during the pandemic would have presented significant risks, including:

- Development of an ineffective procured solution due to lack of robust consultation, feedback and engagement
- Lack of response from the market given a number of existing providers would have been unable to resource tender bids or develop consortia due to Covid 19 pressures
- An inability to explore potential joint commissioning opportunities
- Potential for challenge if the process was viewed as 'unfair and unreasonable'
- Focus of providers would have been taken away from Covid 19 activities to respond to tender
- Breakdown in relationships due to perceived pressure to deliver and respond to procurement
- Impact on partnership working to support delivery of emergency rough sleeper interventions during Covid 19
- Negative impact on Council's reputation

#### 2.1.4

The delay in commencing the procurement process means that the new contracts for the remodelled services will not be able to commence from 1<sup>st</sup> April 2021 and therefore anticipated savings will be delayed.

#### 2.1.5

At the current time, providers are still managing the impact of Covid on service delivery, therefore their capacity to engage in consultations and procurement processes is still significantly restricted.

## 2.2 Current status

2.2.1 A first draft of the HRS Commissioning Strategy has been completed ready for initial consultation.

2.2.2 The Arc4 research is completed and a first draft of the report has been shared with key partners, with a final version expected at the end of June 2020.

2.2.3 Discussions are taking place with Procurement to inform a new timetable and discuss the best approach in the light of Covid-19.

2.2.4 Discussions will be taking place with providers to identify the negative and positive impacts of Covid on service delivery. This will give us an opportunity to consider how emerging good practice and new approaches in our service re-design their needs at any given point on their journey.

## 2.3 Next Steps

2.3.1 The proposed timetable shown below will ensure that the Council can;

- offer meaningful opportunities for engagement with partners, providers and clients to enable us to collaboratively develop new models of service delivery
- allow sufficient time for feedback to be provided on the HRS Commissioning

### Strategy and the Arc4 Research Report

- undertake an effective and robust procurement exercise
- ensure providers are able to focus adequate time and resources on Covid Recovery
- Re-instate the Member Reference Group to ensure engagement with members on the proposed delivery models.

Task	Date
Final version of arc4 report received and circulated	July 2020
Development of Action Plan from arc4 Research	July 2020
Draft HRS Strategy circulated for comment and feedback	July / August 2020
Final version of HRS Strategy signed off by Committee	October 2020
Development of models: <ul style="list-style-type: none"> <li>○ Market engagement / soft market testing</li> <li>○ Engagement with provider</li> <li>○ Engagement with clients</li> <li>○ Engagement with partners</li> <li>○ Engagement with members</li> </ul>	September - December 2020
Final proposed service models drafted	December 2020
Attendance at Adults & CYP Committees to request approval of Service Models and Procurement approach	January 2021
New contracts commence	1 <sup>st</sup> January 2022

#### 2.3.2

To ensure that sufficient time is provided to cover the elements above, a further extension of contracts up to 31 December 2021 will be required for the services listed below:

Service	Provider	Current contract end date	Value of extension
Cambridge Youth Foyer	Riverside Group	31.03.2021	£133,950
Castle Project	Richmond Fellowship	31.03.2021	£127,500
Whitworth House	Orwell Housing Association	31.03.2021	£49,315
Queen Anne House	YMCA Trinity	31.03.2021	£285,000
Railway House	CHS Group	31.03.2021	£75,386
Ely Young Persons Project	CHS Group	31.03.2021	£76,850
The Staithe	CHS Group	31.03.2021	£128,430
Peter Maitland Court	CHS Group	31.03.2021	£59,821
Kings Ripton Court	The Salvation Army	31.03.2021	£178,644
Paines Mill Foyer	Longhurst Group	31.03.2021	£83,097
Wisbech Foyer	Longhurst Group	31.03.2021	£82,787

#### 2.3.3

The combined value of the extensions being sought is £1,280,779.

### 3. ALIGNMENT WITH CORPORATE PRIORITIES

#### 3.1 A good quality of life for everyone

The report above sets out the implications for this priority in sections 1 and 2.

### **3.2 Thriving places for people to live**

There are no significant implications for this priority.

### **3.3 The best start for Cambridgeshire's Children**

There are no significant implications for this priority.

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

- The Housing Related Support budget is reducing and this will impact on what can be delivered in future
- Moving to new delivery models which reflect best practice may require further short term investment from the Transformation funding allocated to the Housing Related Support review
- Any decision to maintain a service beyond the proposed savings realisation date will result in a reduced saving within that financial year

### **4.2 Procurement/Contractual/Council Contract Procedure Rules Implications**

- To take account of the impact of Covid 19, the start date for new contracts will need to be put back to January 2022

### **4.3 Statutory, Legal and Risk Implications**

- The services are non-statutory so are not subject to any statutory guidance
- It is likely that this project will continue to generate ongoing media attention

### **4.4 Equality and Diversity Implications**

- The redesign of services will include looking at current pathways and access to ensure that establish that services are easily accessible and that those in greatest need can be prioritised for services
- Due regard has been given to the Council's Equalities duties under the Equality Act 2010 and Community (Equality) Impact Assessments have been completed for all proposals

### **4.5 Engagement and Communications Implications**

- The view of current and potential services users will be sought as part of the young person's service redesign work
- The view of those with lived experience will be sought as part of the redesign work around adult homeless services
- Regular catch up meetings are taking place between the Communications Lead & Lead Commissioner

#### 4.6 Localism and Local Member Involvement

- The Member Reference Group will be re-instated to ensure they are fully involved in discussions relating to service models and redesign.

#### 4.7 Public Health Implications

- By redesigning services we will be promoting easier access to services for those who need them and enabling access to be prioritised for those most in need

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Officer: Martin Wade
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Paul White
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Yes Name of Officer: Fiona McMillan
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Will Patten
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Jo Dickson
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Will Patten
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Tess Campbell

Source Documents	Location
Report to the Children and Young People Committee 21 January 2020	<a href="https://cambridgeshire.cmis.uk.com/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1029/Committee/4/SelectedTab/Documents/Default.aspx">https://cambridgeshire.cmis.uk.com/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1029/Committee/4/SelectedTab/Documents/Default.aspx</a>

**FINANCE MONITORING REPORT – JULY 2020**

**To:** Children and Young People Committee

**Meeting Date:** 7 July 2020

**From:** Executive Director: People and Communities  
Chief Finance Officer

**Electoral division(s):** All

**Forward Plan ref:** Not applicable      **Key decision:** No

**Purpose:** To provide the Committee with the May 2020 Finance Monitoring Report for People And Communities Services (P&C).

The report is presented to provide the Committee with the opportunity to comment on the financial position as at the end of May 2020.

**Recommendations:** Committee are asked to:

- a) Review and comment on the report;
- b) Recommend the changes to the capital programme budgets from the Business Plan as summarised in Appendix C for approval by the General Purposes Committee:
  - i. Rephasing
  - ii. Scheme additions/reductions
  - iii. Additions/reductions in funding

<b><i>Officer contact:</i></b>		<b><i>Member contact:</i></b>	
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Post:	Strategic Finance Business Partner	Role:	Chairman, Children and Young People Committee
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## 1.0 BACKGROUND

- 1.1 This report is for the whole of the P&C Service, and as such, not all of the budgets contained within it are the responsibility of this Committee. Members are requested to restrict their attention to the budget lines for which this Committee is responsible, which are detailed in **Appendix A**, whilst the table below provides a summary of the budget totals relating to CYP Committee:

Directorate	Budget 2020/21 £000	Actual May 2020 £000	Forecast Outturn Variance £000
Children's Commissioning	23,197	2,149	0
Communities & Safety - Youth Offending Service	2,127	107	0
Communities & Safety - Central Integrated Youth Support Services	391	-371	0
Children & Safeguarding	58,704	7,391	350
Education – non DSG	34,133	2,421	2,393
Education – DSG	67,041	9,425	12,437
<b>Total Expenditure</b>	<b>185,593</b>	<b>21,122</b>	<b>15,180</b>
Grant Funding (including Dedicated Schools Grant etc.)	-77,174	-14,456	-12,437
<b>Total</b>	<b>108,419</b>	<b>6,666</b>	<b>2,743</b>

**Please note:** Strategic Management – Commissioning and the Executive Director policy lines cover all of P&C and is therefore not included in the table above.

## 2.0 MAIN ISSUES IN THE MAY 2020 PEOPLE AND COMMUNITIES FINANCE MONITORING REPORT

- 2.1 The May 2020 Finance Monitoring report is attached at **Appendix B**. Sections which do not apply to the Children and Young People (CYP) Committee have been highlighted in grey. At the end of May 2020, the overall People and Communities (P&C) position is an overspend of £11,676k; around 4.2% of budget. The majority of this, £10,459k, is in relation to forecast pressures as a result of the Covid-19 pandemic.

As referenced in other reports, the estimated financial impact on the Council has been submitted to the Ministry of Housing, Communities and Local Government (MHCLG). In many areas these remain indicative contingent on the length of disruption and the impact on activity levels, and as such these estimates will be further refined as the position becomes clearer. However, a number of internal business cases have been developed and will be presented at the July 2020 meeting of the General Purposes Committee (GPC) at which GPC will be asked to approve any necessary budget revisions or grant allocations to support the identified pressures at this stage.

### 2.2 Revenue

Although the current levels of actual spend in relation to Covid-19 are still low within Children's there are a number of areas which are likely to result in significant increased costs as a result of the pandemic:

- Potential increase in staff costs resulting from an increase in the number of referrals



leading to the need for assessments and longer term working with families within both early help and children's social care;

- Risks that some or all of anticipated savings targets in respect of budgets associated with children in care placement costs will not be achieved. This is because we expect a continuing placement shortage, meaning that unit costs are likely to increase. The effective launch of the Family Safeguarding approach in children's services has also been impacted by Covid-19, with challenges in respect of recruiting and training adult practitioners. Family Safeguarding is associated with lower numbers of children in care, and delayed full implementation of the approach may mean that numbers in care do not fall as expected over the remainder of this financial year.

**Strategic Management – Children & Safeguarding** is currently reporting a forecast pressure of £150k. This is the current additional costs associated with the use of the Grafham Water Centre to provide temporary accommodation to vulnerable young people should we be unable to place a young person with challenging behaviour in a suitable alternative during the Covid-19 crisis.

**The Children's Disability Service** is currently forecasting an over spend of £200k as a result of the need to increase individual care packages for children and young people with the highest level of needs in the event that they cannot attend their special school and/or there is a reduction in their usual care packages due to staff shortages across our short breaks provisions during the pandemic.

**The Outdoor Centres** are currently forecasting a £700k overspend. This is due to the loss of income as a result of Covid-19 closures of the centres until the end of the Summer Term.

**Cambridgeshire Music** is forecasting a £274k overspend. This is due to the loss of income directly from the impact of Covid-19 on the service to the end of Summer Term.

**Within 0-19 Organisation and Planning**, the Attendance and Behaviour service is forecasting a £197k overspend. This is due to the Government's decision not to issue penalty notice fines or initiate any legal proceedings on parents relating to school attendance at least until the end of the Summer Term. The Education Safeguarding team have also seen a loss of income in the summer term due to the cancellation of training courses.

**Home to School Transport – Special** - A significant increase in transport costs in the latter part of 2019/20 has resulted in an opening pressure of £800k. While an increase in pupils receiving SEND Transport of 10% a year has been included within the budget, we have seen an increase in the average cost of transport per pupil in excess of available budget. This is as a result of price inflation as well as complexity of need meaning that more pupils require individual taxis, passenger assistants or a specialised vehicle. In two cases, private ambulances have had to be provided due to the severity of the children's medical needs following risk assessments undertaken by health and safety and insurance colleagues.

**Home to School Transport – Mainstream** is forecasting an overspend of £200k. As reported in 2019/20 we are seeing significant increases in the costs being quoted for routes in some areas of the county. Where routes are procured at particularly high rates these are agreed on a short-term basis only with a view to reviewing and retendering at a later date in order to reduce spend where possible, however there is no guarantee that lower prices will be secured in future.

**Dedicated Schools Grant (DSG)** – An additional appendix has been included within Appendix B (Appendix 1a) to provide a detailed breakdown of all DSG spend within P&C. The budget figures are net of recoupment for academies and high needs place funding, and as

such are subject to change should more schools convert during the year.

Based on current available funding levels compared to the continuing increase in the number of children and young people with an EHCP, and the complexity of need of these young people the underlying pressure on the High Needs Block element of the DSG funded budgets is estimated to be in the region of £12.4m for 2020/21. This is prior to the implementation of any significant savings initiatives which form part of the SEND Recovery Plan, other than a reduction in funding devolved to secondary schools through the Behaviour and Attendance Improvement Partnerships (BAIP's) to be implemented from September. Due to Covid-19 it is likely that a number of the remaining savings initiatives will be delayed and as such savings not realised until later in the year.

When added to the existing DSG deficit of £16.6m brought forward from previous years the potential deficit at the end of 2020/21 is significant. This is a ring-fenced grant and, as such, overspends do not currently affect the Council's bottom line however there is increasing scrutiny and challenge from the DfE to manage the deficit and evidence plans to reduce spend. The level of deficit also impacts on the Council's overall cash-flow position and as such senior officers have written to the DfE on several occasions to request support in this matter. Based on the most recent response they are hoping to issue guidance in the next few weeks about processes for holding discussions with local authorities about DSG deficits.

