

# CHILDREN AND YOUNG PEOPLE COMMITTEE



**Date: Tuesday, 13 March 2018**

**Democratic and Members' Services**  
Quentin Baker  
LGSS Director: Lawand Governance

**14:00hr**

Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP

**Kreis Viersen Room**  
**Shire Hall, Castle Hill, Cambridge, CB3 0AP**

## **AGENDA**

**Open to Public and Press**

### **CONSTITUTIONAL MATTERS**

1. **Apologies for absence and declarations of interest**  
*Guidance on declaring interests is available at <http://tinyurl.com/cc-conduct-code>*
2. **Minutes of the meeting on 9 January 2018** **5 - 16**
3. **Action Log** **17 - 20**
4. **Petitions**

### **DECISION**

5. **Review of the Behaviour, Attendance and Improvement** **21 - 56**  
**Partnership Service Level Agreement and the Devolved Funding Formula**

## **INFORMATION ITEM**

- 6. Child and Family Centres Update 57 - 130**

## **DECISIONS**

- 7. Free School Proposals**

Standing item. No business to discuss.

- 8. A New Syllabus for the Teaching of Religious Education 131 - 140**

- 9. Educational Performance in Cambridgeshire in the 2016-17 Academic Year 141 - 148**

- 10. Delivering the Extended Entitlement to an Additional 15 Hours Free Childcare for Eligible 3-4 Year Olds 149 - 170**

- 11. Finance and Performance Report - January 2018 171 - 228**

- 12. Agenda Plan, Appointments and Training Plan 229 - 246**

## **INFORMATION ITEM**

- 13. Outcome Focused Reviews - Update 247 - 258**

### **Date of Next Meeting**

The Children and Young People Committee will meet next on 22 May 2018 at 2.00pm in the Kreis Viersen Room, Shire Hall, Cambridge.

The Children and Young People Committee comprises the following members:

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

Councillor Anna Bradnam Councillor Peter Downes Councillor Lis Every Councillor Anne Hay Councillor Simone Taylor Councillor David Wells 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*

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**CHILDREN AND YOUNG PEOPLE COMMITTEE: MINUTES**

**Date:** Tuesday 9 January 2018

**Time:** 2.00pm – 4.30pm

**Present:** Councillors S Bywater (Chairman), S Hoy (Vice Chairwoman), A Bradnam, P Downes, L Every, A Hay, S Taylor, D Wells, J Whitehead and J Wisson

Co-opted members: A Read and F Vettese

**CONSTITUTIONAL MATTERS**

**77. CHANGE TO THE ORDER OF BUSINESS**

The Chairman stated that to accommodate officer commitments elsewhere he would be varying the order of business from the published agenda to take the Review of the Behaviour, Attendance and Improvement Partnership as Item 8 and the Schools Funding Formula 2018-19 as Item 13.

**78. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

There were no apologies for absence or declarations of interest.

**79. MINUTES OF THE MEETING ON 5 DECEMBER 2017**

The minutes of the meeting on 5 December 2017 were agreed as an accurate record and signed by the Chairman, subject to the correction of two spelling mistakes. Members noted that Councillor Whitehead had abstained from the vote on Item 5: Capital Investment for Sawtry Village Academy.

**80. ACTION LOG**

The Action log was reviewed and the following updates noted:

- Minute 56: Placement Sufficiency for Looked After Children including the Hub (No Wrong Door) Delivery

Councillor Nethsingha had expressed interest in seeing first-hand how the hub model was working in practice in Yorkshire.

Officers were awaiting a response from Councillor Nethsingha about possible visit dates.

(**Action:** Democratic Services Officer)

- Minute 68: Supported Accommodation for Children in Care aged 16-18:
  - i. To provide figures for the number of young people required to leave their foster care placement at the age of 16.

Details emailed to Committee members on 9 January 2018. No young people were required to leave their foster care placement at the age of 16. Planning for young people's accommodation post-16 and post-18 would be considered as part of their pathway plan.

- ii. To provide an explanation for the difference in costs given for young people in supported accommodation compared to unaccompanied asylum seeking children (UASC) in supported accommodation (paragraph 1.3 refers).

The financial information provided in the paper gave the total annual commitment and the number of placements the spend related to in the financial year 2016/17. The placements would have lasted for different lengths of time, and costs would have varied due to individual support needs. Therefore, it was not possible to calculate the average costs by dividing the overall spend by the number of placements. Placements for UASC and non-UASC were sourced from the same list of providers. The support needs of young people varied and packages were negotiated based on needs, so the costs of placements would always vary and calculating averages could be misleading.

- Minute 70: Free School Proposals

To arrange an informal meeting between Committee members and the new Regional Schools Commissioner.

The date of 26 February 2018 proposed by the Regional Schools Commissioner had been sent to members of the Committee and they were asked to advise the Democratic Services Officer of their availability.

## **81. PETITIONS**

No petitions had been received.

## **KEY DECISIONS**

## **82. CONTRACTS FOR DELIVERY OF HOME TO SCHOOL OR COLLEGE TRANSPORT**

The Lead Education Officer stated that the Council had established a Framework Agreement for the delivery of home to school/ college transport in 2016. There were currently around 130 operators approved to tender for work under this Framework Agreement, but once established it was closed to new providers. To offer maximum flexibility it was proposed to establish a dynamic purchasing system (DPS) to operate alongside the Framework Agreement as this would enable new providers to tender for contracts. Agreement was sought to naming Peterborough City Council in the official notification to enable Peterborough to use the same Framework Agreement and DPS to commission its own home to school/ college transport.

The following points arose in discussion of the report and in response to questions from members of the Committee:

- Officers confirmed that contracts let under the existing Framework Agreement, including those relating to the Total Transport initiative, would be unaffected and

would remain in operation for the remainder of their contracted period. At the point of renewal these contracts would be subject to the new arrangements;

- The Chairman asked for an assurance that the proposals had been subject to proper scrutiny by Council lawyers and procurement experts. The Lead Education Officer confirmed that the proposals had the full support of the Joint Commissioning Board and had been approved by LGSS Law Ltd and the Head of LGSS Procurement;
- A Member described some questions which had arisen at recent education transport appeals in relation to the distance travelled from home to school and whether a journey could be considered reasonable. They had raised the matter with officers and suggested a short review might be established to see whether any aspects of the criteria or appeal process should be adjusted.

The Vice Chairwoman stated that she was the Member representative on the Outcome Focused Review of home to school transport. The key question in relation to education transport appeals was whether the Council's policy in relation to the provision of home to school transport was applied properly. If this was the case the Appeal Panel must then decide whether there were extenuating circumstances in the particular case it was considering. Officers noted that some elements of the home to school transport policy were statutory requirements, but offered to review the discretionary elements and provide further advice.

**(Action:** Lead Education Officer)

A Member asked whether it would be possible for education transport appeals panels to see the decisions made by previous panels in similar cases to ensure consistency in their decision-making. Officers advised that the legal advice was that appeal panel decisions did not set precedents and that every case must be considered solely on its own merits and on the basis of the information presented to the panel.

The Chairman asked that a briefing note on primary transport entitlement which he had received recently should be shared with all members of the Committee for information.

**(Action:** Democratic Services Officer)

It was resolved to:

- a) consider and support the proposal that the Council commence the process for establishing a new Framework Agreement and Dynamic Purchasing System (DPS) to enable home to school/college transport contracts to be awarded for the start of the 2018/19 academic year.
- b) support the proposal that Peterborough City Council be named in the Official Journal of the European Union (OJEU) notice to enable them to use both the Framework and DPS for commissioning home to school/college transport.

### **83. TRANSFORMING OUTCOMES FOR CHILDREN IN CARE**

The Service Director for Children and Safeguarding stated that the number of children in care in Cambridgeshire was now significantly higher than the average of other local authorities. It was vital to understand the reasons for this so that action could be taken

to ensure the Council was looking after the right children for the right length of time. The General Purposes Committee had approved a bid for Transformation funding to meet the first year costs set out in the business case and it was expected that on-going costs would be met through savings generated by reductions in the number of children in care.

The following points arose in discussion of the report and in response to questions from members of the Committee:

- A Member questioned why Cambridgeshire had more Looked After Children than its statistical neighbours. Officers stated that that this would be the main focus of the research being carried out by Oxford Brookes University and the Institute of Public Care;
- A Member questioned whether it was realistic to try to reduce the number of children in care in the county at a time when the number of Looked After Children (LAC) nationally was increasing. The Service Director for Children and Safeguarding stated that demand management processes were designed to address some of these issues. For example, the implementation of the Children's Change programme which included enhanced preventative services was starting to show some positive impact. He acknowledged that officers were setting themselves a challenging target and that it would take time for any changes to work their way through the system to reduce overall numbers of children in care, but he did believe that this was deliverable. It was in the best interests of the children to spend less time in care and this was the key consideration; that this would also offer a cost saving was a welcome but a secondary consideration. An update report would be brought to the Committee in May 2018 which would include the research findings;
- A Member stated that previous research suggested that new housing developments tended to produce higher rates of social services contacts, including in relation to children. Given the significant amount of housing development taking place in Cambridgeshire they asked if the proposed research would investigate this issue locally. Officers stated that the researchers had been asked to look at a broad range of cases across a variety of teams and geographical areas and so it would be expected to identify any trends of this type;
- A Member commended the Service Director for Children and Safeguarding and his team for delivering such a complex report so quickly;
- A Member asked whether officers were satisfied that Children's Change programme had delivered the service delivery model and staff training programme needed to address the research findings. The Service Director for Children and Safeguarding stated that if the research identified management process issues these would need to be looked at again. He emphasised the high calibre of the staff within the service and the need to ensure that the right structures were in place to focus them on key areas;
- Officers confirmed that Special Guardianship Orders (SGOs) did represent a permanent outcome and were intended to offer a flexible alternative to adoption. The carer would have parental responsibility for a child or young person, but if they were previously LAC the local authority would retain financial responsibility for a period of time;

- Officers stated that the national average for children in care placed with a local authority's own foster carers was around 66%. Cambridgeshire was proposing to set a stretch target of placing 70% of its LAC with in-house foster carers;
- A Member asked about current caseloads for social workers and whether high caseloads would impact on the time taken for LAC to move through the system. Officers stated that social worker caseloads were currently higher than they would wish, but that they were now reducing. If the Council achieved its aim to recruit higher numbers of in-house foster carers it would need more social workers to support them;
- A Member commented that they supported the aspirations contained in the report. A key element was clearly the number of foster carers available and they asked whether there were enough foster carers in Cambridgeshire to care for all of the county's LAC. Officers confirmed that there were enough fostering households in Cambridgeshire to cater for all of the county's LAC, but that some of these were independent foster carers who were caring for children placed with them by other local authorities. Whilst officers were committed to increasing numbers of in-house foster carers and were actively marketing the opportunities available there were strict guidelines in place preventing them from targeting independent foster carers which must be adhered to.

It was resolved to:

- a) endorse the approaches set out in the Business Case, and specifically approaches proposed for supporting the recruitment of foster carers in Cambridgeshire and the deep dive into the experience and outcomes for children and young people in care in Cambridgeshire.

## **DECISIONS**

### **84. FREE SCHOOL PROPOSALS**

Standing item. No business to discuss.

### **85. REVIEW OF THE BEHAVIOUR, ATTENDANCE AND IMPROVEMENT PARTNERSHIP SERVICE LEVEL AGREEMENT AND THE DEVOLVED FUNDING FORMULA FOR ALTERNATIVE EDUCATION PROVISION**

The County Alternative Education Provision Manager stated that Cambridgeshire was one of a small number of local authorities which had devolved funding for its alternative education provision to schools and was regarded as a model of good practice in relation to devolved funding by the Department for Education.

Under the devolved funding arrangements, schools commissioned their alternative education provision and this was quality assured by officers. This had created opportunities for investment in inclusion units, improved data collection relating to alternative provision and maintained lower levels of permanent exclusions. However, difficulties had been encountered with a small number of schools who had proved reluctant to meet the costs of their alternative provision from the devolved funds.