## 2.4 Capital

- 2.4.1 The P&C Capital Plan for 2020/21 has reduced by £13.4m since the Business Plan was published, resulting in a revised budget of £48.3m. This significant reduction is due to the combination of schemes being removed, delayed into future years, and savings made on the overall value of projects. There have also been changes to some of the sources of funding of the capital programme.

A summary of these changes can be seen in **Appendix C** to this covering report.

- 2.4.2 The Capital Programme Board recommended that services include a variations budget to account for likely slippage in the capital programme, as it is sometimes difficult to allocate this to individual schemes in advance. The allocation for P&C's negative budget has been calculated as below. Slippage and underspends expected in 2020/21 are currently resulting in £98k of the capital variations budget being utilised.

2020/21					
Service	Capital Programme Variations Budget £000	Forecast Outturn Variance (May) £000	Capital Programme Variations Budget Used £000	Capital Programme Variations Budget Used %	Revised Outturn Variance (May) £000
P&C	-7,541	-7,541	98	1.3%	0
<b>Total Spending</b>	<b>-7,541</b>	<b>-7,541</b>	<b>98</b>	<b>1.3%</b>	<b>0</b>

### **3.0 2020-21 SAVINGS TRACKER**

- 3.1 As previously reported the “tracker” report – a tool for summarising delivery of savings – will be made available for Members 3 times per annum.

### **4.0 ALIGNMENT WITH CORPORATE PRIORITIES**

#### **4.1 A good quality of life for everyone**

- 4.1.1 There are no significant implications for this priority.

#### **4.2 Thriving places for people to live**

- 4.2.1 There are no significant implications for this priority

#### **4.3 The best start for Cambridgeshire’s Children**

- 4.3.1 There are no significant implications for this priority

#### **4.4 Net zero carbon emissions for Cambridgeshire by 2050**

- 4.5 There are no significant implications for this priority

### **5.0 SIGNIFICANT IMPLICATIONS**

#### **5.1 Resource Implications**

- 5.1.1 This report sets out details of the overall financial position of the P&C Service.

#### **5.2 Procurement/Contractual/Council Contract Procedure Rules Implications**

- 5.2.1 There are no significant implications within this category.

#### **5.3 Statutory, Legal and Risk Implications**

- 5.3.1 There are no significant implications within this category.

#### **5.4 Equality and Diversity Implications**

- 5.4.1 There are no significant implications within this category.

#### **5.5 Engagement and Communications Implications**

- 5.5.1 There are no significant implications within this category.

#### **5.6 Localism and Local Member Involvement**

- 5.6.1 There are no significant implications within this category.

#### **5.7 Public Health Implications**

- 6.7.1 There are no significant implications within this category.

Source Documents	Location
None	

**Children & Young People Committee Revenue Budgets  
within the Finance Monitoring report**

**Commissioning Directorate**

Strategic Management – Commissioning – *covers all of P&C*  
Access to Resource & Quality

Children's Commissioning

Children in Care Placements  
Commissioning Services

**Community & Safety Directorate**

Youth Offending Service  
Youth and Community Services

**Children & Safeguarding Directorate**

Strategic Management – Children & Safeguarding  
Partnerships and Quality Assurance  
Children in Care  
Integrated Front Door  
Children's Disability Service  
Children's Centre Strategy  
Support to Parents  
Adoption Allowances  
Legal Proceedings

District Delivery Service

Safeguarding Hunts and Fenland  
Safeguarding East & South Cambs and Cambridge  
Early Help District Delivery Service –North  
Early Help District Delivery Service – South

**Education Directorate**

Strategic Management - Education  
Early Years' Service  
School Improvement Service  
Schools Partnership Service  
Outdoor Education  
Cambridgeshire Music  
Redundancy & Teachers Pensions

SEND Specialist Services (0-25 years)

SEND Specialist Services  
Funding for Special Schools and Units  
High Needs Top Up Funding  
Special Educational Needs Placements  
Out of School Tuition  
Alternative Provision and Inclusion

SEND Financing - DSG

Infrastructure

0-19 Organisation & Planning

Education Capital

Home to School Transport – Special

Children in Care Transport

Home to School/College Transport – Mainstream

**Executive Director**

Executive Director - *covers all of P&C*

Central Financing - *covers all of P&C*

**Grant Funding**

Financing DSG

Non Baselined Grants - *covers all of P&C*

<b>Service</b>	People and Communities (P&C)
<b>Subject</b>	Finance Monitoring Report – May 2020
<b>Date</b>	12 <sup>th</sup> June 2020

## **KEY INDICATORS**

## **Agenda Item No: 9 - Appendix B**

<b>Previous Status</b>	<b>Category</b>	<b>Target</b>	<b>Current Status</b>	<b>Section Ref.</b>
-	Revenue position by Directorate	Balanced year end position	<b>Red</b>	1.2
-	Capital Programme	Remain within overall resources	<b>Green</b>	2

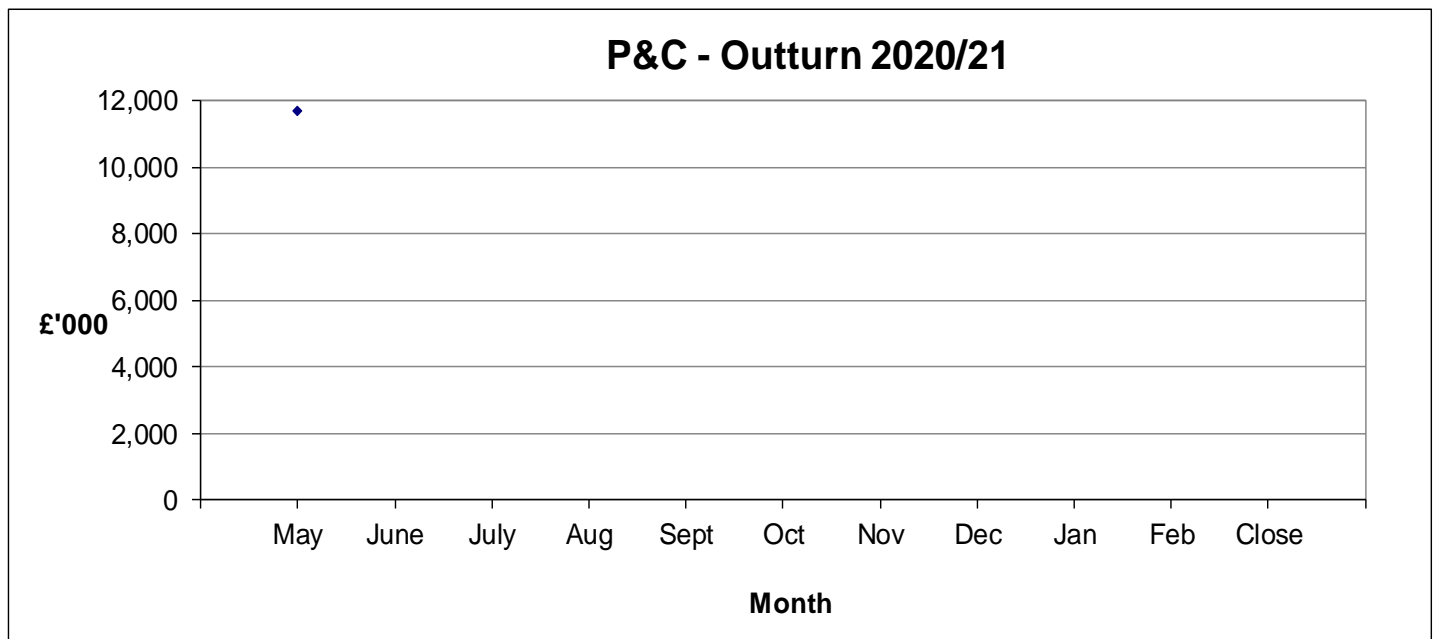
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<i>The following appendices are not included each month as the information does not change as regularly:</i>			
Appx 4	Savings Tracker	Each quarter, the Council's savings tracker is produced to give an update of the position of savings agreed in the business plan.	
Appx 5	Technical Appendix	Twice yearly, this will contain technical financial information for P&C showing: Grant income received Budget virements into or out of P&C Service reserves	

## 1. Revenue Executive Summary

### 1.1 Overall Position

People and Communities is forecasting an overspend of £11,676k at the end of May.



#### 1.2.1 Summary of Revenue position by Directorate

Forecast Outturn Variance (Previous) £000	Directorate	Budget 2020/21 £000	Actual £000	Forecast Outturn Variance £000	Forecast Outturn Variance %
0	Adults & Safeguarding	156,135	46,632	6,181	4.0%
0	Commissioning	40,608	1,008	114	0.3%
0	Communities & Partnerships	12,097	1,817	1,308	10.8%
0	Children & Safeguarding	58,704	7,391	350	0.6%
0	Education - non DSG	34,133	2,429	2,393	7.0%
0	Education - DSG	67,041	9,425	12,437	18.6%
0	Executive Director	1,083	406	1,330	122.8%
<b>0</b>	<b>Total Expenditure</b>	<b>369,801</b>	<b>69,109</b>	<b>24,113</b>	<b>6.5%</b>
0	Grant Funding	-94,854	-23,399	-12,437	13.1%
<b>0</b>	<b>Total</b>	<b>274,947</b>	<b>45,710</b>	<b>11,676</b>	<b>4.2%</b>



## 1.2.2 Summary of Covid-19 Expenditure by Directorate

Forecast Covid-19 Spend (Previous) £000	Directorate	Actual Covid-19 Related Spend to date £000	Forecast Covid-19 Spend £000
0	Adults & Safeguarding	1,990	5,785
0	Commissioning	0	0
0	Communities & Partnerships	58	1,308
0	Children & Safeguarding	61	350
0	Education	22	1,685
0	Executive Director	273	1,330
<b>0</b>	<b>Total Expenditure</b>	<b>2,404</b>	<b>10,459</b>

Please note: The financial impact of staff redeployments as a result of the pandemic (internal recharges) are not reflected in these figures – these are currently being reviewed for future reporting, although redeployments are cost neutral to the Council overall.

## 1.3 Summary by Committee

P&C's services are overseen by different committees – these tables provide committee-level summaries of services' revenue financial positions.

### 1.3.1 Adults Committee

Forecast Variance Outturn (Previous) £000	Directorate	Budget 2020/21 £000	Actual May 2020 £000	Forecast Outturn Variance £000
0	Adults & Safeguarding	156,135	46,632	6,181
0	Adults Commissioning (including Local Assistance Scheme)	17,177	-1,292	114
<b>0</b>	<b>Total Expenditure</b>	<b>173,312</b>	<b>45,341</b>	<b>6,295</b>
0	Grant Funding (including Improved Better Care Fund etc.)	-15,074	-7,541	0
<b>0</b>	<b>Total</b>	<b>158,237</b>	<b>37,799</b>	<b>6,295</b>

### 1.3.2 Children and Young People Committee

Forecast Variance Outturn (Previous) £000	Directorate	Budget 2020/21 £000	Actual May 2020 £000	Forecast Outturn Variance £000
0	Children's Commissioning	23,197	2,149	0
0	Communities & Safety - Youth Offending Service	2,127	107	0
0	Communities & Safety - Central Integrated Youth Support Services	391	-371	0
0	Children & Safeguarding	58,704	7,391	350
0	Education – non DSG	34,133	2,421	2,393
0	Education – DSG	67,041	9,425	12,437
<b>0</b>	<b>Total Expenditure</b>	<b>185,593</b>	<b>21,122</b>	<b>15,180</b>
0	Grant Funding (including Dedicated Schools Grant etc.)	-77,174	-14,456	-12,437
<b>0</b>	<b>Total</b>	<b>108,419</b>	<b>6,666</b>	<b>2,743</b>

### 1.3.3 Community and Partnerships Committee

Forecast Variance Outturn (Previous) £000	Directorate	Budget 2020/21 £000	Actual May 2020 £000	Forecast Outturn Variance £000
0	Communities and Partnerships	9,578	2,081	1,308
<b>0</b>	<b>Total Expenditure</b>	<b>9,578</b>	<b>2,081</b>	<b>1,308</b>
0	Grant Funding (including Adult Education Budget etc.)	-2,606	-1,402	0
<b>0</b>	<b>Total</b>	<b>6,972</b>	<b>680</b>	<b>1,308</b>

### 1.3.4 Cross Cutting Policy Lines

Forecast Variance Outturn (Previous) £000	Directorate	Budget 2020/21 £000	Actual May 2020 £000	Forecast Outturn Variance £000
0	Strategic Management – Commissioning	235	151	0
0	Executive Director (Exec D and Central Financing)	1,083	406	1,330
<b>0</b>	<b>Total Expenditure</b>	<b>1,318</b>	<b>557</b>	<b>1,330</b>
0	Grant Funding	0	0	0
<b>0</b>	<b>Total</b>	<b>1,318</b>	<b>557</b>	<b>1,330</b>

## 1.4 Significant Issues

People & Communities started 2020/21 with a balanced budget and a requirement to make around £12.5m of savings. P&C budgets are facing increasing pressures each year from rising demand and changes in legislation, with the directorate's budget increasing by around 5% in 2020/21. Covid-19, however, has severely impacted on the projected financial position of P&C.