The current funding formula had been in place since April 2012 and the intention had been that this would be reviewed after three years. However, attempts to agree a new formula at that time were unsuccessful. At the start of the 2017/18 financial year the lead headteachers for the four Behaviour, Attendance and Improvement Partnerships (BAIPs) had asked for a further review to be undertaken and work on this began in June 2017. The proposals contained in the report included the establishment of a Service Level Agreement with each school and a robust escalation process for any school which failed to meet its financial obligations. It was recognised that some schools would see an increase or decrease to the funds they received under the proposed new formula and a transitional funding period was proposed between January and September 2018 to support schools in managing changes in allocation. The proposals had been agreed with the BAIP lead headteachers and the chairman of the Cambridgeshire Secondary Heads group.

The following comments arose in discussion of the report and in response to questions from members of the Committee:

- A Member stated that they were very unhappy that there was no explicit recognition within the report that East Cambridgeshire and Fenland were within an Opportunity Area and that this demonstrated that those areas were experiencing particular difficulties. They felt that this meant that no direct comparison could be drawn with the situation in Huntingdonshire which was not within an Opportunity Area. The Member was also unhappy that it was proposed to top slice funding for two pupil referral units (PRUs) located in Wisbech and Cambridge which meant that East Cambridgeshire schools would be funding PRUs which it was geographically unviable for their own students to attend. On this basis the Member was not happy to note the proposals and asked that a decision on this issue should be deferred pending further work;
- Officers stated that the proposals discussed with schools three years earlier had taken account of demographic factors, but these had been repeatedly rejected as insufficiently transparent. Work on the current proposals had been led by the BAIP lead headteachers and had been based on the National Funding Formula to increase transparency. The offer of using the High Needs Block to top up funding so that no schools would see a decrease in their funding levels had been declined by the BAIP lead headteachers;
- Officers advised that there was a whole range of alternative educational provision available including bespoke packages, not just places at a PRU;
- Para 2.5: Members felt that the percentage increases and decreases in funding levels were not in themselves meaningful. They would like to know more about the impact of these changes in real terms on schools. Members also asked whether this represented big changes in funding to a small number of schools or a small change in funding to lots of schools;
- A Member felt that it should be made clear to schools that they had asked for this funding to be devolved to them and that they now needed to take responsibility for managing these funds. The Member acknowledged that there had only been a small number of cases where this had not been the case;

Another Member emphasised the need for the Service Level Agreement with individual schools to be sufficiently specific to ensure that headteachers could be

required to fulfil the responsibilities which were attached to the devolved funds. They also asked for more information about the mechanism for recouping the cost of provision if schools did not meet these costs;

- Members noted that a community impact assessment was usually conducted where changes in service level were proposed and felt that this should have been included with the report;
- The Chairman and several Members of the Committee reported that they had received representations from schools in East Cambridgeshire which were unhappy with the proposed arrangements. These concerns were not reflected in the report before the Committee and needed to be addressed;
- A Member suggested that some Members of the Committee might work with officers to help steer further work on this issue and possibly meet with those schools expressing concerns about the proposals;
- Members asked what the implications would be of asking for implementation of the proposals to be delayed until the reservations expressed by Members could be explored in more detail. Officers stated that they wanted to introduce Service Level Agreements with individual schools as soon as possible so that their responsibility for meeting the costs associated with alternative provision were made more explicit and enforceable.

Summing up, the Chairman said that the Committee was not persuaded that there was sufficient urgency to take a decision at this stage given the objections of some schools and the reservations expressed by Members during the discussion. He asked that more work should be done to address the concerns expressed and that a revised report should be brought back to the Committee in order to enable Members to make an informed decision.

It was resolved by a majority to:

- a) defer consideration of this issue to obtain an impact assessment and to take account of the reservations expressed by Members.  
**(Action: County Alternative Provision Manager/ Democratic Services Officer)**

## **86. FINANCE AND PERFORMANCE REPORT: NOVEMBER 2017**

The Strategic Finance Business Partner reported that an error had been identified in the table at paragraph 1.3 of the report and, with the permission of the Chairman, tabled a corrected version (copy attached at Appendix 1). This did not affect substance of the report.

At the end of November 2017 the People and Communities Directorate was forecasting a pressure of £6,259k. This represented a worsening position from the previous month when the forecast pressure had been £5,562k. The main changes within those areas within the responsibility of the Children and Young People Committee related to the Looked After Children Placements budget, the adoption budget and the Out of School Tuition budget.

The following comments arose in discussion of the report and in response to questions from members of the Committee:

- paragraph 2.3 – Strategic Management: Children and Safeguarding: A Member asked for more information about a pressure of £336k arising from the Service not being awarded an expected grant from the Department for Education. The Executive Director stated that officers made applications for grant funding wherever possible, but these were not all successful;
- paragraph 2.3 – Looked After Children Placements: A Member questioned whether the forecast year-end variance should be £2,691k, the figure shown previously in the summary at paragraph 2.2, rather than £2,400k. Officers confirmed that the correct figure was £2,691k;
- paragraph 2.5 – A Member noted that the percentage of 16-18 years olds not in education, employment or training (NEETs) was flagged as an area of concern on the performance indicators and asked whether this represented a seasonal fluctuation or an emerging trend. Officers stated that when taken as a whole-year figure performance in this area was good. This spike in numbers occurred annually at the point where large numbers of young people were moving on from school to take up college courses or training opportunities and their new placements had not yet been reported;
- A Member questioned the repeated use of the word ‘pressure’ in the report and felt that the language used should be more clear about where overspends, slippage or missed targets had occurred. The Executive Director stated that her budget presentation in November 2017 had made clear that the children and young people’s budget was forecasting a predicted overspend of £5.2 million. Due to the demand-led nature of many elements of the budget the figures were constantly changing, so the word ‘pressures’ was used to highlight those areas where any form of overspend was anticipated;
- Officers stated that the provisional figures for December 2017 indicated a further slight worsening of the overall position.

It was resolved:

- a) review and comment on the report.

## **87. AGENDA PLAN, APPOINTMENTS AND TRAINING PLAN**

The Committee reviewed and discussed the forward agenda plan, appointments and training plan. It was agreed to arrange a two hour workshop on children’s services and education services on a committee meeting date, led by the respective Service Directors.

(**Action:** Executive Support Officer/ Democratic Services Officer)

Members noted that they had previously expressed interest in visiting the multi-agency safeguarding hub (MASH), either individually or as a group, and asked that this should be added to the training plan and progressed.

(**Action:** Executive Support Officer/ Head of the Integrated Front Door)

It was resolved to:

- a) note the following changes to the Committee agenda plan
  - i. Education Strategy Plan – moved from March 2018 to May 2018;
  - ii. Sponsor selection for new secondary school in Wisbech  
(**Action:** Democratic Services Officer)
- b) appoint Councillor S Hoy to the Standing Advisory Council for Religious Education;
- c) appoint Councillors S Bywater, L Every and J Whitehead to the Cambridgeshire Music Outcome Focused Review Member Reference Group;
- d) add a workshop on children's services and education services to the Committee training plan.

## **INFORMATION AND MONITORING**

### **88. LEGAL SUPPORT PLAN: SIX MONTH UPDATE**

The Chairman stated that the report had been received after the agenda and reports for the meeting had been published and that he had accepted it on the following grounds:

1. Reason for lateness: To ensure that the most up to date information regarding the improvement plan was available;
2. Reason for urgency: The Committee had requested an update after six months to review progress.

The Director of LGSS Law Ltd and the Acting Principal Lawyer of LGSS Law Ltd attended to present the report. Officers in LGSS Law Ltd and the People and Communities (P&C) Directorate were continuing to work closely in order to improve performance and reduce costs for legal services relating to children's social care. A draft children's social care Service Level Agreement had been drawn up and would go to the P&C senior management team in March 2018 for final sign-off. An extensive training programme was being rolled out for social workers and for Heads of Service. A case tracker had been put in place for every child protection case which was taken to court together with a compliance report regarding court requirements. This ensured that both lawyers and social workers had a clear understanding of all court deadlines and procedural requirements. Feedback on this from officers within P&C had been positive and the improved performance had also been acknowledged by the Dedicated Family Judge.

Officers within the LGSS Law finance team had worked closely with the P&C finance team to tailor billing and invoice information to meet their needs and improve the efficiency of the billing process. Staffing capacity had been increased to match the demands of the workload including doubling the number of paralegals. Details of the staffing structure within LGSS Law Ltd had also been shared with officers in P&C so that it was easier for them to identify the right person to contact. A clearer process had also been established regarding the levels of authorisation required within People and Communities Directorate to commission legal advice.

The following points arose in discussion of the report and in response to questions from members of the Committee:

- paragraph 2.10: It was confirmed that the reduction in staffing costs described would be achieved through the lower cost of employing permanent staff in comparison to agency staff;
- paragraph 2.9: A co-opted member noted that discussions were underway to develop similar Service Level Agreements between LGSS Law Ltd and P&C across a range of functions and highlighted academy conversions as a potential area of reputational risk within the wider community. The Executive Director committed to seeing all of the proposed SLAs at her senior management team meetings and offered to discuss the specific issue of academy conversions further outside of the meeting if this would be helpful;
- The Executive Director confirmed that a positive improvement had been seen from the P&C perspective in relation to clarifying the division of responsibilities between lawyers and officers, addressing costs and speeding up processes;
- A Member asked why some cases needed to go to court on multiple occasions. Lawyers stated that this might be unavoidable in more contentious cases, but the focus was on avoiding unnecessary case management hearings which led to increased costs and delays.

Summing up, the Chairman welcomed the improvements to date and asked that a report should be circulated to committee members in March 2018 reporting feedback from clients on the LGSS Improvement Plan.

**(Action:** Acting Principal Lawyer)

It was resolved to:

- a) note the content of the Improvement Plan and its progress to date in meeting the objectives.

## **89. ENHANCED CORPORATE PARENTING RESPONSIBILITIES IN THE CHILDREN AND SOCIAL WORK ACT 2017**

The Head of Countywide and Looked After Children's Services reported that the new Children and Social Work Act 2017 would come into effect on 1 April 2018. Key elements included a requirement that local authorities and their relevant partners should have regard to a set of corporate parenting principles when exercising functions in relation to Looked After Children and care leavers. This requirement would apply to the local authority as a whole and not just to children's services functions. The Act placed greater emphasis on working with partners and for the first time included a requirement to consult on and publish a local offer for care leavers. This must be made widely available, easily accessible and set out the services and support available to care leavers, including discretionary support. The offer of support from a personal adviser would be extended to all care leavers up to the age of 25.

The following comments arose in discussion of the report and in response to questions from members of the committee:

- paragraph 2.10: A Member described the measures contained in the Act as admirable but expensive and asked whether it was known what level of funding the Government was planning to make available to local authorities to contribute to the implementation costs. Officers stated that the level of funding was not yet known, but recent correspondence suggested that the position would be clarified within the next few weeks;
- A Member asked about the arrangements for working with district and city councils to help care leavers find suitable accommodation. Officers confirmed that good working relationships existed with city and district colleagues in relation to housing provision for care leavers.

It was resolved to:

- a) consider and note the report.

## **90. SCHOOLS FUNDING FORMULA 2018/19**

The Head of Integrated Finance reported that the 2018/19 funding formula for Cambridgeshire needed to be submitted to the Education and Skills Funding Agency (ESFA) by the 19 January 2018. The final Dedicated Services Grant (DSG) announcement had been made in December 2017. This was generally quite positive and included an additional £4.4 million within the Schools Block to reflect an increase in pupil numbers.