At the end of May 2020, the overall P&C position is an overspend of £11,676k; around 4.2% of budget. The majority of this, £10,459k, is in relation to forecast pressures as a result of the Covid-19 pandemic. The summary table in 1.2.2 above shows the current level of Covid-19 actual spend to date and forecasts

by directorate. The council has received approximately £26m of funding from central government related to Covid, but this is not sufficient to meet all of our identified Covid pressures. This funding has not currently been allocated at service level, and so figures in this report are before any mitigation by that funding.

Appendix 1 provides the detailed financial information by service, with Appendix 1a providing a more detailed breakdown of areas funded directly from the Dedicated Schools Grant (DSG) and Appendix 2 providing a narrative from those services projecting a significant variance against budget.

#### 1.4.1 Adults

Similar to councils nationally, cost pressures have been faced by Adult Services in Cambridgeshire for a number of years, in particular the rising cost of care homes and home care, particularly the requirement to ensure compliance with the national living wage, as well as the increasing needs of people in receipt of care. Despite this, for 2020/21, Adults Services has a balanced starting budget with no un-mitigated pressures carried-forward from the previous year.

The impact of Covid-19, however, will be very high for Adult Services – we are expecting to spend at least 10% more than budgeted for. A substantial proportion of this will be funded by the NHS as part of national financial arrangements for hospital discharges, but the Council is having to make investments into the care sector to ensure stability (the major element of which is a 10% resilience payment made to most providers of adult social care for much of the first quarter of the year to fund Personal Protective Equipment (PPE), additional staff costs, increased cleaning regimes and similar pressures), and is facing a severe impact on its delivery of savings programme.

At the end of May, Adult Services are forecast to be £6.3m overspent (3.6%), with around £5.8m of this directly linked to Covid-19.

The **Strategic Management – Adults** line is forecasting an overspend of £4.5m. This is the line that contains most of the 10% resilience payment referenced above (other than for LD services), as well as some projected under-delivery of savings due Covid-19 that cannot be apportioned specifically to other budgets.

**Autism and Adult Support** is facing pressures of around £114k from a small number of very high cost placements that are expected to start in the near future. The service overall supports a relatively low number of people, but has seen disproportionate rises in complexity of those needing and receiving care.

**The Learning Disability Partnership** is projected to overspend by around £638k, mainly due to the 10% market resilience payment outlined above and other covid pressures. Demand increases so far this year are broadly within levels budgeted for.

**Older People and Physical Disability Services, and Mental Health Services** are forecasting an overspend of £1.4m and an underspend of £-658k respectively. These services are facing pressures particular from the impact of Covid-19 on the delivery of savings. The emergency has resulted in a changing pattern of demand and re-prioritisation of some staff that has impact upon ongoing delivery of the Adults Positive Challenge Programme, and some other smaller savings initiatives will not take place until later in the year – this has particularly impacted on OP services. These pressures, while significant, are partially offset by lower levels of council funded residential and nursing care placements than budgeted for, largely due to national financial arrangements around hospital discharges during the emergency period which has resulted in considerably more NHS funded care placements – this has particularly been the case in Mental Health Services.

The **Executive Director** line is forecasting an overspend of £1.3m driven by expenditure on PPE for Council staff, around 90% of which relates to Adult Social Care staff.

## 1.4.2 Children's

Although the current levels of actual spend in relation to Covid-19 are still low within Children's there are a number of areas which are likely to result in significant increased costs as a result of the pandemic:

- Potential increase in staff costs resulting from an increase in the number of referrals leading to the need for assessments and longer term working with families within both early help and children's social care;
- Risks that some or all of anticipated savings targets in respect of budgets associated with children in care placement costs will not be achieved. This is because we expect a continuing placement shortage, meaning that unit costs are likely to increase. The effective launch of the Family Safeguarding approach in children's services has also been affected by Covid-19, with challenges in respect of recruiting and training adult practitioners. Family Safeguarding is associated with lower numbers of children in care, and delayed full implementation of the approach may mean that numbers in care do not fall as expected over the remainder of this financial year.

**Strategic Management – Children & Safeguarding** is currently reporting a forecast pressure of £150k. This is the current additional costs associated with the use of the Grafham Water Centre to provide temporary accommodation to vulnerable young people should we be unable to place a young person with challenging behaviour in suitable alternative during the Covid-19 crisis.

**The Children's Disability Service** is currently forecasting an over spend of £200k as a result of the need to increase individual care packages for children and young people with the highest level of needs as they have not been able to attend their special school and/or there is a reduction in their usual care packages due to staff shortages across our short breaks provisions during the pandemic.

## 1.4.3 Education

**The Outdoor Centres** are currently forecasting a £700k overspend. This is due to the loss of income as a result of Covid-19 closures of the centres until the end of the Summer Term.

**Cambridgeshire Music** is forecasting a £274k overspend. This is due to the loss of income directly from the impact of Covid-19 on the service to the end of Summer Term.

Within **0-19 Organisation and Planning**, the Attendance and Behaviour service is forecasting a £197k overspend. This is due to the decision by Government not to issue penalty notice fines or initiate any legal proceedings on parents relating to school attendance at least until the end of the Summer Term. The Education Safeguarding team have also seen a loss of income in the summer term due to the cancellation of training courses.

**Home to School Transport – Special** - A significant increase in transport costs in the latter part of 2019/20 has resulted in an opening pressure of £800k. While an increase in pupils receiving SEND Transport of 10% a year has been included within the budget, we have seen an increase in the average cost of transport per pupil in excess of available budget. This is as a result of price inflation as well as complexity of need meaning that more pupils require individual taxis, passenger assistants or a specialised vehicle. In two cases, private ambulances have had to be provided due to the severity of the children's medical needs following risk assessments undertaken by health and safety, and insurance colleagues.

**Home to School Transport – Mainstream** is forecasting an overspend of £200k. As reported in 2019/20 we are seeing significant increases in the costs being quoted for routes in some areas of the county. Where routes are procured at particularly high rates these are agreed on a short-term basis only with a view to reviewing and retendering at a later date in order to reduce spend where possible, however there is no guarantee that lower prices will be secured in future.

**Dedicated Schools Grant (DSG)** – An additional Appendix 1a has been added to provide a detailed breakdown of all DSG spend within P&C. The budget figures are net of recoupment for academies and high needs place funding, and as such are subject to change should more schools convert during the year.

Based on current available funding levels compared to the continuing increase in the number of children and young people with an EHCP, and the complexity of need of these young people the underlying pressure on the High Needs Block element of the DSG funded budgets is estimated to be in the region of £12.4m for 2020/21. This is prior to the implementation of any significant savings initiatives which form part of the SEND Recovery Plan, other than a reduction in funding devolved to secondary schools through the Behaviour and Attendance Improvement Partnerships (BAIP's) to be implemented from September. Due to Covid-19 it is likely that a number of the remaining savings initiatives will be delayed and as such savings not realised until later in the year.

When added to the existing DSG deficit of £16.6m brought forward from previous years the level potential deficit at the end of 2020/21 is significant. This is a ring-fenced grant and, as such, overspends do not currently affect the Council's bottom line however there is increasing scrutiny and challenge from the DfE to manage the deficit and evidence plans reduce spend. The level of deficit also impacts on the Council's overall cash-flow position and as such senior officers have written to the DfE on several occasions to request support in this matter. Based on the most recent response they are hoping to issue guidance in the next few weeks about processes for holding discussions with local authorities about DSG deficits.

#### **1.4.4 Communities and Safety**

**The Public Library service** is forecasting £248k overspend. This is Covid-19 loss of income relating to the closures of the library buildings.

**The Registration & Citizenship service** is forecasting a £550k under recovery of income, relating predominantly to marriage notice fees, marriage certificates and ceremony fees.

**The Coroners service** is forecasting £156k overspend. This is Covid-19 related and in the main due to the increased cost of post-mortems where Covid-19 is suspected.

**Think Communities** (previously Strengthening Communities) is forecasting a £315k overspend. This is due to costs incurred by the Covid-19 co-ordination and distribution hub including food parcels, and the running costs of the distribution centre in Alconbury.

## 2. Capital Executive Summary

### 2020/21 In Year Pressures/Slippage

The P&C Capital Plan for 2020/21 has reduced by £13.4m since the Business Plan was published, resulting in a revised budget of £48.3m. This significant reduction is due the combination of schemes being removed, delayed into future years, and savings made on the overall value of projects. The schemes with major variations of £1m or greater are listed below, with a more detailed explanation of the position given in [Appendix 3](#):

Scheme		2020/21 change (£000)	Overall Scheme Change (£000)
Chatteris New School	Combined	-6,850	-6,978
WING Development	Slipped	-6,279	0
Eastfield Infant and Westfield Junior Schools	Cost Saving	-4,036	-6,510
Cambourne Village College	Cost Saving	-1,343	-1,343
New secondary capacity to serve Wisbech	Slipped	-3,342	0
Cromwell Community College	Combined	6,131	6,978
Samuel Pepys Special School	Slipped	-1,322	0

### Funding

The following changes in funding for 2020/21 have occurred since the Business Plan was published:

- School Conditions Allocation government grant funding decreased by £418k
- Devolved formula capital grant for 2020/21 reduced by £19k.
- Capital Receipts reduced by £1k
- Prudential Borrowing reduced by £19.3m to account for savings and slippage on projects since the business plan was approved.
- Adjustment to carry forward funding increased by £7,251k of which £6,295k is funded by prudential borrowing, £1,400k roll forward of DFC grant and £444 reduction of SEN roll forward funding.

### Overall Capital Programme

Changes to the overall project cost of the capital plan total a reduction of £7.37m. The majority of this is due to the changes to the Eastfield/Westfield scheme (£6.5m) along with a £1.3m reduction in the overall cost of the Cambourne scheme. Future year changes will be managed through the 2021/22 Business Planning process.

Details of the currently forecasted capital variances can be found in appendix 3.

## 3. Savings Tracker Summary

The savings tracker is produced quarterly, and will be included in the FMR once per quarter, with the first one expected at the end of quarter 1.

## 4. Technical note

On a biannual basis, a technical financial appendix will be included as appendix 5. This appendix will cover:

- Grants that have been received by the service, and where these have been more or less than expected
- Budget movements (virements) into or out of P&C from other services (but not within P&C), to show why the budget might be different from that agreed by Full Council
- Service reserves – funds held for specific purposes that may be drawn down in-year or carried-forward – including use of funds and forecast draw-down.

## 5. Key Activity Data

The Actual Weekly Costs for all clients shown in section 2.5.1-2 are calculated based on all clients who have received a service, are receiving a service, or we plan will receive a service. Some clients will have ceased receiving a service in previous months, or during this month, or we will have assumed an end date in the future.

### 5.1 Children and Young People

5.1.1 Key activity data at the end of May 20 for **Children in Care Placements** is shown below:

	BUDGET				ACTUAL (May 20)				VARIANCE		
Service Type	No of placements Budgeted	Annual Budget	No. of weeks funded	Average weekly cost per head	Snapshot of No. of placements May 20	Yearly Average	Forecast Outturn	Average weekly cost per head	Yearly Average budgeted no. of placements	Net Variance to Budget	Average weekly cost diff +/-
Residential - disability	3	£455k	52	2,915.31	9	6.48	£1,143k	2,895.67	3.48	£688k	-19.64
Residential - secure accommodation	1	£376k	52	7,230.40	0	0.00	£k	0.00	-1.00	-£376k	-7,230.40
Residential schools	14	£1,736k	52	2,385.29	12	10.82	£1,319k	2,218.89	-3.18	-£418k	-166.40
Residential homes	38	£7,101k	52	3,593.39	36	34.54	£6,129k	3,482.17	-3.46	-£972k	-111.22
Independent Fostering	230	£10,171k	52	850.40	257	252.80	£11,227k	870.15	22.80	£1,056k	19.75
Supported Accommodation	25	£1,562k	52	1,201.87	28	21.45	£1,788k	1,393.76	-3.55	£226k	191.89
16+	5	£302k	52	1,162.16	8	6.16	£143k	408.79	1.16	-£159k	-753.37
Growth/Replacement	-	£k	-	-	-	-	£k	-	-	£k	-
Additional one off budget/actuals	-	£k	-	-	-	-	£k	-	-	£k	-
Mitigations required	0	£k	0	0.00	0	0.00	£k	0.00	-	£k	0.00
<b>TOTAL</b>	<b>316</b>	<b>£21,703k</b>			<b>350</b>	<b>332.25</b>	<b>£21,749k</b>		<b>16.25</b>	<b>£46K</b>	
In-house fostering - Basic	225	£2,347k	56	186.30	209	209.00	£2,347k	184.80	-16	£k	-1.50
In-house fostering - Skills	225	£2,351k	52	200.94	209	209.00	£2,351k	199.75	-16	£k	-1.19
Kinship - Basic	40	£452k	56	201.84	29	29.00	£452k	202.54	-11	£k	0.70
Kinship - Skills	11	£52k	52	90.35	29	29.00	£52k	90.75	18	£k	0.40
<b>TOTAL</b>	<b>265</b>	<b>£5,202k</b>			<b>238</b>	<b>238.00</b>	<b>£5,202k</b>		<b>-27</b>	<b>£k</b>	
Adoption Allowances	110	£1,210k	52	211.59	96	97.54	£1,210k	191.28	-12.46	£k	-20.31
Special Guardianship Orders	320	£2,412k	52	144.95	303	306.80	£2,412k	140.52	-13.2	£k	-4.43
Child Arrangement Orders	86	£712k	52	159.26	67	71.79	£712k	152.03	-14.21	£k	-7.23
Concurrent Adoption	5	£46k	52	175.00	2	2.00	£46k	175.00	-3	£k	0.00
<b>TOTAL</b>	<b>521</b>	<b>£4,380k</b>			<b>468</b>	<b>478.13</b>	<b>£4,380k</b>		<b>-12.46</b>	<b>£k</b>	
<b>OVERALL TOTAL</b>	<b>1,102</b>	<b>£31,285k</b>			<b>1056</b>	<b>1,048.38</b>	<b>£31,331k</b>		<b>-23.21</b>	<b>£46k</b>	

#### NOTES:

In house Fostering and Kinship basic payments fund 56 weeks as carers receive two additional weeks payment during the Summer holidays and one additional week each for Christmas and birthday. Balanced budget forecast on fostering/kinship/adoption/SGO/CAO lines as data still being loaded onto new financial system

## 5.1.2 Key activity data at the end of May 20 for **SEN Placements** is shown below:

The following key activity data for SEND covers 5 of the main provision types for pupils with EHCPs.