The report contained a summary of the responses received from schools to the consultation on funding arrangements for 2018/19. These were generally positive, but a number of concerns had been expressed and these were reflected in the report. The transfer of funds from the Schools Block to the High Needs Block would be lower than initially thought at £0.7 million and this had been approved by the Schools Forum. A cap of 3% would be applied to any schools making a gain from changes to the funding formula which replicated the Department for Education's national model. There would be no funding gap in 2018/19 and headroom of around £250k was anticipated. These funds could not be held as a reserve and officers recommended that they should be included in the formula for the Minimum Funding Guarantee (MFG) to offer a higher level of protection to eligible schools and allow them extra time to adjust their budgets before the introduction of a hard funding formula.

The following points arose in discussion of the report and in response to questions from members of the Committee:

- A Member asked whether there were any potential uses for the £250k headroom funds other than adding it to the MFG. Officers stated that alternative uses included increasing the cap on gains from 3% to 3.1%, reviewing the impact of adding this sum to each formula factor or putting it into the Age Weighted Pupil Units (AWPU) figures. However, by adding the sum to the MFG it would provide additional protection to the relatively small number of schools which had not achieved gains under the formula;

The Executive Director stated that it would have been preferable to have had an impact assessment to inform decisions on use of the figure of up to £250k headroom which had been identified, but acknowledged the timing constraints created by the need to submit a final return to the EFSA by 19 January 2017;

- A Member commended the decision to include reports on both the pressures on High Needs funding and the proposal to transfer £0.7m from the Schools Block to the High Needs Block at the same meeting of the Schools Forum as it illustrated the level of demand within the High Needs Block;
- Officers stated that the level of the base budget for High Needs remained an issue and it was not yet known whether the option to top up its funding from the Schools Block would be available in the 2020/21 financial year when the hard funding formula was currently anticipated;
- A Member asked how many of the schools which would receive funds through the MFG were located in Fenland or East Cambridgeshire. Officers stated that they had not looked at this specifically, but that a number of schools which would be eligible for the MFG tended to be smaller rural schools across the county with typically less than 100 pupils on roll;
- The Chairman noted that increasing the level of protection offered by the MFG would support those schools which had not benefited from the new funding formula.

It was proposed by Councillor Downes, seconded by Councillor Hay, that the sum of £250k identified as headroom should be fed into the formula so that the Minimum Funding Guarantee is raised to a higher level of protection.

On being put to the vote, the proposal was carried unanimously.

- A Member commented that it was important to keep sight of the fact that Cambridgeshire's schools remained under pressure despite the relatively positive settlement for 2018/19 and expressed disappointment that not all elected members of the Committee had supported the motion on schools funding which they had proposed at the meeting of Council on 12 December 2017.

It was resolved:

- a) to note the £0.7m transfer of Dedicated Schools Grant funding from the Schools Block to the High Needs Block;
- b) to approve the local schools funding formula, for primary and secondary mainstream schools as set out in Section 4 and Appendix B to enable submission to the Education and Skills Funding Agency (ESFA);
- c) that £250,000 be fed into the formula so that the Minimum Funding Guarantee is raised to a higher level of protection.  
(**Action:** Head of Integrated Finance Services)

## 91. DATE OF NEXT MEETING

The Committee will meet next on Tuesday 13 March 2018 at 2.00pm in the Kreis Viersen Room, Shire Hall, Cambridge.

Chairman  
(date)

**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. It was last updated on **5 March 2018**.

| <b>Minutes of 12 September 2017</b> |  |                           |   |   |   |
|-------------------------------------|--|---------------------------|---|---|---|
| <b>32.</b>                          | <b>Educational Outcomes:<br/>Provisional Results</b> | <b>Jonathan<br/>Lewis</b> | To ask the Executive Director: People and Committees to suggest to the Social Mobility Opportunity Fund Strategy Group that some funds from a successful bid might be used to fund research into the causes of the gap in educational achievement between those in vulnerable groups and their peers. | <b>14.11.17:</b> To task the new Service Director for Education to provide a report in March 2018 on what was currently known about the causes for the gap in educational attainment between those in vulnerable groups and their peers in Cambridgeshire, how this was most effectively addressed and to identify if any further work was needed.<br><b>13.02.18:</b> Rescheduled to July 2018 following discussion at the Committee agenda setting meeting. | <b>Report to be provided in July 2018</b> |

**Minutes of the Meeting on 5 December 2017**

|            |  |   |  |   |  |
|------------|--|---|--|---|--|
| <b>66.</b> | <b>Capital Investment for Sawtry Village Academy</b> | <b>Wendi Ogle-Welbourn</b>                      | To report back to the Committee as soon as possible on her investigation of the circumstances at Sawtry Village Academy and the lessons learned. |   | <b>Report to be provided in March 2018</b> |
| <b>70.</b> | <b>Free School Proposals</b>                         | <b>Hazel Belchamber/<br/>Richenda Greenhill</b> | To arrange an informal meeting between Committee members and the new Regional Schools Commissioner.  | <b>22.01.18:</b><br>Meeting confirmed for 26 February 2018        | <b>Completed</b>                           |
| <b>72.</b> | <b>Apprenticeships</b>                               | <b>Helen Manley</b>                             | To provide a briefing note clarifying the position on apprenticeships in schools.  | <b>23.01.18:</b><br>Circulated to all Committee members by email. | <b>Completed</b>                           |

**Minutes of the meeting on 9 January 2018**

|     |  |  |   |   |                  |
|-----|--|--|---|---|------------------|
| 82. | <b>Contracts for delivery of home to school/ college transport</b>   | <b>Hazel Belchamber</b>                      | To review the discretionary elements of the home to school/ college transport policy and provide further advice.  |   | <b>On-going</b>  |
|     |  | <b>Richenda Greenhill</b>                    | To circulate a copy of a briefing note on primary transport entitlement to all members of the Committee.  | <b>10.01.18:</b> A copy emailed to all Committee members.   | <b>Completed</b> |
| 85. | <b>Review of Behaviour, Attendance and Improvement Partnership (BAIP) Service Level Agreement and the devolved funding formula for alternative education provision</b> | <b>Anna Wahlandt/<br/>Richenda Greenhill</b> | To defer consideration of this issue to obtain an impact assessment and to take account of the reservations expressed by Members.                           | <b>11.01.18:</b> Added to the Forward Agenda Plan for 13 March 2018.<br><b>05.03.18:</b> Report included on the agenda for 13 March 2018. | <b>Completed</b> |
| 87. | <b>Agenda plan, appointments and training plan</b>   | <b>Dee Revens/<br/>Richenda Greenhill</b>    | To arrange a two hour workshop on children's services and education services on a committee meeting date, led by the respective Service Directors.          | <b>15.01.18:</b> A workshop arranged for Tuesday 22 May 2017. Meeting invitations sent to all Committee members and substitutes.          | <b>On-going</b>  |
|     |  | <b>Dee Revens/<br/>Jenny Goodes</b>          | To add a visit to the multi-agency safeguarding hub (MASH) for members of CYP and the Corporate Parenting Sub-Committee, either individually or as a group. |   |                  |

|            |   |                           |   |  |                  |
|------------|---|---------------------------|---|--|------------------|
|            |   | <b>Richenda Greenhill</b> | To note the following changes to the Committee agenda plan: <ul style="list-style-type: none"> <li>i. Education Strategy and Plan – moved from March 2018 to May 2018;</li> <li>ii. Sponsor selection for new secondary school in Wisbech.</li> </ul> | 10.01.18: Agenda plan updated.   | <b>Completed</b> |
| <b>88.</b> | <b>Legal support plan: six month update</b> | <b>Eve Chowdhury</b>      | To circulate a report to committee members in March 2018 reporting feedback from clients on the LGSS Improvement Plan.  | Due March 2018   | <b>On-going</b>  |
| <b>90.</b> | <b>Schools Funding Formula 2018/19</b>      | <b>Jon Lee</b>            | To confirm the headroom figure to be fed into the formula so that the Minimum Funding Guarantee is raised to a higher level of protection.  | 23.01.18: Final schools budget update circulated to all members of the Committee by email. | <b>Completed</b> |

**REVIEW OF THE BEHAVIOUR, ATTENDANCE AND IMPROVEMENT PARTNERSHIP (BAIP) SERVICE LEVEL AGREEMENT AND THE DEVOLVED FUNDING FORMULA FOR ALTERNATIVE EDUCATION PROVISION**

**To:** Children and Young People Committee  
**Meeting Date:** 13 March 2018  
**From:** Wendi Ogle-Welbourn: Executive Director, People and Communities  
**Electoral division(s):** All

**Forward Plan ref:** n/a **Key decision:** No

**Purpose:** To provide Members with further information on the Devolved Funding Formula for Alternative Education Provision developed in consultation with the Leads for Cambridgeshire's Behaviour Improvement Partnerships (BAIPS).

**Recommendation** **Members are asked to:**

- a) note the additional information provided, in particular the detailed Community Impact Assessment setting out how each secondary school would be affected by the implementation of the new Funding Formula, and the impact of adopting the proposed transitional cap for one year.
- b) give approval to officers to proceed with the implementation of the new Funding Formula effective from 1 September 2018, and the proposed one year transitional arrangement which is aimed at minimising the impact on those schools which will receive a lower level of funding than currently.

| <b>Officer contact:</b> |  | <b>Member contacts:</b> |  |
|-------------------------|--|-------------------------|--|
| Name                    | Anna Wahlandt                                  | Names:                  | Councillors Simon Bywater  |
| Post:                   | County Alternative Education Provision Manager | Role:                   | Chairman, Children and Young People Committee  |
| Email:                  | Anna.wahlandt@cambridgeshire.gov.uk            | Email:                  | <a href="mailto:Simon.bywater@cambridgeshire.gov.uk">Simon.bywater@cambridgeshire.gov.uk</a> |
| Tel:                    | 01354 750369                                   | Tel:                    | 01223 706398 (office)  |

## 1. BACKGROUND

- 1.1 Since 2009 Cambridgeshire has had in place a devolved approach to the provision of alternative education for secondary aged children. Schools use the funding they are allocated to commission and secure suitable alternative education for those pupils with needs and behaviour that have become unmanageable within the mainstream setting, or have medical needs which mean they are unable to access mainstream lessons. The model means that children remain on the roll of their school and school leaders retain responsibility for their attendance, attainment and outcomes.
- 1.2 As set out in the Department for Education's (DfE) White Paper "Educational Excellence Everywhere" and the required national reforms to Alternative Provision (AP), Cambridgeshire's AP devolved funding model supports the government's drive to "change accountability arrangements so that a pupil's mainstream school will retain accountability for their educational outcomes" and to "take a lead role in commissioning their provision, including when they have permanently excluded the pupil but the pupil has not subsequently enrolled at a different mainstream school."
- 1.3 Nationally, schools will be responsible for the budgets from which AP is funded on the basis it will provide schools with stronger incentives to take preventative approaches and to achieve value for money when identifying the best and most suitable AP for any child that needs it.
- 1.4 Cambridgeshire secondary schools manage their devolved funding by being part of one of four Behaviour, Attendance and Improvement Partnerships (BAIPs). Each BAIP nominates a lead Head Teacher who organises BAIP meetings and liaises with the Local Authority. The County Alternative Education Provision Manager is the key link officer with the BAIPs, with a principal role to quality assure the provision commissioned by schools.
- 1.5 The current funding formula has been in place since April 2012. To date, with no new money in the system, but changing pupil numbers and levels of demand, despite efforts to do so, it has not proved possible to secure an agreement to a new formula. In 2018/19 the amount of devolved funding will be £4.994 million.
- 1.6 However, at the start of the financial year 2017/18 it was agreed, in consultation with the BAIP Leads to look again at revising the formula in response to a number of pressures in the school funding system:
- i. the lack of any immediate uplift in the High Needs Block
  - ii. the growth in pupil numbers
  - iii. the opening of new schools since the formula was originally agreed, for example, Cambourne Village College
  - iv. the increased complexity of need
- In addition, the following were identified as important changes to take into account:

- i. the academisation of The County School Pupil Referral Units in Cambridge City and Wisbech
- ii. the decommissioning of The County School's Huntingdon Learning Base
- iii. the introduction of the National Funding Formula for schools

The terms of reference for the task and finish group established to undertake the review are attached as **Appendix 1**.

- 1.7 At the Children and Young People (CYP) Committee meeting on 9 January 2018 Members considered a report setting out the conclusions of that review. Members requested a further report be presented to them at their March meeting providing more detailed information on the impact on individual schools as a result of the implementation of the new funding formula.

## 2. MAIN ISSUES

- 2.1 The system of devolved funding has brought about many improvements. For example, there has been a significant reduction in permanent exclusions; schools have developed in-house provision that is better meeting pupils' needs; and the Local Authority has been able to develop a rigorous quality assurance role without the encumbrance of being a provider.
- 2.2 Cambridgeshire's approach is the government's preferred way forward for AP nationally, and officers are contributing to the Department for Education's (DfE's) AP analysis work and the recently announced Education Select Committee's review.
- 2.3 In undertaking the review of the current funding formula and Service Level Agreement (SLA), the main aims have been to ensure that:
- the improvements secured to date are built upon;
  - there is transparency in terms of how funding allocations have been derived; and
  - there is consistency with the national funding formula.

Using October 2017 school census data provided by the Education and Skills Funding Agency (ESFA), the resulting proposed formula therefore applies the same factors as the national funding formula which are, Basic Entitlement (Key Stage 3 and Key Stage 4 Pupils), Free School Meals (FSM) entitlement, Looked After Children (LAC) numbers, English as an Additional Language (EAL), Prior Attainment and the Income Deprivation Affecting Children Index (IDACI). IDACI 2015. The latter is provided by the Department for Communities and Local Government and provides a set of relative deprivation for small areas linked by postcode.

The key principles underpinning the review are attached as **Appendix 2** and the updated SLA is attached as **Appendix 3**.

- 2.4 The initial proposals, including revisions to the funding formula were presented to Cambridgeshire Secondary Heads (CSH) on the 11 October 2017. Within the

accompanying report and at the meeting, all Head Teachers were requested to provide feedback on the proposals either individually or via the BAIP Leads by the 8 November 2017.

2.5 On the 16 November 2017 the feedback received was discussed by the task and finish group and the final proposals and next steps were agreed. These were subsequently presented to CSH the Director of Learning and the BAIP Lead for East and South Cambridgeshire Improvement Partnership (ESCIP).

2.6 In recognition of the pressures on schools, the CSH were asked for their views on whether a further top-slice should be applied to the Schools Block DSG to increase the fund available for AP in the High Needs Block Dedicated Schools Grant (DSG). The feedback received was considered by the task and finish group. The final decision taken by BAIP Leads was to keep the total funding allocation unchanged.

2.7 It was agreed, however, to support those schools whose funding would decrease by more than 10%, to apply a transitional cap of 10% for the period 1 September 2018 to 31 August 2019 for those schools affected as well as those whose funding would increase by more than 10%. The exceptions to this would be the new Littleport secondary school which opened in September 2017 and Trumpington Community College and Cambourne Village College, to recognise the fact that these schools are still growing to their planned operational capacities by a year group a year. This means that £240,227 of the available funding would be reallocated to these schools, diluting the amount of available to all the others. The revised funding formula will be implemented in full thereafter from September 2019. The AP funding formula will then be refreshed annually, using the latest available census data (the October census of the previous year). The SLA will be for three year period 2018-2021.

2.8 As requested by Members at their meeting on 12 January 2018, a Community Impact Assessment (CIA) is attached as **Appendix 4**. This details by school grouped by BAIP:

- Their current funding allocations
- Their illustrative funding allocation without a transitional cap being applied, the difference between that amount and their current allocation and what this is in percentage terms. The illustrative funding allocation is based on the October 2017 census.
- Their proposed funding allocation with a transitional cap of 10% if this was applied to schools which would both gain and lose 10% or more of their current funding allocation, based on the October 2017 census and the difference between this and what they could receive if no cap was applied.

2.9 As will be evident, the schools which will gain the most in percentage terms are the new schools which, as in the case of Littleport, have only just opened or, are still growing, as in the case of Trumpington and Cambourne Village College. Excluding these and the Cambridge Academy for Arts and Science (the former University Technical College), without a 10% funding cap:

- In the City, the school which would lose the greatest amount would be Netherhall (-18.96% without the transitional 10% cap). In contrast, the school which would see the greatest gain would be North Cambridge Academy (+33.95%).

According to the February 2018 return from schools to the County AP Manager, 15 (2%) of the 830 students at Netherhall attend Alternative Provision.

- In East Cambridgeshire, the school which would lose the greatest amount is Soham (-18.83% without the transitional 10% cap). According to the February 2018 return from schools to the County AP Manager, 12 (1%) of the 1,378 students at Soham attend Alternative Provision.
- In Fenland, no school would gain or lose more than the 10% cap threshold. Cromwell would be the only school to lose funding (-9.45%) whilst Thomas Clarkson would gain the most (+2.50%). According to the February 2018 return from schools to the County AP Manager, 12 (1%) of the 1,026 students at Cromwell attend Alternative Provision.
- In Huntingdonshire, Ernulf in St Neots would be the school which would lose most (-26.46% without the transitional 10% cap), whilst its partner school, Longsands would gain the most (+65.57% without the transitional 10% cap). This is a reflection of falling rolls at Ernulf, as detailed in Appendix 4. According to the February 2018 return from schools to the County AP Manager, 11 (2%) of the 518 students at Ernulf attend the Alternative Provision at Prospect House. At Longsands, 13 (1%) of the school's population of 1,436 attend the Alternative Provision at Prospect House. It should also be noted that like East Cambridgeshire, there is no PRU provision in Huntingdonshire.
- In South Cambridgeshire, the school which would lose most would be Sawston (-21.85% without the transitional 10% cap), whilst Impington would gain the most (+15.88% without the transitional 10% cap). It should be noted that Gamlingay Village College will close at the end of the autumn term 2019. The funding it currently receives will be redistributed via the funding formula in 2019/20.

2.10 Longsands would be the school which would benefit most should the transitional 10% cap not be applied. It would receive an additional £111,545 in 2018/19.

2.11 There would be a one off funding pressure of £20,821 if the decision was taken to apply the 10% transitional cap to those schools which would lose or gain 10% or more of their current funding allocation.

2.12 As will be evident, there will, inevitably be winners and losers as a result of implementing the new funding formula. The initial impact will be reduced on those which would lose the most as a result of the planned transitional arrangement. There would also be schools which would lose significantly should the Council not proceed to implement the formula which, was agreed in consultation with the BAIP Leads and has been subject to review by CSH.

### **3. ALIGNMENT WITH CORPORATE PRIORITIES**

#### **3.1 Developing the local economy for the benefit of all**

3.1.1 An appropriately skilled workforce is essential to Cambridgeshire's economic prosperity. High quality alternative provision means that fewer young people are at risk of becoming NEET (Not in Education, Employment or Training).

## **3.2 Helping people live healthy and independent lives**

3.2.1 The life chances of young people who are permanently excluded from school are significantly poorer. High quality AP reduces the risk of this happening.

## **3.3 Supporting and protecting vulnerable people**

3.3.1 This review of Alternative Education Provision in Cambridgeshire will help to ensure that:

- vulnerable children and young people at risk of failing to achieve full participation in learning have access to a relevant curriculum that is appropriate for their needs and meets statutory and legal requirements;
- schools maximise their capacity to be able to fully engage their most vulnerable students in learning to promote inclusion, maintain placements and reduce exclusions; and
- the necessary support arrangements required to stabilise a young person's educational placement are identified and plans are put in place which are then regularly reviewed to make sure that the needs are addressed and do not escalate.

## **4.0 SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

4.1.1 If a 10% cap is applied, this would create a one off £20,821 pressure for the 2018/19 financial year only. Thereafter, there would be no pressure on the Local Authority budget because the proposals would fall within the limits of available resource in the High Needs Block element of the dedicated schools grant currently allocated to Alternative Provision.

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

4.2.1 The recommended proposals meet all statutory requirements.

### **4.3 Equality and Diversity Implications**

4.3.1 There are no significant implications.

### **4.4 Engagement and Communications Implications**

4.4.1 There has been extensive consultation with secondary schools and BAIP Leads which is described in the main body of the report, Impact Assessment and Appendices.

### **4.5 Localism and Local Member Involvement**

4.5.1 There are no significant implications within this category.

## 4.6 Public Health Implications

### 4.6.1 There are no public health implications

| Implications  | Officer Clearance                             |
|---|---|
|   |   |
| Have the resource implications been cleared by Finance?   | Yes<br>Name of Financial Officer: Martin Wade |
|   |   |
| Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement? | Yes or No<br>Name of Officer:                 |
|   |   |
| Has the impact on statutory, legal and risk implications been cleared by LGSS Law?  | Yes or No<br>Name of Legal Officer:           |
|   |   |
| Have the equality and diversity implications been cleared by your Service Contact?  | Yes<br>Name of Officer: Hazel Belchamber      |
|   |   |
| Have any engagement and communication implications been cleared by Communications?  | Yes<br>Name of Officer: Jo Dickson            |
|   |   |
| Have any localism and Local Member involvement issues been cleared by your Service Contact?                                   | Yes<br>Name of Officer: Hazel Belchamber      |
|   |   |
| Have any Public Health implications been cleared by Public Health   | Yes or No<br>Name of Officer:                 |

## SOURCE DOCUMENTS

| Source Documents | Location   |
|------------------|--|
| Current SLA      | Hereward Hall, March   |
| AP Directory     | Contact: Anna<br><a href="mailto:Wahlandt@cambridgeshire.gov.uk">Wahlandt@cambridgeshire.gov.uk</a> or on 01354 750369 |



**Report Title:**           **Terms of Reference: Review of the BAIP Service Level Agreement and the devolved funding formula for Alternative Provision**

**Authors:**               Anna Wahlandt, County Alternative Education Provision Manager  
Rob Stephens, Finance Business Partner

## **1.0 Background**

- 1.1 In the context of proposed national schools funding reforms, notwithstanding any change of government or government policy, the proposals set out in the Department for Education's (DfE's) White Paper "Educational Excellence Everywhere" and the forthcoming Local Authority (LA) strategic review of high needs provision, there is a real opportunity to review the existing BAIP Service Level Agreement and devolved funding formula for Alternative Provision. A review will provide an opportunity to implement change, where possible, in order to manage some of the emerging demographic pressures in the most efficient and effective way, within the limits of available resource and known significant budgetary pressures on the High Needs Block element of the Dedicated Schools Grant.
- 1.2 As set out in the DfE's White Paper "Educational Excellence Everywhere" and the required national reforms to Alternative Provision (AP), Cambridgeshire's AP devolved funding model supports the government's drive (prior to the dissolution of Parliament) to *"change accountability arrangements so that a pupil's mainstream school will retain accountability for their educational outcomes and will take a lead role in commissioning their provision, including when they have permanently excluded the pupil but the pupil has not subsequently enrolled at a different mainstream school. Mainstream schools will support AP providers to deliver a broad and balanced curriculum and high quality teaching by sharing subject specialists and facilities that smaller alternative providers would otherwise find hard to access."*
- 1.3 Nationally, schools will be responsible for the budgets from which AP is funded. The DfE proposed this on the basis it would provide schools with stronger incentives to take preventative approaches and to achieve value for money when identifying the best and most suitable alternative provision for any child that needs it.

## **2.0 National Context**

- 2.1 The DfE have created a High Needs Strategic Planning fund to support LAs to carry out a strategic review of their high needs provision. The DfE state that they *"...anticipate that local authorities will use the funding provided to increase their capacity so that their review and planning of specialist provision is high-quality and collaborative, where appropriate undertaken jointly with neighbouring authorities. Where such review and planning work has already been undertaken along the lines envisaged, this fund can be used to help implement the outcomes of the reviews."*

2.2 To demonstrate transparency and accountability, LAs are required to publish the outcomes of the strategic review of their high needs provision by March 2018.