Budgeted data is based actual data at the close of 2019/20 and an increase in pupil numbers over the course of the year.

Actual data is based on a snapshot of provision taken at the end of the month and reflect current numbers of pupils and average cost

Provision Type	BUDGET				ACTUAL (May 20)					FORECAST	
	No. pupils	Expected in-year growth	Average annual cost per pupil (£)	Budget (£000) (excluding academy recoupment)	No. Pupils as of May		% growth used	Average annual cost per pupils as of May		Forecast spend (£)	Variance (£)
					Actual	Variance		Actual (£)	Variance (£)		
Mainstream top up *	1,700	155	8,070	13,163	1,644	-56	64%	8,072	2	13,163	0
Special School **	1,305	119	10,509	20,623	1,244	-61	49%	10,324	-185	20,623	0
HN Unit **	168	0	13,850	3,868	171	3	n/a	14,055	205	3,868	0
Out of School Tuition	90	0	45,600	4,084	99	9	n/a	43,931	-1,669	4,084	0
SEN Placement (all) ***	203	13	53,087	10,757	207	4	134%	43,012	-10,075	10,757	0
<b>Total</b>	<b>3,791</b>	<b>286</b>	<b>-</b>	<b>52,494</b>	<b>3,365</b>	<b>-99</b>	<b>65.30%</b>	<b>-</b>	<b>-</b>	<b>52,494</b>	<b>0</b>

\* LA cost only

\*\* Excluding place funding

\*\*\* Education contribution only

## 5.2 Adults

In the following key activity data for Adults & Safeguarding, the information given in each column is as follows:

- Budgeted number of care packages: this is the number of full-time equivalent (52 weeks) service users anticipated at budget setting
- Budgeted average unit cost: this is the planned unit cost per service user per week, given the budget available
- Actual care packages and cost: these figures are derived from a snapshot of the commitment record at the end of the month and reflect current numbers of service users and average cost

A consistent format is used to aid understanding, and where care types are not currently used in a particular service those lines are greyed out.

The direction of travel compares the current month's figure with the previous month.

This information will include any placements made that are directly or indirectly linked to Covid-19, other than a number of newly commissioned Covid block beds. These 240 beds have been commissioned through joint arrangements with the NHS to support hospital discharges and are fully reimbursed by the NHS. This may result in the number of placements in residential and nursing care in May in the below tables appear lower.



## 5.2.1 Key activity data at the end of May 20 for the **Learning Disability Partnership** is shown below:

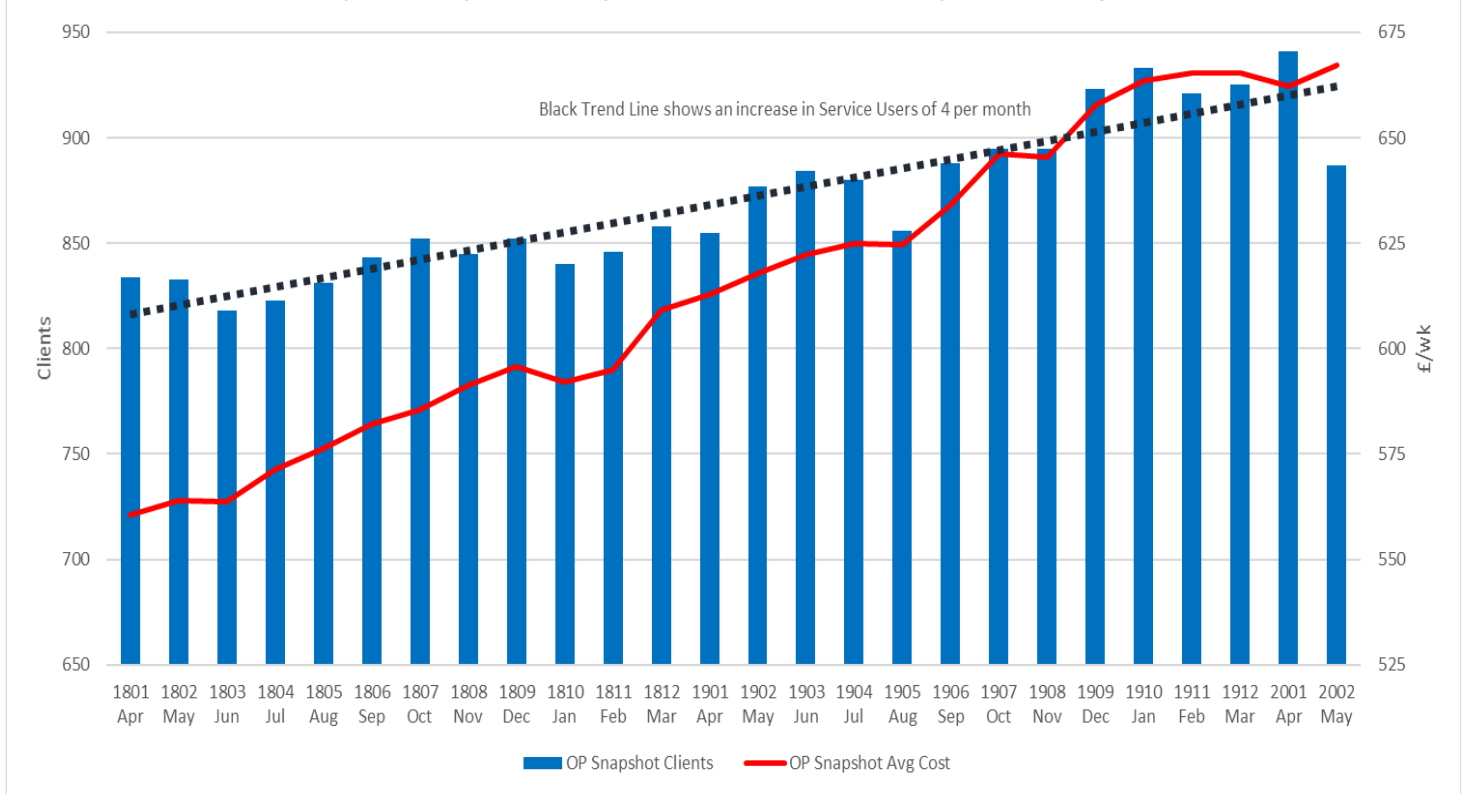
Learning Disability Partnership	BUDGET			ACTUAL (May 20/21)				Forecast		
Service Type	Expected No. of Care Packages 2020/21	Budgeted Average Unit Cost (per week)	Annual Budget	Current Care Packages	D o T	Current Average Unit Cost (per week)	D o T	Forecast Actual	D o T	Variance
Accommodation based										
~ Residential	256	£1,684	£22,956k	255	↓	£1,683	↓	£23,104k	↑	£148k
~ Residential Dementia										
~ Nursing	7	£1,918	£723k	7	↔	£1,918	↔	£721k	↓	-£2k
~ Nursing Dementia										
~ Respite	43	£169	£415k	43	↔	£159	↓	£411k	↓	-£4k
Community based										
~ Supported Living	436	£1,238	£30,485k	432	↓	£1,233	↓	£30,608k	↑	£123k
~ Direct payments	432	£423	£8,719k	433	↑	£456	↑	£9,154k	↑	£435k
~ Live In Care	16	£1,969	£1,633k	16	↔	£2,075	↑	£1,652k	↑	£19k
~ Day Care	441	£177	£4,263k	441	↔	£175	↓	£4,171k	↓	-£92k
~ Other Care	49	£45	£1,017k	48	↓	£46	↑	£1,001k	↓	-£16k
~ Homecare	394	Per Hour £17.85	£6,190k	389	↑	Per Hour £17.87		£6,203k	↑	£14k
Total In Year Expenditure			£76,400k					£77,026k		£626k
Care Contributions			-£4,322k					-£4,394k	↑	-£72k
Health Income										
Total In Year Income			-£4,322k					-£4,394k		-£72k
Inflation Funding to be applied										£k
Forecast total in year care costs										£554k

The LDP includes service-users that are fully funded by the NHS, who generally have very high needs and therefore costly care packages

## 5.2.2 Key activity data at the end of May 20 for **Older People's (OP)** Services is shown below:

Older People	BUDGET			ACTUAL (May 20/21)				Forecast		
Service Type	Expected No. of Care Packages 2020/21	Budgeted Average Unit Cost (per week)	Annual Budget	Current Care Packages	D o T	Current Average Unit Cost (per week)	D o T	Forecast Actual	D o T	Variance
Accommodation based										
~ Residential	477	£611	£16,465k	437		£596		£16,090k		-£375k
~ Residential Dementia	438	£625	£15,477k	420		£631		£16,369k		£893k
~ Nursing	278	£711	£11,333k	271		£704		£11,231k		-£102k
~ Nursing Dementia	143	£850	£6,970k	119		£821		£5,755k		-£1,215k
~ Respite			£882k					£1,120k		£237k
Community based										
~ Supported Living	355	£115	£5,555k	349		£140		£5,594k		£39k
~ Direct payments	183	£321	£2,734k	179		£346		£2,746k		£12k
~ Live In Care	25	£805	£1,095k	28		£790		£1,156k		£61k
~ Day Care	127	£67	£614k	112		£67		£803k		£188k
~ Other Care	7	£30	£107k	6		£35		£105k		-£2k
~ Homecare	1,115	210	£12,013k	1,129		£217		£12,228k		£215k
		Per Hour £17.18				Per Hour £17.24				
Total In Year Expenditure			£73,244k					£73,197k		-£48k
Care Contributions			-£20,471k					-£19,989k		£482k
Health Income			£k							
Total In Year Income			-£20,471k					-£19,989k		£482k
Inflation Funding to be applied										
Forecast total in year care costs			£52,774k					£53,208k		£434k

OP Spot Activity and Weekly Cost for Care Homes from April 2018 - May 2020



5.2.3 Key activity data at the end of May 20 for **Physical Disabilities (OP)** Services is shown below:

Physical Disabilities	BUDGET			ACTUAL (May 20/21)				Forecast		
Service Type	Expected No. of Care Packages 2020/21	Budgeted Average Unit Cost (per week)	Annual Budget	Current Care Packages	Current D o T	Current Average Unit Cost (per week)	Current D o T	Forecast Actual	D o T	Variance
Accommodation based										
~ Residential	35	£1,040	£1,729k	31		£980		£1,603k		£126k
~ Residential Dementia	2	£700	£73k	2		£700		£73k		£k
~ Nursing	38	£968	£1,954k	37		£969		£1,928k		£27k
~ Nursing Dementia	2	£776	£81k	2		£776		£81k		£k
~ Respite			£75k					£177k		£101k
Community based										
~ Supported Living	27	£253	£276k	29		£357		£308k		£32k
~ Direct payments	290	£374	£5,264k	289		£410		£5,181k		£83k
~ Live In Care	33	£818	£1,448k	33		£826		£1,427k		£21k
~ Day Care	28	£84	£121k	27		£83		£114k		£7k
~ Other Care	1	£60	£1k	1		£60		£k		£1k
~ Homecare	303	220.86	£3,482k	313		£232		£3,854k		£372k
		Per Hour £17.22				Per Hour £17.26				
Total In Year Expenditure			£14,504k					£14,744k		£240k
Care Contributions			-£1,946k					-£1,699k		£246k
Health Income			-£450k					-£450k		£k
Total In Year Income			-£2,396k					-£2,149k		£246k
										£k
Inflation and Uplifts										£k
Forecast total in year care costs			£12,109k					£12,595k		£486k

**5.2.4** Key activity data at the end of May 20 for **Older People Mental Health (OPMH)** Services is shown below:

Older People Mental Health	BUDGET			ACTUAL (May 20/21)				Forecast		
Service Type	Expected No. of Care Packages 2020/21	Budgeted Average Unit Cost (per week)	Annual Budget	Current Care Packages	D o T	Current Average Unit Cost (per week)	D o T	Forecast Actual	D o T	Variance
Accommodation based										
~Residential	26	£689	£974k	25	↓	£684	↓	£964k	↓	-£11k
~Residential Dementia	18	£654	£606k	16	↓	£664	↑	£599k	↓	-£7k
~Nursing	21	£740	£991k	21	↔	£730	↓	£783k	↓	-£208k
~Nursing Dementia	76	£839	£3,245k	61	↑	£816	↓	£2,818k	↓	-£426k
~Respite	0	£0	£k	0	↔	£0	↔	£k	↔	£k
Community based										
~Supported Living	4	£487	£107k	4	↔	£487	↔	£106k	↓	-£1k
~Direct payments	7	£200	£70k	7	↔	£207	↑	£81k	↑	£12k
~Live In Care	5	£1,124	£293k	5	↔	£1,124	↔	£293k	↔	£k
~Day Care	5	£30	£8k	3	↓	£60	↑	£13k	↑	£6k
~Other Care	0	£0	£24k	0	↔	£0	↔	£23k	↓	-£1k
~Homecare	46	£181	£412k	39	↓	£189	↑	£442k	↑	£30k
		Per Hour £16.93				Per Hour £17.34				
Total In Year Expenditure			£6,729k					£6,123k		-£606k
Care Contributions			-£960k					-£960k		£k
Health Income			£k					£k		£k
Total In Year Income			-£960k					-£960k		£k
Forecast total in year care costs			£5,768k					£5,162k		-£606k

**5.2.5** Key activity data at the end of May 20 for **Adult Mental Health** Services is shown below:

Adult Mental Health	BUDGET			ACTUAL (May 20/21)				Forecast		
Service Type	Expected No. of Care Packages 2020/21	Budgeted Average Unit Cost (per week)	Annual Budget	Current Care Packages	D o T	Current Average Unit Cost (per week)	D o T	Forecast Actual	D o T	Variance
Accommodation based										
~Residential	57	£775	£2,291k	55	↓	£781	↑	£2,273k	↓	-£18k
~Residential Dementia	6	£782	£239k	6	↔	£782	↔	£239k	↔	£k
~Nursing	13	£705	£422k	10	↓	£688	↓	£376k	↓	-£46k
~Nursing Dementia	2	£755	£102k	3	↑	£666	↓	£102k	↔	£k
~Respite	0	£0	£k	0	↔	£0	↔			£k
Community based										
~Supported Living	119	£122	£761k	113	↓	£124	↑	£769k	↑	£8k
~Direct payments	14	£350	£278k	14	↔	£384	↑	£279k	↑	£1k
~Live In Care	2	£970	£102k	2	↔	£970	↔	£102k	↔	£k
~Day Care	3	£55	£11k	3	↔	£55	↔	£11k	↔	£k
~Other Care	0	£0	£16k	0	↔	£0	↔	£13k	↓	-£3k
~Homecare	57	£125	£396k	56	↓	£132	↑	£406k	↑	£10k
		Per Hour £22.93				Per Hour £22.89				
Total In Year Expenditure			£4,619k					£4,570k		-£49k
Care Contributions			-£350k					-£350k		£k
Health Income			£k					£k		£k
Total In Year Income			-£350k					-£350k		£k
Forecast total in year care costs			£4,269k					£4,220k		-£49k

## APPENDIX 1 – P&C Service Level Financial Information

Forecast Outturn Variance (Previous)  £'000	Service		Budget 2020/21  £'000	Actual May 20  £'000	Outturn Variance  £'000   %	
Adults & Safeguarding Directorate						
0	1	Strategic Management - Adults	-7,409	11,204	4,547	61%
0		Transfers of Care	1,901	322	0	0%
0		Prevention & Early Intervention	9,010	1,576	41	0%
0		Principal Social Worker, Practice and Safeguarding	1,300	221	46	4%
0	2	Autism and Adult Support	1,219	126	114	9%
0		Carers	150	9	0	0%
<u>Learning Disability Partnership</u>						
0	3	Head of Service	5,673	194	644	11%
0		LD - City, South and East Localities	36,905	7,173	-197	-1%
0		LD - Hunts & Fenland Localities	30,098	5,584	146	0%
0		LD - Young Adults	8,313	1,395	195	2%
0		In House Provider Services	7,135	1,159	38	1%
0		NHS Contribution to Pooled Budget	-20,272	0	-189	-1%
0	Learning Disability Partnership Total		67,851	15,505	638	1%
<u>Older People and Physical Disability Services</u>						
0	4	Physical Disabilities	12,529	3,071	472	4%
0	5	OP - City & South Locality	22,751	5,279	431	2%
0	5	OP - East Cambs Locality	9,107	1,761	-247	-3%
0	5	OP - Fenland Locality	10,716	2,201	594	6%
0	5	OP - Hunts Locality	13,372	3,051	205	2%
0	Older People and Physical Disability Total		68,475	15,363	1,454	2%
<u>Mental Health</u>						
0	6	Mental Health Central	1,863	259	0	0%
0	6	Adult Mental Health Localities	5,504	1,031	-49	-1%
0	6	Older People Mental Health	6,271	1,016	-609	-10%
0	Mental Health Total		13,638	2,306	-658	-5%
0	Adults & Safeguarding Directorate Total		156,135	46,632	6,181	4%
Commissioning Directorate						
0		Strategic Management –Commissioning	235	151	-0	0%
0		Access to Resource & Quality	1,249	210	0	0%
0		Local Assistance Scheme	300	69	0	0%
<u>Adults Commissioning</u>						
0		Central Commissioning - Adults	12,069	-2,653	82	1%
0		Integrated Community Equipment Service	1,070	546	0	0%
0		Mental Health Commissioning	3,737	746	32	1%
0	Adults Commissioning Total		16,877	-1,361	114	1%

Forecast Outturn Variance (Previous) £'000	Service	Budget 2020/21 £'000	Actual May 20 £'000	Outturn Variance £'000   %	
	<u>Children's Commissioning</u>				
0	Children in Care Placements	21,703	1,939	0	0%
0	Commissioning Services	245	0	0	0%
<b>0</b>	<b>Children's Commissioning Total</b>	<b>21,948</b>	<b>1,939</b>	<b>0</b>	<b>0%</b>
<b>0</b>	<b>Commissioning Directorate Total</b>	<b>40,608</b>	<b>1,008</b>	<b>114</b>	<b>0%</b>
	<b>Communities &amp; Partnerships Directorate</b>				
0	Strategic Management - Communities & Partnerships	219	46	0	0%
0 7	Public Library Services	3,445	628	248	7%
0	Cambridgeshire Skills	2,313	588	39	2%
0	Archives	367	43	0	0%
0	Cultural Services	311	13	0	0%
0 8	Registration & Citizenship Services	-641	86	550	86%
0 9	Coroners	1,533	494	156	10%
0	Trading Standards	694	185	0	0%
0	Youth Offending Service	2,127	107	0	0%
0	Domestic Abuse and Sexual Violence Service	845	-159	0	0%
0 10	Think Communities	492	158	315	64%
0	Youth and Community Services	391	-371	0	0%
<b>0</b>	<b>Communities &amp; Safety Directorate Total</b>	<b>12,097</b>	<b>1,817</b>	<b>1,308</b>	<b>11%</b>
	<b>Children &amp; Safeguarding Directorate</b>				
0 11	Strategic Management – Children & Safeguarding	3,055	355	150	5%
0	Partnerships and Quality Assurance	2,360	281	-0	0%
0	Children in Care	16,490	1,835	0	0%
0	Integrated Front Door	2,012	381	0	0%
0 12	Children's Disability Service	6,699	1,672	200	3%
0	Children's Centre Strategy	10	43	0	0%
0	Support to Parents	1,125	-331	0	0%
0	Adoption Allowances	6,143	505	0	0%
0	Legal Proceedings	2,009	160	0	0%
	<u>District Delivery Service</u>				
0	Safeguarding Hunts and Fenland	3,777	593	0	0%
0	Safeguarding East + South Cambs & Cambridge	5,148	699	0	0%
0	Early Help District Delivery Service –North	5,192	595	-0	0%
0	Early Help District Delivery Service – South	4,683	604	0	0%
<b>0</b>	<b>District Delivery Service Total</b>	<b>18,800</b>	<b>2,491</b>	<b>0</b>	<b>0%</b>
<b>0</b>	<b>Children &amp; Safeguarding Directorate Total</b>	<b>58,704</b>	<b>7,391</b>	<b>350</b>	<b>1%</b>

Forecast Outturn Variance (Previous) £'000	Service		Budget 2020/21 £'000	Actual May 20 £'000	Outturn Variance £'000   %	
Education Directorate						
0		Strategic Management - Education	2,261	-1,041	0	0%
0		Early Years' Service	2,257	494	82	4%
0		School Improvement Service	1,153	55	67	6%
0		Schools Partnership service	566	272	-17	-3%
0	13	Outdoor Education (includes Grafham Water)	-77	101	700	908%
0	14	Cambridgeshire Music	0	249	274	102314%
0		Redundancy & Teachers Pensions	2,896	752	0	0%
SEND Specialist Services (0-25 years)						
0		SEND Specialist Services	10,771	1,509	0	0%
0		Funding for Special Schools and Units	23,669	4,401	0	0%
0		High Needs Top Up Funding	22,641	1,691	0	0%
0		Special Educational Needs Placements	11,306	1,835	0	0%
0		Out of School Tuition	4,084	14	0	0%
0	15	Alternative Provision and Inclusion	5,666	75	-307	-5%
0	16	SEND Financing – DSG	-12,744	0	12,744	100%
0		SEND Specialist Services (0 - 25 years) Total	65,392	9,523	12,437	19%
Infrastructure						
0	17	0-19 Organisation & Planning	3,268	492	287	9%
0		Education Capital	179	-38	0	0%
0	18	Home to School Transport – Special	12,014	519	800	7%
0		Children in Care Transport	1,785	46	0	0%
0	19	Home to School Transport – Mainstream	9,481	430	200	2%
0		0-19 Place Planning & Organisation Service Total	26,726	1,449	1,287	5%
0		Education Directorate Total	101,174	11,854	14,830	15%
Executive Director						
0	20	Executive Director	993	406	1,330	134%
0		Central Financing	91	0	0	0%
0		Executive Director Total	1,083	406	1,330	123%
0		Total	369,801	69,109	24,113	7%
Grant Funding						
0	21	Financing DSG	-69,526	-13,660	-12,437	-18%
0		Non Baselined Grants	-25,328	-9,738	0	0%
0		Grant Funding Total	-94,854	-23,399	-12,437	13%
0		Net Total	274,947	45,710	11,676	4%

# APPENDIX 1a – Dedicated Schools Grant (DSG) Summary FMR

Forecast Outturn Variance (Previous)  £'000	Service	Budget 2020/21  £'000	Actual May 20  £'000	Outturn Variance  £'000   %	
Commissioning Directorate					
	Children's Commissioning				
0	Commissioning Services	245	0	0	0%
0	Children's Commissioning Total	245	0	0	0%
0	Commissioning Directorate Total	245	0	0	0%
Children & Safeguarding Directorate					
	District Delivery Service				
0	Early Help District Delivery Service –North	733	38	0	0%
0	Early Help District Delivery Service – South	6	27	0	0%
0	District Delivery Service Total	739	65	0	0%
0	Children & Safeguarding Directorate Total	739	65	0	0%
Education Directorate					
0	Early Years' Service	1,518	248	0	0%
0	Schools Partnership service	150	0	0	0%
0	Redundancy & Teachers Pensions	0	0	0	0%
	SEND Specialist Services (0-25 years)				
0	SEND Specialist Services	7,826	912	0	0%
0	Funding for Special Schools and Units	23,669	4,401	0	0%
0	High Needs Top Up Funding	22,641	1,691	0	0%
0	Special Educational Needs Placements	11,306	1,835	0	0%
0	Out of School Tuition	4,084	14	0	0%
0	<sup>15</sup> Alternative Provision and Inclusion	5,591	49	-307	-5%
0	<sup>16</sup> SEND Financing – DSG	-12,744	0	12,744	100%
0	SEND Specialist Services (0 - 25 years) Total	62,371	8,900	12,437	20%
	Infrastructure				
0	0-19 Organisation & Planning	2,602	277	0	0%
0	Home to School Transport – Special	400	0	0	0%
0	0-19 Place Planning & Organisation Service Total	3,002	277	0	0%
0	Education Directorate Total	67,041	9,425	12,437	19%
0	Total	68,026	9,489	12,437	18%
0	Contribution to Combined Budgets	1,500	1,500	0	0%
Schools					
0	Primary and Secondary Schools	118,557	19,569	0	0%
0	Nursery Schools and PVI	36,765	9,287	0	0%
0	Schools Financing	-224,848	-31,389	0	0%
0	Pools and Contingencies	0	24	0	0%
0	Schools Total	-69,526	-2,509	0	0%
0	Overall Net Total	0	8,481	12,437	0%

## APPENDIX 2 – Service Commentaries on Forecast Outturn Position

Narrative is given below where there is an adverse/positive variance greater than 2% of annual budget or £100,000 whichever is greater for a service area.