### **3.0 Local Context**

3.1 The current funding formula has been in place since April 2012. The initial intention was this formula would be in place for 3 years, to match the original 3 year commissioning of PRU places. However, the 3 year commissioning of PRU places ended earlier than planned on 31<sup>st</sup> August 2014, following transfer to the revised charging methodology as defined by the DfE.

3.2 The increasing number of children with complex needs requiring special school places, has resulted in a growing pressure across the High Needs Block. Equally, spend on a number of other areas such as SEN Units, SEN Placements and Out of Schools Tuition have historically overspent. Alongside this the illustrative figures published as part of the national High Needs funding reforms suggest that Cambridgeshire will be on the funding floor and as such will not receive any uplift in high needs funding for at least 2-3 years. As a result of the increasing need and lack of any immediate uplift in funding there is a need to review how the current resources are allocated to ensure it is being used in the most appropriate and efficient way to best meet the needs of the young people it is required to support.

3.3 It is proposed to establish a time-limited task and finish group to undertake a review of the current BAIP Service Level Agreement.

### **4.0 Triggers for this review -**

4.1 There are a number of local triggers for this review, including:

4.1.1 Catchment schools that are out of county - the current funding formula does not recognise that there are a number of Cambridgeshire resident children whose catchment school is out of county.

4.1.2 New secondary schools - the current funding formula does not recognise the development of the new secondary schools

4.1.3 Establishment of free schools

4.1.4 Establishment of Multi Academy Trusts (MATs)

4.1.5 Demographic change – since the current funding formula was implemented there has been some significant changes in Cambridgeshire’s demography.

4.1.6 The Academisation of The County School Pupil Referral Unit in Cambridge City and Wisbech and the decommissioning of The County School’s Huntingdon Learning Base (HLB)

4.2 It is recommended that outcomes from the proposed task and finish group should inform a wider set of recommendations in the local strategic plan. Key areas identified for review include:

- 4.2.1 Funding Allocations – a detailed review of how the High Needs Block is used to support those children and young people with life-long complex needs, and how the funding can be used differently.
- 4.2.2 SEMH Provision – ensuring there is a coherent graduated response for children and young people experiencing difficulties resulting from their psychological and emotional wellbeing. This review will include support for pupils in school; those at risk of exclusion; and those needing to access short or longer term provision within the County.
- 4.2.3 An integrated 0 – 25 years SEND Service – identified need for a more targeted approach for children and young people with complex needs, bringing together services across CFA to provide a more coordinated and cost effective response.

## 5 Governance Arrangements

5.1 Reporting to Keith Grimwade, Service Director for Learning, a task and finish group will be established, comprised of the following Officers and BAIP leads/representatives.

|  |   |
|--|---|
| Hazel Belchamber   | Head of Service: 0 – 19 Place Planning and Organisation Service |
| Anna Wahlandt  | County Alternative Education Provision Manager                  |
| Rob Stephens   | Finance Business Partner  |
| Martin Wade  | Strategic Finance Manager                                       |
| Phil Garnham   | Area Senior Adviser, Schools Intervention Service               |
| Carol Way  | County Inclusion Manager  |
| Rob Campbell – ESCIP<br>Jodh Dhesi/Chris Tooley – City<br>Sam Griffin/Rick Carroll – Hunts<br>Jane Horn – Fenland<br>Jonathan Digby – CSH<br>Kate Coates - CPH | BAIP Leads  |

5.2 The task and finish group will identify areas for change that will require formal approval from all members. The approval process will be as below:

- 1) *Draft* ToR for ‘A full and comprehensive review of the existing BAIP Service Level Agreement and Devolved Funding Arrangements’ to be approved by group members/BAIP Leads on behalf of their schools

- 2) The task and finish group to report findings and recommendations to BAIP Leads meetings.
- 3) BAIP Leads to formally request that recommendations from the review are implemented as a key component of the LA's wider review of High Needs Strategic Plan, commissioned by the DfE.

5.3 There are a number of potential interdependencies that may impact this review; both in scope and the timeframe in which changes can happen. These include

- National funding reforms; the DfE were originally due to publish stage 2 consultation results in the summer of 2017. We now await confirmation of this due to the general election.
- The potential opportunity for Cambridgeshire to work as a key partner with the DfE to influence proposed changes to national policy through the National Funding Reforms.
- The LA's strategic review of high needs provision, set in the context of increasing budgetary pressure in the High Needs Block
- The LA's current review of education services
- The LA's children's change programme

## 6 Project Aims and Scope

6.1 Within the limits of available resource and known significant budgetary pressures on the High Needs Block element of the dedicated schools grant, the project aims to make best use of resource available to commission AP. The task and finish group aims to develop:

1. A set of proposals to enable the LA and Schools to meet the requirements set out in the DfE's White Paper "Education Excellence Everywhere".
2. A revised BAIP SLA and funding formula for AP that supports schools to:
  - remain accountable for the education of pupils in AP and responsible for commissioning high expert provision for pupils with needs and behaviour that have become unmanageable within the mainstream setting
  - commission AP to meet defined needs including significant behavioural problems; complex medical or mental health conditions; and extreme vulnerability due to personal and social issues. AP providers to work with the mainstream school to put in place a tailored plan for each pupil to support them to achieve the high quality qualifications they need in adult life.
  - retain accountability for their educational outcomes and take the lead role in commissioning their provision, including when they have permanently excluded the pupil but a pupil has not subsequently enrolled at a different mainstream school
  - be responsible for the budgets from which AP is funded, to achieve value for money when identifying the best and most suitable AP.
3. A revised BAIP SLA and funding formula for devolved AP that supports the LA to:

- Ensure sufficiency of AP (the Children and Families Act 2014 reaffirms the role of local authorities for securing effective provision for those with high needs).
- Deliver a fairer and clear funding for schools based on the needs and characteristics of pupils and the best use of funds.

## 7 Timescales

### 7.1 An indicative timescale for the review/implementation:

|                        |   |
|------------------------|---|
| February 2017          | Request for review of funding formula made by BAIP Leads  |
| May 2017               | Draft ToR reviewed and discussed at BAIP Leads 18/05/17   |
| May 2017               | Final ToR agreed by BAIP Leads and shared with all schools  |
| May – July 2017        | Review of High Needs Block Spend to be undertaken   |
| June 2017              | LA Education Services proposals to be published   |
| June – October 2017    | Task and finish group to lead review and prepare recommendations  |
| Summer 2017            | DfE to publish Stage 2 consultation results – Subject to confirmation.  |
| March 2018             | Publication of Cambridgeshire’s High Needs Strategic Plan   |
| April – September 2018 | <b>Implementation of revised funding formula and BAIP SLA</b> , with appropriate transition arrangements as required (to be determined) |
| September 2019         | Implementation of National Schools Funding Formula  |



**KEY PRINCIPLES UNDERPINNING THE REVIEW**

**The revised funding formula will reflect local demographic changes to Cambridgeshire’s population and will allocate funding to new or expanding schools.**

The funding formula will be informed by census data. The school data feeding in to the funding formula will be refreshed annually in line with the main schools funding formula, accounting for changes in demography on an annual basis. By refreshing the data on an annual basis, this will mitigate against significant movement in funding between schools which would be the likely result if the funding formula was refreshed less frequently. The annual refresh of data will provide an opportunity to implement change, where possible, in order to manage some of the emerging demographic pressures such as the emergence of proposed new free school capacity in Cambridgeshire in the most effective way.

**Changes implemented will be in line with likely changes to future national policy for Alternative Provision.**

It is anticipated that nationally, schools will be responsible for the budgets from which AP is funded. The Department for Education (DfE) proposed this on the basis it would provide schools with stronger incentives to take preventative approaches and to achieve value for money when identifying the best and most suitable alternative provision for any child that needs it. By maintaining devolved funding arrangements in Cambridgeshire, this is in line with expected changes to funding methodology nationally; local authorities will be expected to devolve funding to schools as per arrangements in Cambridgeshire. Whilst we do not know the timing of implementation nationally, we would have a system in place that could be adjusted locally to meet changes to DfE policy. Any requirement to implement a national or different funding formula for devolution may require a further review of the funding formula. However it is anticipated that there would be a transition period within which local adjustments can be implemented.

**Schools will be asked to report on how their devolved funding is spent**, and this will be considered alongside outcomes data. This will be requested from each individual school once a year in September for the previous academic year.

**There will be a Service Level Agreement (SLA) with each school in order to receive their devolved funding.**

An agreement for the funding is held between each school and the LA. The agreement will be signed by the respective Head Teacher, Chair of Governors and Accounting Officer of the Academy Trust. The SLA will be dated from 2018 – 2021, however, it will be refreshed by exception to take into account changes to national policy, and or personnel changes within schools (the key SLA signatories.)

**There will be two robust escalation processes in the Service Level Agreement.**

In the context of Ofsted’s increasing focus on ‘off-rolling’, the revised BAIP SLA sets out the consequences for any school that does not sign the SLA (does not receive their BAIP funding) or signs the agreement but does not adhere to it.

**Schools that decide not to sign the BAIP SLA.** The funding allocation for the school will be held centrally by the Local Authority. If a school that has not signed the BAIP SLA permanently excludes a student, this case will be referred to the Local Authority's Fair Access Panel where an alternative school will be identified within the BAIP, to place that student on their school roll. If the student requires AP, the funding held centrally by the Local Authority will be used to commission appropriate AP, informed by the Local Authority's Central AP Directory.

**A school has signed the SLA but excludes a student.**

A £70 per day 'Student Level Contribution' will be payable by the excluding school to the receiving school, pro-rata for remainder or the current school year.

## **NAME OF BAIP Behaviour and Attendance Improvement Partnership (BAIP)**

### **Service Level Agreement (SLA) for school financial years 2018 – 2021**

#### **1. The Agreement**

This agreement sets out the role and responsibilities between Cambridgeshire County Council and the schools who constitute Behaviour Attendance Improvement Partnerships (the BAIPs) for the funding of alternative education. This agreement will cover the period from September 2018 – August 2021 and will be refreshed by exception to take into account changes to national policy, and or personnel changes within schools (key SLA signatories.)

1.1 Any changes or modifications will be negotiated and agreed by BAIP Leads.

1.2 The annual funding formula data will be informed by the October school census provided by the DfE. The school data feeding in to the funding formula will be refreshed annually in line with the main schools funding formula, accounting for changes in demography on an annual basis.

1.3 This agreement is based upon principles established in collaboration with the Head teachers and partnerships in Cambridgeshire. These are as follows

- i) To work for the benefit of all pupils who are usually resident in Cambridgeshire
- ii) To be responsible to the community which schools serve
- iii) To make a choice for collaboration and working in partnership with peer Heads
- iv) To reduce permanent exclusion as far as practicable and to retain responsibility for permanently excluded pupils
- v) To maintain pupils on school rolls
- vi) To adhere to the principle of peer challenge as a means of governance and also in service of pupil outcomes.
- vii) To champion the needs of the vulnerable child

#### **2. Devolved Functions**

2.1 The devolvement of funds for alternative education from the High Needs Block to schools via BAIPs is to put Head teachers in control of the decision making process by giving Heads direct financial control of the budget. Head teachers are best placed to make these decisions for their schools and pupils. Schools, working in partnership within the BAIP allows for Heads to plan, collaborate and to challenge each other as peers to ensure that the system remains coherent, fair and transparent. This requires trust and also investment in the partnership as an entity by Heads.

2.2 The devolution of funding does not change the current statutory responsibilities of the Local Authority and schools. However, the devolved arrangements clearly shift the responsibility and accountability of the provision of alternative education through devolved funding of the budget to schools and partnerships. It is by mutual consent that the Local Authority and the schools have agreed to work in partnership, to devolve the budget and therefore to pass the operational responsibility for decision-making and placement for alternative education to the Head teachers. The Education White Paper 2016 follows this direction of travel and statutory change is likely to result. It is likely that the SLA may need to be changed in anticipation of legislative changes which may follow.