Service	Budget 2020/21	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>1) Strategic Management – Adults</b>	<b>-7,409</b>	<b>11,204</b>	<b>4,547</b>	<b>61%</b>
<p>The forecast overspend for this line consists mainly of two elements:</p> <ul style="list-style-type: none"> <li>The 10% market resilience payment agreed by <a href="#">Adults Committee in May</a> covering the period from 20<sup>th</sup> of April to 30<sup>th</sup> of June 2020. This payment is being made to most providers of social care funded by the Council, and reflects additional cost pressures that the sector is facing as a result of the Covid emergency(PPE, additional staffing, increasing cleaning etc)</li> <li>The anticipated impact on delivery of in-year savings through the Adults Positive Challenge Programme as a result of the Covid emergency. The additional demands faced during the emergency period have resulted in a lower level of demand management activity than would otherwise have taken place.</li> </ul>				
<b>2) Autism and Adult Support</b>	<b>1,219</b>	<b>126</b>	<b>114</b>	<b>9%</b>
<p>An overspend of £114k is forecast on the Autism &amp; Adult Support budget for 2020/21. This opening pressure on the budget is due to a small number of high cost placements made towards the end of 2019/20 for service users with complex needs, which we are seeing the full year effect of in 2020/21.</p> <p>The Autism &amp; Adult Support service has a low number of service users in comparison to the other client groups within Adult Social Care. Primarily placements are low cost by comparison with other client groups, and enable service users to remain in the community with support. However, because it is a small service, any highly specialised residential packages for service users with complex needs have a large impact on its budget.</p>				
<b>3) Learning Disability Head of Service</b>	<b>5,673</b>	<b>194</b>	<b>644</b>	<b>11%</b>
<p>The Learning Disability Partnership (LDP) is forecasting an overspend of £827k for 2020/21, of which the council's share is £638k. The majority of this overspend (£644k) is due to the impact of covid 19 on the LDP's finances. £539k is committed in a 10% covid resilience payment to care providers and on service users' direct payments for the first three months of the year. This is to support providers with increased costs they have experienced, such as for PPE and covering sickness among care staff, as a result of the coronavirus pandemic.</p> <p>It is also anticipated that due to coronavirus delaying our work on savings delivery as staff resource is diverted elsewhere, 25% of our savings target in this year's budget will be unachieved. This amounts to £105k.</p> <p>In addition to this, there is a further £182k underlying overspend on the LDP, which cannot be directly linked to covid 19. However, it is largely due to an increase in assessed need for a number of service users' packages, which could be indirectly linked to the coronavirus pandemic.</p>				



Service	Budget 2020/21	Actual	Outturn Variance	
	£'000		£'000	%
<b>4) Physical Disabilities</b>	<b>12,529</b>	<b>3,071</b>	<b>472</b>	<b>4%</b>
<p>Physical Disability Services are reporting an overspend of £472k. The service has provided increased volumes of community-based support to clients since the start of the financial year which has resulted in higher than budgeted spend.</p> <p>The Council's response to the Covid pandemic has included reprioritising the activities of preventative services and this is expected to have an adverse effect on demand for social care during the course of the pandemic. An estimate of the resulting pressure has been incorporated into the forecast position.</p>				
<b>5) Older People</b>	<b>55,946</b>	<b>12,292</b>	<b>982</b>	<b>2%</b>
<p>Older People's Services are reporting an overspend of £982k.</p> <p>The Council's response to the Covid pandemic has included reprioritising the activities of preventative services and this is expected to have an adverse effect on demand for social care during the course of the pandemic. This is currently being reflected though increased levels of community-based care provided since the start of the financial year. Conversely, the Covid pandemic is having a significant impact on existing clients with the most acute needs placed in care homes, resulting in a notable decrease in placements.</p> <p>New placements out of hospital or to facilitate avoidance of admission into hospital are being funded through NHS England as continuing health care in the short term, and it is expected that clients with assessed social care needs will return to local authority funding streams once the immediate crisis is over. A provision has been made for this future commitment within the Older People's Service forecast.</p>				
<b>6) Mental Health Services</b>	<b>13,628</b>	<b>2,306</b>	<b>-658</b>	<b>-5%</b>
<p>Mental Health Services are reporting an underspend of £658k. The Covid pandemic is having a significant impact on existing elderly clients with the most acute mental health needs, and this is reflected in the May forecast position.</p> <p>New placements out of hospital or to facilitate avoidance of admission into hospital are being funded through NHS England as continuing health care in the short term, and it is expected that clients with assessed mental health social care needs will return local authority funding streams once the immediate crisis is over. A general provision has been made for this future commitment within the Older People's Service, and work will be undertaken to further refine and apportion this across relevant client groups in due course.</p>				
<b>7) Public Library Services</b>	<b>3,445</b>	<b>628</b>	<b>248</b>	<b>7%</b>
<p>The Public Library service is forecasting a £248k overspend by the end of 2020/21. This is a Covid-19 loss of income relating to the closures of the library buildings.</p>				
<b>8) Registration &amp; Citizenship Services</b>	<b>-641</b>	<b>86</b>	<b>550</b>	<b>86%</b>
<p>The Registration &amp; Citizenship service is forecasting a £550k under recovery of income in 2020/21, relating predominantly to marriage notice fees, marriage certificates and ceremony fees.</p>				
<b>9) Coroners</b>	<b>1,533</b>	<b>494</b>	<b>156</b>	<b>10%</b>
<p>The Coroners service is forecasting a £156k overspend by the end of 2020/21. This is Covid-19 related</p>				
<b>10) Think Communities</b>	<b>492</b>	<b>158</b>	<b>315</b>	<b>64%</b>
<p>Think Communities (previously Strengthening Communities) is forecasting a £315k overspend in 2020/21. This is due to costs incurred by the Covid-19 co-ordination and distribution hub including food parcels, and the running costs of the distribution centre in Alconbury.</p>				

Service	Budget 2020/21	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>11) Strategic Management - Children &amp; Safeguarding</b>	<b>3,055</b>	<b>355</b>	<b>150</b>	<b>5%</b>
<p>Recharge for the use of Grafham Water Centre as a contingency for temporary placements of Children in Care between April and August 2020. The Covid 19 crisis in some circumstances is exacerbating already fragile placements, and as a result we are seeing more placements ending in an unplanned way. Grafham has been identified as a suitable placement location for emergency placement of Children in Care whose placements have come to an unplanned end, and where no alternative placement exists.</p>				
<b>12) Children's Disability Service</b>	<b>6,699</b>	<b>1,672</b>	<b>200</b>	<b>3%</b>
<p>The Children's Disability Service is forecasting an over spend of £200k.</p> <p>As a result of the Covid-19 pandemic we have needed to increase individual care packages for children and young people with the highest level of needs as they have been unable to attend their special school and/or there is a reduction in their usual care packages due to staff shortages across our short breaks provisions.</p>				
<b>13) Outdoor Education (includes Grafham Water)</b>	<b>-77</b>	<b>101</b>	<b>700</b>	<b>908%</b>
<p>The Outdoor Centres are forecasting a £700k overspend at the end of 2020/21. This is due to the loss of income as a result of Covid-19 closures of the centres until the end of the Summer Term and allows for any reduction in costs due to staff being furloughed where appropriate.</p>				
<b>14) Cambridgeshire Music</b>	<b>0</b>	<b>249</b>	<b>274</b>	<b>-%</b>
<p>Cambridgeshire Music is forecasting a £274k overspend at the end of 20/21. This is due to the loss of income directly from the impact of Covid-19 on the service to the end of Summer Term.</p>				
<b>15) Alternative Provision and Inclusion</b>	<b>5,666</b>	<b>75</b>	<b>-307</b>	<b>-5%</b>
<p>As part of the SEND Recovery Plan, which seeks to reduce the deficit on the High Needs Block, a reduction of 10% has been applied to the annual funding devolved to secondary schools through the Behaviour and Attendance Improvement Partnerships (BAIP's). The reduction will be applied from the start of the new Academic Year; the forecast underspend therefore reflects the part year impact of this reduction.</p>				
<b>16) SEND Financing – DSG</b>	<b>-12,744</b>	<b>0</b>	<b>12,744</b>	<b>100%</b>
<p>The SEND service are starting the year with an estimated £12.7m underlying pressure on the High Needs Block of the Dedicated Schools Grant (DSG). This is in addition to the cumulative deficit carried forward on the DSG which stood at £16.6m at the end of 2019/20.</p> <p>Between April 2019 and March 2020 we saw an increase in the number of pupils with EHCPs of 454 (10.4%) taking the total number of pupils with EHCPs to 4,803. This continued growth, along with an increase in complexity of need, has resulted in a pressure on all demand-led elements of the service.</p> <p>There is a ring-fenced grant and, as such, overspends do not currently affect the Council's bottom line, however there is increasing scrutiny and challenge from the DfE to manage the deficit and evidence plans to reduce spend.</p>				

Service	Budget 2020/21	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>17) 0-19 Organisation &amp; Planning</b>	<b>3,268</b>	<b>492</b>	<b>287</b>	<b>9%</b>
<p>The Attendance and Behaviour service is forecasting a £197k overspend by the end of 20/21. This is due to the decision by Government not to issue penalty notice fines or initiate any legal proceedings on parents relating to school attendance at least until the end of the Summer Term.</p> <p>The Education Safeguarding team have also seen a loss of income in the summer term due to the cancellation of training courses.</p>				
<b>18) Home to School Transport - Special</b>	<b>12,014</b>	<b>519</b>	<b>800</b>	<b>7%</b>
<p>A significant increase in transport costs in the latter part of 2019/20 has resulted in an opening pressure of £800k on the Home to School Transport – Special budget in 2020/21. While an increase in pupils receiving SEND Transport of 10% a year has been included within the budget, we have seen an increase in the average cost of transport per pupil in excess of available budget. This is as a result of price inflation as well as complexity of need meaning that more pupils require individual taxis, passenger assistants or a specialised vehicle. In two cases, private ambulances have had to be provided due to the severity of the children's medical needs following risk assessments undertaken by health and safety, and insurance colleagues.</p> <p>Workstreams to reduce the pressure due to be implemented in 2020/21 include</p> <ul style="list-style-type: none"> <li>• A programme of Independent Travel Training</li> <li>• Introduction of a Dynamic Purchasing System to increase market competition</li> <li>• A review of all routes with a view to optimize them where possible</li> </ul>				
<b>19) Home to School Transport – Mainstream</b>	<b>9,481</b>	<b>430</b>	<b>200</b>	<b>2%</b>
<p>Home to School Transport – Mainstream is forecasting an overspend of £200k in 2020/21. As reported in 2019/20 we are seeing significant increases in the costs being quoted for routes in some areas of the county. Where routes are procured at particularly high rates these are agreed on a short-term basis only with a view to reviewing and retendering at a later date in order to reduce spend where possible, however there is no guarantee that lower prices will be secured in future.</p> <p>A Dynamic Purchasing System is due to be implemented this year in order to increase market competition which should help to reduce some of these costs. In addition to this, a review of existing routes will be undertaken with a view to optimization.</p>				
<b>20) Executive Director</b>	<b>993</b>	<b>406</b>	<b>1,330</b>	<b>134%</b>
<p>An overspend is being forecast in relation to the purchase of Personal Protective Equipment (PPE) for use by CCC staff, in order to comply with government and Public Health England guidance for the protection of front-line workers during the Covid 19 pandemic. Spend has been approximately £200k per month for April and May, with the expectation that it will continue at that rate for several more months before tapering downwards. Some funding is being provided by the NHS to fund PPE in the Council's Reablement service where required where supporting a hospital discharge.</p>				
<b>21) Financing DSG</b>	<b>-69,526</b>	<b>-13,660</b>	<b>-12,437</b>	<b>-15%</b>
<p>Within P&amp;C, spend of £69.5m is funded by the ring fenced Dedicated Schools Grant. Pressures on SEND Financing (£12.7m) and savings within Alternative Provision and Inclusion (-£0.3m) will be carried forward as a deficit on the DSG.</p> <p>The final DSG balance brought forward from 2019/20 was a deficit of £18.2m.</p>				

## APPENDIX 3 – Capital Position

### 3.1 Capital Expenditure

2020/21					TOTAL SCHEME	
Original 2020/21 Budget as per BP £'000	Scheme	Revised Budget for 2020/21 £'000	Actual Spend (May) £'000	Outturn Variance (May) £'000	Total Scheme Revised Budget £'000	Total Scheme Forecast Variance £'000
	<b>Schools</b>					
28,582	Basic Need - Primary	13,333	-381	-75	168,671	0
14,408	Basic Need - Secondary	12,671	-108	1	310,934	0
269	Basic Need - Early Years	1,297	1	0	7,119	0
0	Adaptations	1	0	-1	351	0
2,500	Conditions Maintenance	3,832	14	0	25,332	0
813	Devolved Formula Capital	2,194	0	0	10,031	0
4,450	Specialist Provision	2,951	29	-1	19,520	0
2,150	Site Acquisition and Development	2,150	339	0	2,450	0
1,500	Temporary Accommodation	750	208	0	11,750	0
275	Children Support Services	275	0	0	2,575	0
6,998	Adult Social Care	6,998	0	0	57,400	0
5,900	Cultural and Community Services	7,909	77	-22	7,362	0
-7,541	Capital Variation	-7,541	0	98	-61,000	0
1,513	Capitalised Interest	1,513	0	0	8,798	0
<b>61,817</b>	<b>Total P&amp;C Capital Spending</b>	<b>48,333</b>	<b>178</b>	<b>0</b>	<b>571,293</b>	<b>0</b>

The schemes with significant variances (>£250k) either due to changes in phasing or changes in overall scheme costs can be found in the following table:

Scheme	2020/21 change (£000)	Overall Scheme change (£000)	Notes
Chatteris New School	-6,850	-6,978	This scheme has now been combined with that listed separately for Cromwell Community College, following approval from the DfE to a proposal to extend the school's age range to enable it to provide all-through education, 2-19.
WING Development	-6,279	0	Delays in housing development has meant that the WING development has slipped by a year and to ensure that the scheme meets DfE requirements for minimum pupil numbers for opening.
Eastfield Infant and Westfield Junior Schools	-4,036	-6,510	The scheme will no longer be a new build scheme following the decision of the schools not to re-organise and amalgamate. It will now focus on addressing the condition needs of the schools existing buildings with a significantly reduced budget.