2.3 It is an explicit condition of the devolvement of the budget that schools within each BAIP accept the responsibility for the education of all Cambridgeshire pupils. This includes Cambridgeshire resident pupils, previously Electively Home Educated pupils, Looked After Children placed by other Local Authorities as well as those accommodated by Cambridgeshire and Cambridgeshire resident pupils whose catchment school is not in Cambridgeshire. Annex 1 sets out a flowchart for determining schools and BAIP responsibility for students. The devolved budget is for all pupils with behavioural and medical needs. It includes transport costs except when these are covered by the Authority's home to school/college travel assistance policy. It does not cover pupils with an Education Health Care Plan (EHCP) as these pupils are placed by the Statutory Assessment Team within the SEND Specialist Service (0-25 years).

2.4 The Education Services Directorate retains responsibility and central funding for the Pilgrim Pupil Referral Unit (PRU) which supports in-patient medical needs students. This includes pupils who are placed in in-patient beds through NHS admission out of County. The Education Services Directorate will retain management responsibility for behaviour support functions offered to schools where these are not already offered on a traded basis, for example the Education Inclusion Officers who will contribute to the inclusion work of schools.

2.5 All pupils will remain on or be placed upon a school roll. The principle is for all pupils to belong to a school and for schools to have continuing responsibility for the pupils and for their results. The default position is that a pupil will be placed on the roll of the catchment school. The County cannot open and hold an educational roll for pupils who are not placed on a school roll as we are no longer OFSTED registered.

2.6 It is recognised that there are potential issues for Heads who are leading their school and also working in an area based partnership when they may also be part of a Multi-Academy Trust (MAT) which has a very different geographic reach. It is important that the Cambridgeshire arrangements are made clear to new MATs which are formed or expand to include schools in Cambridgeshire. The Local Authority will expect to negotiate and enter into agreements with MATs when necessary.

### **Schools within each BAIP agree to:**

- Provide all secondary age pupils with appropriate educational provision in accordance with national regulations and guidance.
- Adhere to the provisions detailed in the County Alternative Provision Directory Guide, including the use of appropriate forms and documentation and to work with the County Alternative Education Manager who is the owner of this document.
- Provide alternative education to excluded students from the 6<sup>th</sup> day of their exclusion (permanent or fixed term) and from the first day if the pupil is LAC. Whilst this remains a statutory function for the Local Authority the funding for such provision has been devolved to the BAIP. Schools are also required to provide for any student for whom a school can no longer provide onsite provision, whether they are excluded or not.
- Only use devolved funding for services (including preventative work) for pupils who are, or who may be at risk of exclusion, or where there are medical needs and they are not well enough to attend school in line with the Medical Needs Protocol.
- Maintain an up-to-date register of all students receiving alternative education as required by Ofsted and share with the County AP Manager on a termly basis so a central register can be maintained. The local definition of a pupil who is receiving alternative education is where a pupil receives an education with a 20% or more variance from the mainstream curriculum

offer. All such pupils should have their educational plans detailed in an Individual Alternative Education Plan. Schools should also have an Early Help Assessment (EHA) for these pupils.

- Maintain attendance data records with accurate coding to record the attendance of pupils attending alternative provision where this is provided off site.
- Send information about prior attainment to any alternative education provider as part of the planning process.
- Review the Individual Alternative Education Plan with the pupil and parents every 6 weeks. The BAIP should take steps to ensure that the pastoral care and oversight of all pupils receiving alternative education is maintained by the responsible school. The IAEP form should be signed by the parent and student.
- Meet as a partnership at least once a term. The internal organisation of the BAIP is a matter for the partnership. It is advised that the BAIP maintain a Partnership Agreement for the working of their BAIP, setting out the responsibilities of the individual schools that comprise the BAIP. The BAIP should make their partnership organisational structure and points of contact known to the Local Authority. The BAIP may wish to invite Local Authority Officers to attend their meetings in full or in part, as non-voting attendees.
- Work in partnership with the County AP Manager to enable quality assurance/AP internal audits within schools to take place and review when necessary.
- Comply with the Local Authority's policies. The devolvement of funds for alternative education is predicated upon the BAIP and their schools adhering to the Authority's policies and protocols for Managed Moves, Medical Needs, Mid-phase transfers and Approved transfers, Registration, In Year Fair Access and the statutory Admissions Code.
- Permanent Exclusions are rare in Cambridgeshire Secondary Schools; the possibility to arrange a Managed Move or refer to alternative education has largely removed the need to permanently exclude. Where, however, a Head does use this sanction, the excluding school will retain the responsibility for that pupil's education until such time as they can be placed in another school; if another mainstream setting is not considered appropriate then they will need to continue to educate the student. It should be noted that DfE requires schools to remove permanently excluded pupils from roll. Therefore the Basic Entitlement will be lost so the excluding school will have reduced funding with which to provide alternative provision. Where a permanently excluded student is placed in another school and that placement also breaks down, there is an exception for the BAIP to look to a solution which would not penalise the receiving school, with liability remaining with the sending school for 15 weeks.
- If any school should not sign the BAIP SLA, the funding allocation for the school will be held centrally by the Local Authority. If a school that has not signed the BAIP SLA permanently excludes a student, this case will be referred to the Local Authority's Fair Access Panel where an alternative school will be identified within the BAIP, to place that student on their school roll. If the student requires AP, the funding held centrally by the Local Authority will be used to commission appropriate AP, informed by the Local Authority's Central AP Directory.
- If a school has signed the SLA but excludes a student, a £70 per day 'Student Level Contribution' will be payable by the excluding school to the receiving school, pro-rata for remainder or the current school year.

Adherence to the Council's Quality assurance framework for Alternative Provision.

The County Alternative Education Provision Directory offers a guide to Cambridgeshire Schools

– the Providers within are working with us to meet the rigorous Local Authority quality assurance processes overseen by the AP Quality Assurance Board.

Schools have an obligation to procure services in line with their own arrangements for Contract Procedure Rules and their responsibility to be compliant with EU Procurement Regulations. Ultimately it is the responsibility of each individual Commissioning School to reassure themselves of the quality and suitability of any Alternative Provision. However, the Directory explains the quality assurance checks that have been undertaken by the Local Authority and provides direction towards good quality and local availability of Provision.

The information within the Directory shows the quality assurance checks undertaken by the Local Authority in stages – Stage 1- 4 and recommends further quality assurance checks that schools must undertake to satisfy themselves of quality and appropriateness of the provision.

Within the limits of available resource and known significant budgetary pressures on the High Needs Block element of the dedicated schools grant, the SLA ensures the best use of resource available to commission AP, supporting schools to:

- remain accountable for the education of pupils in AP and responsible for commissioning high expert provision for pupils with needs and behaviour that have become unmanageable within the mainstream setting
- commission AP to meet defined needs including significant behavioural problems; complex medical or mental health conditions; and extreme vulnerability due to personal and social issues. AP providers to work with the mainstream school to put in place a tailored plan for each pupil to support them to achieve the high quality qualifications they need in adult life.
- retain accountability for their educational outcomes and will take a lead role in commissioning their provision, including when they have permanently excluded the pupil but the pupil has not subsequently enrolled at a different mainstream school
- be responsible for the budgets from which AP is funded, to achieve value for money when identifying the best and most suitable AP.

Within the limits of available resource and known significant budgetary pressures on the High Needs Block element of the dedicated schools grant, the SLA ensures the best use of resource available to commission AP, supporting the Local Authority to to:

- Ensure sufficiency of AP (the Children and Families Act 2014 reaffirms the role of local authorities for securing effective provision for those with high needs).
- Deliver a fairer and clear funding of schools based on the needs and characteristics of pupils and the best use of funds.

### **BAIP Chair responsibilities**

- The BAIP Chair is elected by the BAIP partnership and should be a Head teacher. The post is unremunerated but limited costs may be recouped from the BAIP subject to the partnership agreeing to this annually.
- The BAIP Chair agrees to attend the BAIP Leads meetings. The BAIP Chair is the first point of contact for dispute resolution between Heads or between Heads and the Local Authority. The Chair may hold any contingency funds retained centrally by the partnership for exceptional cases. The Chair may delegate functions for local collaborative or operational

arrangements to a BAIP inclusion sub-group.

- The Chair may also act as a gatekeeper for the access to AP places if the partnership has commissioned places from the AP Academy. If places have been commissioned then the chair will be responsible for the negotiation with the AP provider (currently TBAP) regarding the number of places to be commissioned.
- The Chair agrees to convene the BAIP partnership and in collaboration with Local Authority Officers, induct new Heads into the area into the processes concerning alternative education in Cambridgeshire.

### **The Local Authority agrees to**

- Provide funding from the High Needs Block and to manage the devolvement of funds and formula for budget allocation.
- Provide a dedicated County Manager for Alternative Education as a lead Officer who will be supported by the County Inclusion Manager, County Behaviour and Attendance Manager and the Education Inclusion Officers.
- Provide support and assistance to the BAIP partnerships by way of attendance at meetings.
- Maintain the integrity of the functioning of the policies and protocols in place through casework, challenge and enforcement where necessary.
- Keep schools and BAIPs informed of any changes to funding from the High Needs Block and to seek to maintain the funding commitment via an annual review.
- Act as an arbiter in disputes and to maintain the effective operational structures and process which underpin the devolvement of funding.

### **3. Funding and Financial Management**

The final budget allocation will be agreed by Schools Forum until the national funding formula for schools is agreed and settled. The budget for alternative education is derived from the High Needs Block and this budget is subject to variation. The budget year will run from September to August in line with Academy budgets. Payment will be made to schools directly or through a BAIP nominated banker school.

The financial management of the BAIP must accord with the systems, procedures and other protocols of the Local Authority. The partnership agreement of the BAIP should set out the delegated authority of any individual or group entitled to commit BAIP funds.

Funding will be transferred to schools on a quarterly basis in month 1 of each period.

### **4. Rectification Processes**

Where a school in the BAIP does not meet the agreed quality standards then the Education Services Directorate and the school will meet to discuss improvement measures. In the first instance this will be the role of the County Alternative Education Manager. Subject to the outcomes of these discussions, the Education Directorate may request that the school prepares a written plan setting out the steps it proposes to take to address the issues raised. The matter

will also be raised with the BAIP chair.

## 5. Signatures

This agreement is signed by the school Head Teacher:

Name:

Date:

This agreement is signed by the Chair of Governors:

Name:

Date:

This agreement is signed by the Chief Accounting Officer:

Name

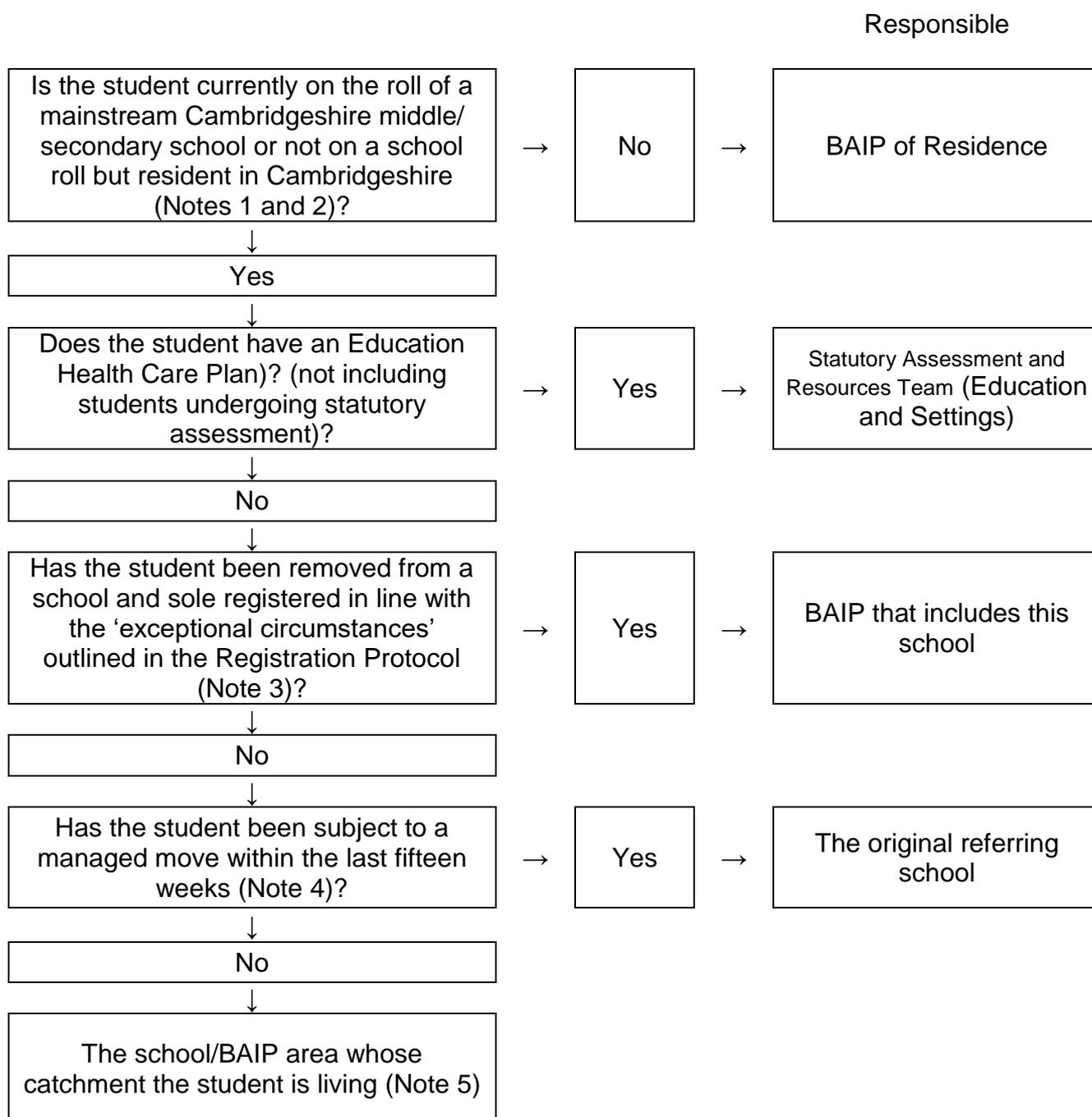
Date:

On behalf of the Local Authority by: Anna Wahlandt - County Alternative Education Provision Manager

Name:

Date:

## Allocating responsibility for funding alternative provision for students 11-16 years



If there are any cases where the responsibility for providing alternative provision is still unclear after applying the above processes the Local Authority's Education Director will arbitrate.

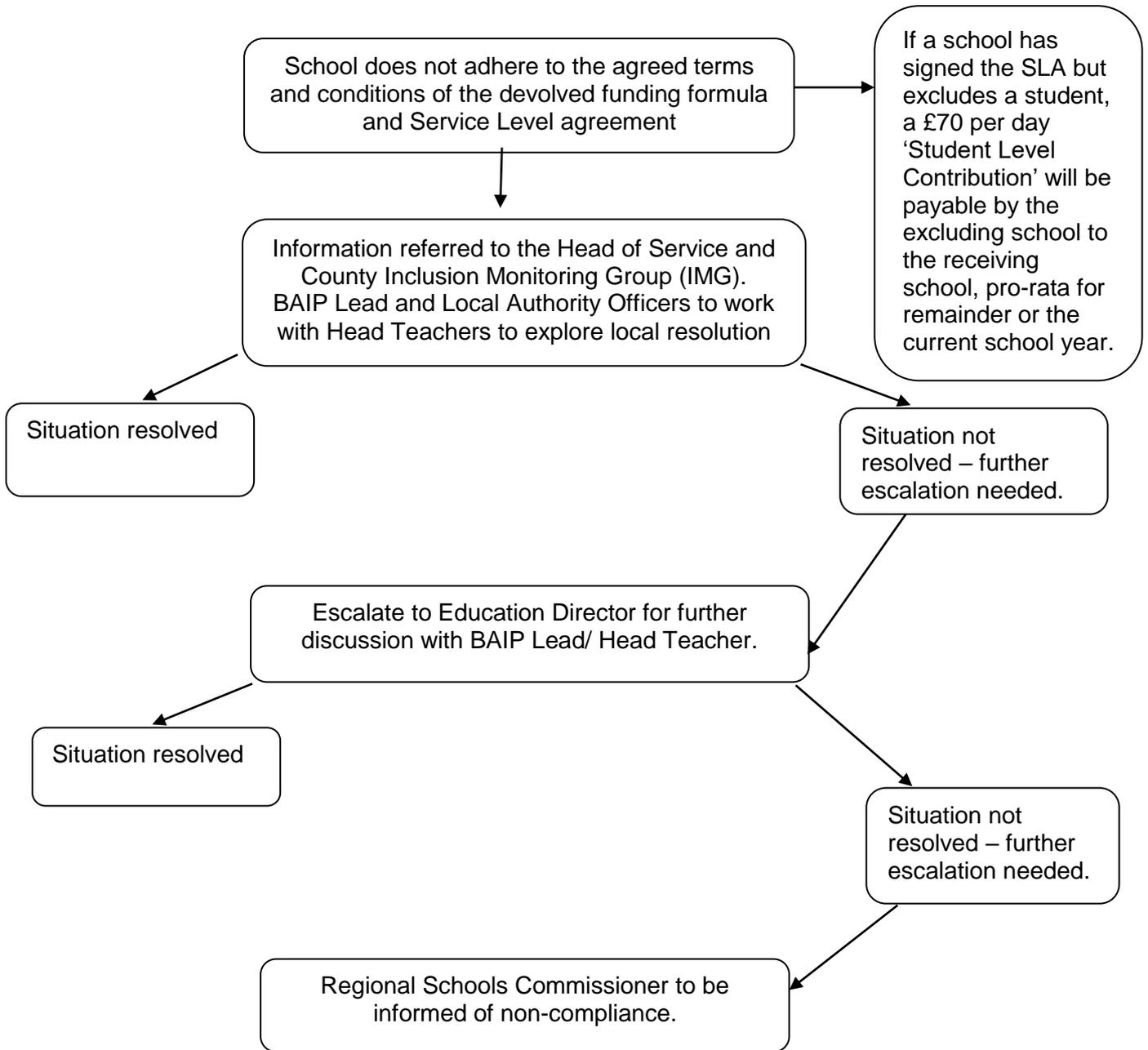
## Notes

- 1) There may be a few students who access Cambridgeshire provision without living in the County or attending a state-funded Cambridgeshire school, e.g. if they are funded by a neighbouring authority. Such students would not be the responsibility of a BAIP.
- 2) If the student is on a mainstream secondary school roll the BAIP including that school will be responsible unless the student falls into one of the specific categories on the flowchart. If the student is not on a school roll, but resident in Cambridgeshire, the responsible BAIP will be based on the student's address unless they fall into one of the specific categories on the flowchart. If the student has been permanently excluded from a neighboring authority's school that school should contribute an AWPU recharge in the year of exclusion, but the BAIP will be responsible for all other existing and future costs.
- 3) Sole registration – if a student is taken off roll and registered solely at the PRU in line with the 'exceptional circumstances' set out within the Registration Protocol the financial responsibility remains with the BAIP containing the school taking the student off roll.
- 4) Managed Moves – if a student has been subject to a managed move within the last fifteen weeks the financial responsibility remains with the original referring school in line with the Managed Moves Protocol.
- 5) Where the student's address is used to determine the responsible BAIP this will normally be the BAIP containing the school in whose catchment the address falls. Where an address is not within the catchment of any Cambridgeshire secondary school (as the catchment school lies in a neighbouring authority) the responsible BAIP will be based on the Locality.

The above process assumes that the Authority's guidance on In Year Fair Access, Registration and Exclusion is followed in all cases.

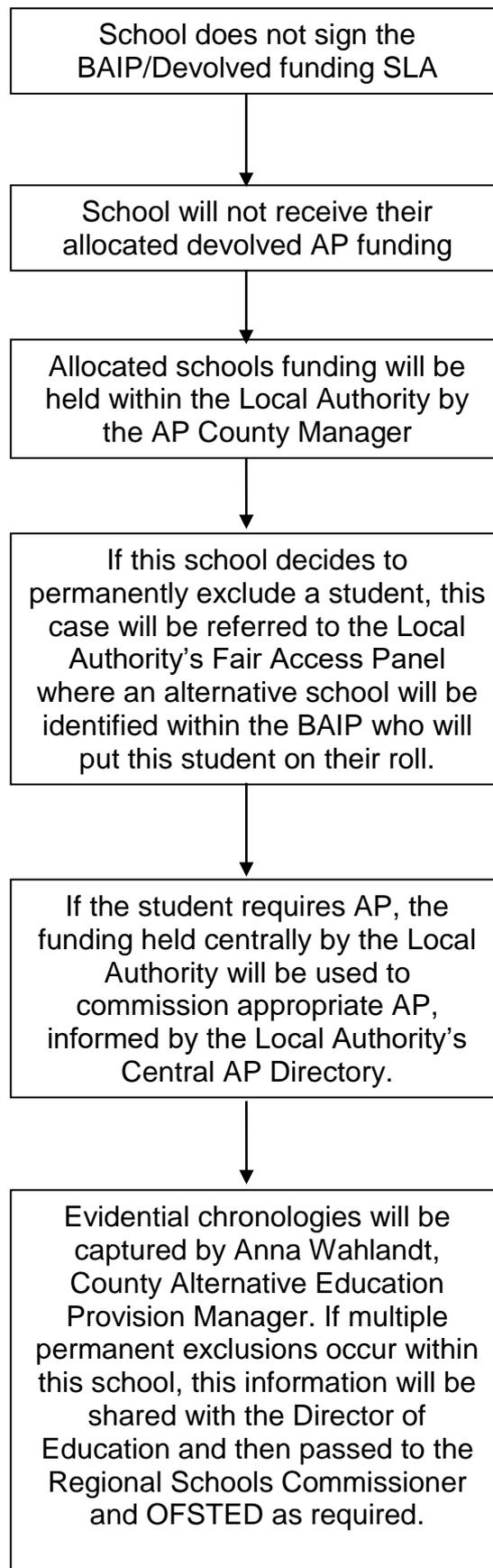
## Escalation Route 1.

Below is the escalation route where schools are not adhering to the signed and agreed terms and conditions of this agreement and have had the devolved AP funding.



## Escalation Route 2

Below is the escalation route if schools do not sign the SLA.





## COMMUNITY IMPACT ASSESSMENT

| Directorate / Service Area   |  | Officer undertaking the assessment  |  |
|--|--|---|--|
| Children, Families and Adults  |  | Name: Anna Wahlandt<br>Rob Stephens<br><br>Job Title: County Alternative Education<br>Provision Manager<br>Job Title: Finance Business Partner<br><br>Contact details: 01354 750369 |  |
| Service / Document / Function being assessed   |  |   |  |
| Behaviour Attendance Improvement Partnership (BAIP) Devolved Funding and SLA Review.   |  |   |  |
| Business Plan Proposal Number (if relevant)  |  |   |  |
| Aims and Objectives of Service / Document / Function   |  |   |  |
| <p>Alternative Education Provision is for our most vulnerable children who are at risk of or have been permanently excluded and other pupils who, because of illness or other reasons, cannot access their education within a mainstream school.</p> <p>The devolvement of funds for alternative education from the High Needs Block to schools via BAIPS (Behaviour Attendance Improvement Partnerships) put Head Teachers in control of the decision-making process by giving them direct financial control of the budget.</p> <p>Head Teachers are best placed to make these decisions for their schools and pupils. Working in partnership within the BAIP allows for Head Teachers to plan, collaborate and to challenge each other as peers to ensure that the system remains coherent, fair and transparent. This requires trust and also investment in the partnership as an entity by Head Teachers.</p> <p>The devolution of funding does not change the current statutory responsibilities of the Local Authority and schools. However, the devolved arrangements clearly shift the responsibility and accountability of the provision of alternative education through devolved funding of the budget to schools and partnerships.</p> <p>The current funding formula and Service Level Agreement (SLA) between the Local Authority and Cambridgeshire Secondary Schools has been in place since April 2012 and has:</p> <ul style="list-style-type: none"> <li>• Maintained lower levels of permanent exclusions</li> <li>• Improved partnership working</li> <li>• Created opportunities for investment in schools</li> <li>• Improved data collection</li> <li>• Secured robust quality assurance of AP providers</li> <li>• Secured effective management of a contingency resource in some areas</li> </ul> <p>The Cambridgeshire model has created a lot of interest nationally from other Local Authorities, the DfE and OFSTED.</p> |  |   |  |

## What is changing?

In June 2017 a time-limited task and finish group was established to undertake a review of the current BAIP SLA.