Scheme	2020/21 change (£000)	Overall Scheme change (£000)	Notes
Fenland Secondary	-3,342	0	None of the applications submitted to the DfE to establish the new secondary as free school were approved. These applications have been re-submitted in wave 14 of the national Free Schools Programme and a decision is still awaited. There are limitations on how far the design of the scheme can be progressed in advance of a DfE decision on wave 14.
Cromwell Community College, Chatteris	6,131	6,978	This scheme has now been combined with that listed separately for Chatteris New Primary, following approval from the DfE to a proposal to extend the school's age range to enable it to provide all-through education, 2-19.
Alconbury Weald Secondary & Special	-770	0	Design work has slipped by 3 months and as a result expected budgeted costs have reduced since the business plan, Contractor award is now due June 2020. .
Cambourne Village College	0	-1,343	Planned expenditure for the phase 3b and 3c will not be spent now within this scheme. A separate new project will be developed in response to an updated demographic assessment.
Samuel Pepys	-1,322	0	Reduction is due to project slipping from 2022 to 2023 completion. Further progress cannot be made until agreement on the purchase of adjacent land is reached with the owner. In year spend forecast allows for design fees and legal only. Scope of project has yet to be finalised and budget may need to increase.
LA Maintained Early Years Provision	-1,046	0	Rephasing of scheme c/f to reflect assumption for Early Years in 2020/21 of £1m
School Devolved Formula Capital	1,400	-19	DFC is a three year rolling balance and includes £1,400k carry forward from 2019/20. The -£19 represents a slight decrease in the DFE grant than anticipated at business planning.
School Condition, Maintenance & Suitability	1,322	0	Additional budget transferred from Temporary accommodation of £750I to address high demand in condition work requirements. Also c/f of agreed funding for Galfrid school in 2019/20.
Temporary Accommodation	-750	0	£750k revised budget due to virement to Conditions schemes to address high demand in condition work requirements.
Other changes (<£250k)	1,590	-83	The remaining changes to the capital programme are below the de-minimus limit of £250k

## P&C Capital Variation

The Capital Programme Board recommended that services include a variations budget to account for likely slippage in the capital programme, as it is sometimes difficult to allocate this to individual schemes in advance. The allocation for P&C's negative budget has been calculated as below. Slippage and underspends expected in 2020/21 are currently resulting in £98k of the capital variations budget being utilised.

2020/21					
Service	Capital Programme Variations Budget £000	Forecast Outturn Variance (May) £000	Capital Programme Variations Budget Used £000	Capital Programme Variations Budget Used %	Revised Outturn Variance (May) £000
P&C	-7,541	-7,541	98	1.3%	0
<b>Total Spending</b>	<b>-7,541</b>	<b>-7,541</b>	<b>98</b>	<b>1.3%</b>	<b>0</b>

### 3.2 Capital Funding

2020/21				
Original 2020/21 Funding Allocation as per BP £'000	Source of Funding	Revised Funding for 2020/21 £'000	Funding Outturn (May) £'000	Funding Variance - Outturn (May) £'000
20,626	Basic Need	20,626	20,626	0
3,877	Capital maintenance	3,459	3,459	0
813	Devolved Formula Capital	2,194	2,194	0
4,140	Adult specific Grants	4,140	4,140	0
8,034	S106 contributions	8,034	8,034	0
3,333	Other Specific Grants	2,889	2,889	0
1,608	Other Contributions	1,608	1,608	0
1,000	Capital Receipts	0	0	0
18,798	Prudential Borrowing	5,795	5,795	0
-412	Prudential Borrowing (Repayable)	-412	-412	0
<b>61,817</b>	<b>Total Funding</b>	<b>48,333</b>	<b>48,333</b>	<b>0</b>

**Changes from the 2020/21 Business Plan Capital Budgets:**

Rephasing and scheme additions/reductions:

<b>Scheme</b>	<b>2020/21 change (£000)</b>	<b>Overall Scheme change (£000)</b>	<b>Notes</b>
Chatteris New School	-6,850	-6,978	This scheme has now been combined with that listed separately for Cromwell Community College, following approval from the DfE to a proposal to extend the school's age range to enable it to provide all-through education, 2-19.
WING Development	-6,279	0	Delays in housing development has meant that the WING development has slipped by a year and to ensure that the scheme meets DfE requirements for minimum pupil numbers for opening.
Eastfield Infant and Westfield Junior Schools	-4,036	-6,510	The scheme will no longer be a new build scheme following the decision of the schools not to re-organise and amalgamate. It will now focus on addressing the condition needs of the schools existing buildings with a significantly reduced budget.
Fenland Secondary	-3,342	0	None of the applications submitted to the DfE to establish the new secondary as free school were approved. These applications have been re-submitted in wave 14 of the national Free Schools Programme and a decision is still awaited. There are limitations on how far the design of the scheme can be progressed in advance of a DfE decision on wave 14.
Cromwell Community College, Chatteris	6,131	6,978	This scheme has now been combined with that listed separately for Chatteris New Primary, following approval from the DfE to a proposal to extend the school's age range to enable it to provide all-through education, 2-19.

Scheme	2020/21 change (£000)	Overall Scheme change (£000)	Notes
Alconbury Weald Secondary & Special	-770	0	Design work has slipped by 3 months and as a result expected budgeted costs have reduced since the business plan, Contractor award is now due June 2020. .
Cambourne Village College	0	-1,343	Planned expenditure for the phase 3b and 3c will not be spent now within this scheme. A separate new project will be developed in response to an updated demographic assessment.
Samuel Pepys	-1,322	0	Reduction is due to project slipping from 2022 to 2023 completion. Further progress cannot be made until agreement on the purchase of adjacent land is reached with the owner. In year spend forecast allows for design fees and legal only. Scope of project has yet to be finalised and budget may need to increase.
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School Devolved Formula Capital	1,400	-19	DFC is a three year rolling balance and includes £1,400k carry forward from 2019/20. The -£19 represents a slight decrease in the DFE grant than anticipated at business planning.
School Condition, Maintenance & Suitability	1,322	0	Additional budget transferred from Temporary accommodation of £750k to address high demand in condition work requirements. Also c/f of agreed funding for Galfrid School in 2019/20.
Temporary Accommodation	-750	0	£750k revised budget due to virement to Conditions schemes to address high demand in condition work requirements.
Other changes (<£250k)	1,590	-83	The remaining changes to the capital programme are below the de-minimus limit of £250k
<b>TOTAL</b>	<b>-13,952</b>	<b>-7,955</b>	



Additions/reductions in funding:

Funding Type	2020/21 change (£000)*	Explanation
Prudential borrowing	-13,003	Adjustment for 2020/21 savings and slippage on projects and to fund roll forward position from 2019/20
Capital Receipts	-1,000	Reduction of assumed capital receipts associated with Eastfield/Westfield land.
School Conditions Allocation	-418	Reduction in government grant
SEN Funding	-444	Reduction due to roll forward position from 2019/20
Devolved Formula Capital	1,381	Reduction in government grant £19k and roll forward of 2019/20 grant

**\*Please note:** Figures are net of carry forward adjustments where applicable.



# CHILDREN AND YOUNG PEOPLE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published 29 June 2020



## Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

\* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public.

Draft reports are due with the Democratic Services Officer by 10.00am seven clear working days before the meeting.

The agenda dispatch date is a minimum of five clear working days before the meeting.

The following are standing agenda items which are on the agenda at every Committee meeting:

- Minutes of previous meeting and Action Log;
- Agenda Plan, Appointments and Training Plan

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
<b>07/07/20</b>	1. Cambridgeshire County Council response to Covid 19	J Lewis/ L Williams	Not applicable	25/06/20	29/06/20
	2. Housing Related Support Services	O Hayward	2020/026		
	3. Children in Care Not in Education, Employment and training	L Williams	Not applicable		
	4. Finance Monitoring	M Wade	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
[11/08/20] Provisional Meeting				30/07/20	03/08/20
<b>15/09/20</b> <b>East Cambs District Council (TBC)</b>	1. Cambridgeshire County Council response to Covid 19	J Lewis/ L Williams	Not applicable	03/09/20	07/09/20
	2. Service Director's report: Education <ul style="list-style-type: none"> <li>i. SEND Recovery Plan</li> <li>ii. Schools Funding Consultation</li> <li>iii. Opportunity Area: Impact on attainment in East Cambridgeshire and Fenland</li> </ul>	J Lewis	Not applicable		
	3. Quarterly Performance Report	A Slack	Not applicable		
	4. National Scorecards	I Trafford	KD2020/035		
	5. Risk Register	W Ogle-Welbourn	Not applicable		
<b>06/10/20</b>	1. Quarterly Performance Report	A Slack	Not applicable	24/09/20	28/09/20
	2. Corporate Parenting Annual Report 2019/20	N Curley	Not applicable		
	3. Service Director's report: Children and Safeguarding	L Williams	Not applicable		
<b>10/11/20</b> <b>Hunts District Council (TBC)</b>	1. Schools Funding Formula 2021/22	J Lewis	Not applicable	29/10/20	02/11/20

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	2. Cambridgeshire and Peterborough Children's Safeguarding Partnership Board Annual Report 2019/20	Dr R Wate QPM	Not applicable		
<b>01/12/20</b>	1. Quarterly Monitoring Report	A Slack	Not applicable	19/11/20	23/11/20
<b>19/01/21</b>	1. Schools Funding Formula	J Lewis	2021/004	07/01/21	11/01/21
	2. Best Start in Life: Update	W Ogle-Welbourn	Not applicable		
	3. Quarterly Performance report	A Slack	Not applicable		
	3. Cambridge University Policy and Science Exchange report	D McWherter	Not applicable		
<i>[16/02/21] Provisional Meeting</i>				04/02/21	08/02/21
<b>09/03/21</b>	1. Quarterly Monitoring Report	A Slack	Not applicable	25/02/21	01/03/21
<i>[13/04/21] Provisional Meeting</i>				01/04/21	05/04/21



**CAMBRIDGESHIRE COUNTY COUNCIL  
CHILDREN AND YOUNG PEOPLE COMMITTEE  
APPOINTMENTS TO INTERNAL ADVISORY GROUPS AND PANELS**

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Cambridgeshire Culture Steering Group</b>  The role of the group is to give direction to the implementation of Cambridgeshire Culture, agree the use of the Cambridgeshire Culture Fund, ensure the maintenance and development of the County Art Collection and oversee the loan scheme to schools and the work of the three Cambridgeshire Culture Area Groups. Appointments are cross party.	4	3	1. Councillor N Kavanagh (Lab) 2. Councillor L Joseph (Con) 3. Councillor P Downes (LD)	Jonathan Lewis Service Director: Education  01223 727994 <a href="mailto:Jonathan.Lewis@cambridgeshire.gov.uk">Jonathan.Lewis@cambridgeshire.gov.uk</a>
<b>Corporate Parenting Sub-Committee</b>  The Sub-Committee has delegated authority to exercise all the Council's functions relating to the delivery, by or on behalf of, the County Council, of Corporate Parenting functions with the exception of policy decisions which will remain with the Children and Young People's Committee. The Chairman/ Chairwoman and Vice-Chairman/Chairwoman of the Sub-Committee shall be selected and appointed by the Children and Young People Committee.	6	-	1. Councillor L Every: Chairman (Con) 2. Councillor A Hay: Vice Chairman (Con)	Richenda Greenhill Democratic Services Officer  01223 699171 <a href="mailto:Richenda.greenhill@cambridgeshire.gov.uk">Richenda.greenhill@cambridgeshire.gov.uk</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Educational Achievement Board</b> For Members and senior officers to hold People and Communities to account to ensure the best educational outcomes for all children in Cambridgeshire.	3	5	1. Councillor S Bywater (Con) (Chairman) 2. Cllr S Hoy (Con) 3. Cllr J Whitehead (Lab) 4. Cllr S Taylor (Ind) 5. Cllr P Downes (Lib Dem)	Jonathan Lewis Service Director: Education  01223 727994 <a href="mailto:Jonathan.Lewis@cambridgeshire.gov.uk">Jonathan.Lewis@cambridgeshire.gov.uk</a>
<b>Fostering Panel</b> Recommends approval and review of foster carers and long term / permanent matches between specific children, looked after children and foster carers. It is no longer a statutory requirement to have an elected member on the Panel. Appointees are required to complete the Panel's own application process.	2 all-day panel meetings a month	1	1. Councillor S King (Con) 2. Vacancy ( <i>on hold pending outcome of a peer review of the Fostering Panel</i> )	Fiona van den Hout Interim Head of Service Looked After children  01223 518739 <a href="mailto:Fiona.VanDenHout@cambridgeshire.gov.uk">Fiona.VanDenHout@cambridgeshire.gov.uk</a>
<b>Housing Related Support Services Member Reference Group</b> To provide Member input into the redesign of Housing Related Support Services. To comprise five members from Adults Committee and five members from the Children and Young People Committee.	tba	5	1. Councillor D Ambrose Smith (Con) 2. Councillor L Every (Con) 3. Councillor A Hay (Con) 4. Councillor S Hoy (Con) 5. Councillor S Taylor (Indep)	Lisa Sparks Commissioner – Housing Related Support Services  01223 699277 <a href="mailto:Lisa.Sparks@cambridgeshire.gov.uk">Lisa.Sparks@cambridgeshire.gov.uk</a>



NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Joint Consultative Committee (Teachers)</b>  The Joint Committee provides an opportunity for trade unions to discuss matters of mutual interest in relation to educational policy for Cambridgeshire with elected members.	2	6	1. Vacancy 2. Vacancy 3. Vacancy 4. Vacancy 5. Vacancy 6. Vacancy  <i>(appointments postponed pending submission of proposals on future arrangements)</i>	Jonathan Lewis Service Director: Education  01223 727994 <a href="mailto:Jonathan.Lewis@cambridgeshire.gov.uk">Jonathan.Lewis@cambridgeshire.gov.uk</a>
<b>Standing Advisory Council for Religious Education (SACRE)</b>  To advise on matters relating to collective worship in community schools and on religious education.  In addition to the three formal meetings per year there is some project work which requires members to form smaller sub-committees.	3 per year (usually one per term) 1.30-3.30pm	3	1. Councillor C Richards (Lab) 2. Councillor S Hoy (Con) 3. Councillor A Taylor (LD)	Amanda Fitton SACRE Adviser  <a href="mailto:Amanda.Fitton@cambridgeshire.gov.uk">Amanda.Fitton@cambridgeshire.gov.uk</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Virtual School Management Board</b>  The Virtual School Management Board will act as “governing body” to the Head of Virtual School, which will allow the Member representative to link directly to the Corporate Parenting Partnership Board.	Termly	1	Councillor A Costello (Con)	Jonathan Lewis Service Director: Education  01223 727994 <a href="mailto:Jonathan.Lewis@cambridgeshire.gov.uk">Jonathan.Lewis@cambridgeshire.gov.uk</a>  Edwina Erskine Business Support Officer – Administration Services Team Cambridgeshire’s Virtual School for Looked After Children (ESLAC Team)  01223 699883 <a href="mailto:edwina.erskine@cambridgeshire.gov.uk">edwina.erskine@cambridgeshire.gov.uk</a>

**CAMBRIDGESHIRE COUNTY COUNCIL  
CHILDREN AND YOUNG PEOPLE COMMITTEE  
APPOINTMENTS TO OUTSIDE BODIES, PARTNERSHIP LIAISON AND ADVISORY GROUPS**

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	GUIDANCE CLASSIFICATION	CONTACT DETAILS
<b>Cambridgeshire Music Hub</b>  A partnership of school music providers, led by the County Council, to deliver the government's National Plan for School Music.	3	2	1. Councillor L Every 2. Councillor S Taylor	Other Public Body Representative	Jonathan Lewis Service Director: Education  01223 727994 <a href="mailto:Jonathan.Lewis@cambridgeshire.gov.uk">Jonathan.Lewis@cambridgeshire.gov.uk</a>  Matthew Gunn Head of Cambridgeshire Music  01480 373500/ 01480 373830 <a href="mailto:Matthew.Gunn@cambridgeshire.gov.uk">Matthew.Gunn@cambridgeshire.gov.uk</a>
<b>Cambridgeshire and Peterborough Federation of Young Farmers' Clubs</b>  To provide training and social facilities for young members of the community.	6	1	1. Councillor Mandy Smith	Unincorporated Association Member	Jess Shakeshaft <a href="mailto:cambsyoungfarmers@outlook.com">cambsyoungfarmers@outlook.com</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	GUIDANCE CLASSIFICATION	CONTACT DETAILS
<b>Cambridgeshire Schools Forum</b>  The Cambridgeshire Schools Forum exists to facilitate the involvement of schools and settings in the distribution of relevant funding within the local authority area	6	3	1. Councillor S Bywater (Con) 2. Councillor P Downes (LD) 3. Councillor S Taylor (Ind)	Other Public Body Representative	Nick Mills Democratic Services Officer  01223 699763  <a href="mailto:Nicholas.mills@cambridgeshire.gov.uk">Nicholas.mills@cambridgeshire.gov.uk</a>
<b>Centre 33</b>  Centre 33 is a longstanding charity supporting young people in Cambridgeshire up to the age of 25 through a range of free and confidential services.	4	1	Appointment left in abeyance following discussion on 21 May 2019.	Other Public Body Representative	Melanie Monaghan Chief Executive  <a href="mailto:help@centre33.org.uk">help@centre33.org.uk</a>
<b>College of West Anglia Governing Body</b>  One of up to sixteen members who appear to the Corporation to have the necessary skills to ensure that the Corporation carries out its functions under article 3 of the Articles of Government.  The appointment is subject to the nominee completing the College's own selection process.	5	1	Councillor L Nethsingha	Other Public Body Representative	Rochelle Woodcock Clerk to the Corporation College of West Anglia  <a href="mailto:Rochelle.Woodcock@cwa.ac.uk">Rochelle.Woodcock@cwa.ac.uk</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	GUIDANCE CLASSIFICATION	CONTACT DETAILS
<b>East of England Local Government Association Children's Services and Education Portfolio-Holder Network</b>  The network brings together the lead members for children's service and education from the 11 strategic authorities in the East of England. It aims to: <ul style="list-style-type: none"> <li>• give councils in the East of England a collective voice in response to consultations and lobbying activity</li> <li>• provide a forum for discussion on matters of common concern and share best practice</li> <li>• provide the means by which the East of England contributes to the work of the national LGA and makes best use of its members' outside appointments.</li> </ul>	4	2	1.Councillor S Bywater (Con) 2.Councillor S Hoy (Con)	Other Public Body Representative	Cinar Altun <a href="mailto:Cinar.altun@eelga.gov.uk">Cinar.altun@eelga.gov.uk</a>
<b>F40 Group</b>  F40 ( <a href="http://www.f40.org.uk">http://www.f40.org.uk</a> ) represents a group of the poorest funded education authorities in England where government-set cash allocations for primary and secondary pupils are the lowest in the country.	As required	1 +substitute	Councillor P Downes (LD).  Substitute: Cllr S Hoy (Con)	Other Public Body Representative	Jonathan Lewis Service Director: Education  01223 727994 <a href="mailto:Jonathan.Lewis@cambridgeshire.gov.uk">Jonathan.Lewis@cambridgeshire.gov.uk</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	GUIDANCE CLASSIFICATION	CONTACT DETAILS
<b>Local Safeguarding Children's Board</b>  LSCBs have been established by the government to ensure that organisations work together to safeguard children and promote their welfare. In Cambridgeshire this includes Social Care Services, Education, Health, the Police, Probation, Sports and Leisure Services, the Voluntary Sector, Youth Offending Team and Early Years Services.	4	1	Councillor S Bywater (Con)	Other Public Body Representative	Andy Jarvis, LSCB Business Manager  <a href="mailto:andy.jarvis@cambridgeshire.gov.uk">andy.jarvis@cambridgeshire.gov.uk</a>
<b>Manea Educational Foundation</b>  Established to provide grants and financial assistance for people up to the age of 25 years living within the Parish of Manea.	2	1	Councillor D Connor (Con)	Unincorporated association member	
<b>March Educational Foundation</b>  Provides assistance with the education of people under the age of 25 who are resident in March.	3 – 4	1  For a period of five years	Councillor John Gowing	Trustee of a Charity	

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	GUIDANCE CLASSIFICATION	CONTACT DETAILS
<b>Needham's Foundation, Ely</b>  Needham's Foundation is a Charitable Trust, the purpose of which is to provide financial assistance for the provision of items, services and facilities for the community or voluntary aided schools in the area of Ely and to promote the education of persons under the age of 25 who are in need of financial assistance and who are resident in the area of Ely and/or are attending or have at any time attended a community or voluntary aided school in Ely.	2	2	1. Councillor A Bailey (Con) 2. Councillor L Every (Con)	Trustee of a Charity	
<b>Shepreth School Trust</b>  Provides financial assistance towards educational projects within the village community, both to individuals and organisations.	4	1	1. Councillor P McDonald (LD)	Trustee of a Charity	
<b>Soham Moor Old Grammar School Fund</b>  Charity promoting the education of young people attending Soham Village College who are in need of financial assistance or to providing facilities to the Village College not normally provided by the education authority. Biggest item of expenditure tends to be to fund purchase of books by university students.	2	1	Councillor M Goldsack (Con)	Unincorporated Association Member	

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	GUIDANCE CLASSIFICATION	CONTACT DETAILS
<b>Trigg's Charity (Melbourn)</b>  Trigg's Charity provides financial assistance to local schools / persons for their educational benefit.	2	1	Councillor S van de Ven (LD)	Unincorporated Association Member	



**Children and Young People (CYP) Committee Training Plan 2017-21**

Below is an outline of dates and topics for potential training committee sessions and visits. At the Committee meeting on 12 June 2017 Members asked that training sessions start between 4.00-4.30pm where possible:

	<b>Subject</b>	<b>Desired Learning Outcome/ Success Measures</b>	<b>Priority</b>	<b>Date</b>	<b>Responsibility</b>	<b>Nature of Training</b>	<b>Audience</b>	<b>CYP Attendance by:</b>	<b>% of the Committee Attending</b>
1.	Committee Induction Training	<p>1. Provide an introduction to the work of the Children Families and Adults Directorate in relation to children and young people;</p> <p>2. Provide an overview of the committee system which operates in Cambridgeshire County Council;</p> <p>3. Look at the roles and responsibilities of committee members;</p> <p>4. Consider the Committee's training needs.</p>	High	12.06.17  Room 128	<i>Wendi Ogle-Welbourn/ Richenda Greenhill</i>	Presentation and discussion	CYP Members & Subs	<p>Cllr Bywater Cllr Costello Cllr Downes Cllr Every Cllr Hay Cllr Hoy Cllr Nethsingha Cllr Wisson Cllr Batchelor Cllr Connor Cllr Cuffley Cllr Joseph Cllr Richards Cllr Sanderson Cllr Gowing Cllr Bradnam A Read</p>	75%

2.	Schools Funding	<p>1.To brief Members on changes to the National Funding Formula and High Needs Funding and the impact of this in Cambridgeshire;</p> <p>2.To examine the roles of CYP Committee and Cambridgeshire Schools Forum in relation to schools funding.</p>	High	31.10.17	<i>Jon Lee/ Richenda Greenhill</i>	Presentation and discussion	CYP Members & Subs	<p>Cllr Batchelor Cllr Bywater Cllr Downes Cllr Every Cllr Hay Cllr Hoy Cllr A Taylor Cllr S Taylor Cllr Whitehead</p>	58%
3.	Place planning and multipliers	To brief Members on place planning methodology when estimating demand for school places arising from new housing developments	High	28.11.17	<i>Clare Buckingham/ Mike Soper</i>	Presentation and discussion	<p>CYP Members and Subs</p> <p>E&amp;E Members and Subs</p>	<p>Cllr Bradnam Cllr Downes Cllr S Taylor</p>	25%
4.	Safeguarding	To provide refresher training on safeguarding and visit the Multi-Agency Safeguarding Hub.	Medium	10.04.18	<i>Lou Williams/ Jenny Goodes</i>	Presentation, discussion, tour of the site and meet staff	All CYP Members and Subs	<p>Cllr Bywater Cllr Hoy Cllr Bradnam Cllr Downes Cllr Every Cllr Hay Cllr S Taylor Cllr Whitehead Cllr Cuffley</p>	75%

5.	Education Services and Children's Services and Safeguarding	To discuss current position and future initiatives.	Medium	10.04.18	<i>Jon Lewis &amp; Lou Williams</i>	Workshop	All CYP Members and Subs	Not recorded	-
6.	Data Training		Medium	19.07.18	<i>Jon Lewis</i>	Presentation	All Members	Not recorded	-
7.	Commissioning: Adults' and Children's Services	What and how services are commissioned across People and Communities.	Medium	06.11.18	<i>Oliver Hayward</i>	Presentation/ workshop	CYP & Adults Committees	Cllr Ambrose Smith Cllr Bradnam Cllr Bywater	25%
8.	Local Offer to Care Leavers and access to universal credit and benefits for care leavers	To brief Members on the current offer.	Medium	14.06.19	<i>Sarah-Jane Smedmor/ Kate Knight</i>	Members' Seminar	All Members	Cllrs Ambrose Smith, Ashwood, Bailey, Boden, Bradnam, Bywater, Costello, Criswell, Count, Every, French, Gowing, Hay, Hunt, Rogers, Sanderson and Wotherspoon	40%
9	Education Funding	Briefing on education funding arrangements.	High	21 Jan 2020	Jon Lewis	Briefing session	CYP Members		

Training requests:

- The work of foster carers: Requested at CYP 10.03.20