There were a number of triggers for this review, including the proposed national schools funding reforms, the proposals set out in the Department for Education's (DfE's) White Paper "Educational Excellence Everywhere" and the forthcoming Local Authority (LA) strategic review of high needs provision, as well as the following key local factors:

- The current funding formula does not recognise that there are a number of Cambridgeshire resident children whose catchment school is out of county.
- The current funding formula does not recognise the development of the new secondary schools
- The establishment of free schools
- The establishment of Multi Academy Trusts (MATs)
- Demographic change – since the current funding formula was implemented there has been some significant changes in Cambridgeshire's demography.
- The Academisation of The County School Pupil Referral Unit in Cambridge City and Wisbech and the decommissioning of The County School's Huntingdon Learning Base (HLB)
- The existing SLA does not include a robust escalation process
- We do not currently have a substantial outcome reporting framework

As set out in the DfE's White Paper "Educational Excellence Everywhere" and the required national reforms to Alternative Provision (AP), Cambridgeshire's AP devolved funding model supports the government's drive to

*"change accountability arrangements so that a pupil's mainstream school will retain accountability for their educational outcomes and will take a lead role in commissioning their provision, including when they have permanently excluded the pupil but the pupil has not subsequently enrolled at a different mainstream school.*

*Mainstream schools will support AP providers to deliver a broad and balanced curriculum and high quality teaching by sharing subject specialists and facilities that smaller alternative providers would otherwise find hard to access."*

Nationally, schools will be responsible for the budgets from which AP is funded. The DfE propose this will provide schools with stronger incentives to take preventative approaches and to achieve value for money when identifying the best and most suitable alternative provision for any child that needs it.

The increasing number of children with complex needs requiring special school places, has resulted in a growing pressure across the High Needs Block.

Alongside this the illustrative figures published as part of the national High Needs funding reforms suggest that Cambridgeshire will be on the funding floor and as such will not receive any uplift in high needs funding for at least 2-3 years.

#### **Who is involved in this impact assessment?**

e.g. Council officers, partners, service users and community representatives.

Reporting to the Director of Learning, the task and finish group led by Anna Wahlandt, County Alternative Education Provision Manager, included the following Officers and BAIP Leads/representatives.

Anna Wahlandt – County Alternative Education Provision Manager

Hazel Belchamber - Head of Service: 0 – 19 Place Planning and Organisation Service

Martin Wade – Strategic Finance Manager

Rob Stephens - Finance Business Partner

Phil Garnham - Area Senior Adviser, Schools Intervention Service

Carol Way – County Inclusion Manager

Karen Beaton – County Attendance and Behavior Manager

Rob Campbell – Executive Head Teacher – Impington Village College and ESCIP BAIP Lead

Chris Tooley – Head Teacher – Netherhall and City BAIP Lead

Sam Griffin - Head Teacher – St Ivo and Huntingdonshire BAIP Lead

Christopher Bennett — Head Teacher – St Peters and cover Huntingdonshire BAIP Lead

Jane Horn – Head Teacher – Cromwell Community College and Fenland BAIP Lead

Jonathan Digby – Cambridgeshire Secondary Heads (CSH) Lead.

Anna Wahlandt and other members of the group presented the initial proposals that had been worked on over the summer term, including revisions to the funding formula to CSH on the 11<sup>th</sup> October.

Within the accompanying report and at the meeting, all Head teachers were requested to provide feedback on the proposals either individually or via the BAIP Leads by the 8<sup>th</sup> November 2017.

On the 16<sup>th</sup> November the feedback received was discussed by the task and finish group and the final proposals and next steps were agreed.

On the 14<sup>th</sup> December the Director of Learning and the Chair of the East and South Cambridgeshire (ESCIP) BAIP presented the final proposals to CSH.

## What will the impact be?

Tick to indicate if the impact on each of the following protected characteristics is positive, neutral or negative.

| Impact                         | Positive | Neutral | Negative |
|--------------------------------|----------|---------|----------|
| Age                            |          | x       |          |
| Disability                     |          | x       |          |
| Gender reassignment            |          | x       |          |
| Marriage and civil partnership |          | x       |          |
| Pregnancy and maternity        |          | x       |          |
| Race                           |          | x       |          |

| Impact  | Positive | Neutral | Negative |
|---|----------|---------|----------|
| Religion or belief  |          | x       |          |
| Sex   |          | x       |          |
| Sexual orientation  |          | x       |          |
| The following additional characteristics can be significant in areas of Cambridgeshire. |          |         |          |
| Rural isolation   |          |         | x        |
| Deprivation   | x        |         |          |

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

### Positive Impact

A revised BAIP SLA and Funding Formula for devolved AP that supports the LA to:

- Ensure that our most vulnerable students in Cambridgeshire are able to access the quality assured and suitable alternative education provision that they are entitled to.
- Ensure sufficiency of AP (the Children and Families Act 2014 reaffirms the role of local authorities for securing effective provision for those with high needs).
- Deliver a fairer and clear funding for schools based on the needs and characteristics of pupils and the best use of funds.
- Reflect local demographic changes to Cambridgeshire's population and will allocate funding to new or expanding schools.
- Ensure changes implemented will be in line with likely changes to future national policy for Alternative Provision.
- Ensure that schools report on how their devolved funding is spent, linked to outcomes.
- Hold an SLA with each school.
- Ensure a robust escalation process within the revised SLA can be utilised.

A revised BAIP SLA and funding formula for AP that supports schools to:

- Remain accountable for the education of pupils in AP and responsible for commissioning expert provision for pupils with needs and behaviour that have become unmanageable within the mainstream setting
- Commission AP to meet defined needs including significant behavioural problems; complex medical or mental health conditions; and extreme vulnerability due to personal and social issues. AP providers to work with the mainstream school to put in place a tailored plan for each pupil to support them to achieve the high quality qualifications they need in adult life.
- Retain accountability for their educational outcomes and take the lead role in commissioning their provision, including when they have permanently excluded the pupil but a pupil has not subsequently enrolled at a different mainstream school
- Be responsible for the budgets from which AP is funded, to achieve value for money when identifying the best and most suitable AP.

### **Negative Impact**

With no overall increase to the total amount of funding available for devolution, changes to Cambridgeshire's demography means that some schools will receive additional funding under the new funding formula and others will receive less.

However, to provide support to those schools whose funding would decrease of more than 10%, it is proposed that a cap of 10% be applied to minimise the impact on those schools for a transitional period between September 2018 and August 2019f. The revised funding formula would then be implemented in full thereafter from September 2019. The AP funding formula will then be refreshed annually, using the latest available census data (the October census of the previous year).

The intention is to use this funding formula for three years to align with the term of the SLA (2018-2021), but to refresh the census data used in the funding formula on an annual basis in line with the main schools funding formula. Funding allocations for each school will therefore continue to change to reflect local demography, for example reallocate existing funding to new or growing schools whilst reducing funding to those schools with reducing numbers of children on roll (assuming there continues to be no increase in the total amount of funding available for devolution).

### **Neutral Impact**

The changes are not expected to have any impact on the following protected characteristics:

Age, disability, gender reassignment, marriage and civil partnerships, pregnancy and maternity, religion or belief or sexual orientation.

### **Issues or Opportunities that may need to be addressed**

To provide support to those schools whose funding would reduce by more than 10%, there will be a fixed transitional period between September 2018 and August 2019 for all schools. The proposed cap will be by individual school and not BAIP area. The revised funding formula will be implemented in full thereafter from September 2019. The AP funding formula will then be refreshed annually, using the latest available census data.

If a 10% cap is applied, this would create a one off £20,821 pressure for the 2018/19 financial year only. Thereafter, there would be no pressure on the Local Authority budget because the proposals would fall within the limits of available resource in the High Needs Block element of the dedicated schools grant currently allocated to AP.

If the 10% cap is not applied this could have a more significant impact on those schools set to lose funding and there would be little time for these schools to make changes to existing provision in order to meet the cost of AP before the proposed implementation date of September 2018.

If the 10% cap is lifted for those schools set to gain more than 10% in the level of their funding and a 10% cap is retained for those schools set to lose more than 10%, this would create a one-year funding pressure of £175,175. This would need to be considered in the context of the current pressure against the High Needs Block DSG.

### **Community Cohesion**

If it is relevant to your area you should also consider the impact on community cohesion.

## Illustrative Impact of Proposed BAIP Formula Changes using Schools Funding Formula

| <b>Illustrative Impact of Proposed BAIP Formula Changes using School Funding Formula.</b> |                    |                         |  |                 |               |  |                |              |  |
|---|--------------------|-------------------------|--|-----------------|---------------|--|----------------|--------------|--|
| <b>Source Data: October 2017 School Census</b>  |                    |                         |  |                 |               |  |                |              |  |
| School  | BAIP               | Current 2017/18 Funding | Illustrative Revised Funding without Cap | Difference      | % change      | Illustrative Revised Funding with cap on gains and decreases | Difference     | % change     |  |
| Chesterton CC   | Cambridge City     | £206,260                | £247,962                                 | £41,702         | 20.22%        | 226,887  | 20,626         | 10.0%        |  |
| Coleridge CC  | Cambridge City     | £145,896                | £135,517                                 | £-10,379        | -7.11%        | 135,517  | -10,379        | -7.1%        |  |
| North Cambridge Academy   | Cambridge City     | £123,704                | £165,696                                 | £41,992         | 33.95%        | 136,074  | 12,370         | 10.0%        |  |
| Netherhall S  | Cambridge City     | £182,388                | £147,806                                 | £-34,582        | -18.96%       | 164,149  | -18,239        | -10.0%       |  |
| Parkside CC   | Cambridge City     | £96,971                 | £84,829                                  | £-12,142        | -12.52%       | 87,274   | -9,697         | -10.0%       |  |
| St Bede's S   | Cambridge City     | £120,613                | £109,240                                 | £-11,373        | -9.43%        | 109,240  | -11,373        | -9.4%        |  |
| Trumpington   | Cambridge City     | £5,950                  | £54,750                                  | £48,800         | 820.17%       | 54,750   | 48,800         | 820.2%       |  |
| Cambridge Academy for Science and Technology  | Cambridge City     | £9,860                  | £10,559                                  | £699            | 7.09%         | 10,559   | 699            | 7.1%         |  |
|   |                    | <b>£891,643</b>         | <b>£956,360</b>                          | <b>£64,717</b>  | <b>7.26%</b>  | <b>924,451</b>   | <b>32,808</b>  | <b>3.7%</b>  |  |
| Cromwell CC   | Fenland            | £219,050                | £198,343                                 | £-20,707        | -9.45%        | 198,343  | -20,707        | -9.5%        |  |
| Neale-Wade CC   | Fenland            | £358,891                | £366,131                                 | £7,240          | 2.02%         | 366,131  | 7,240          | 2.0%         |  |
| Sir Harry Smith CC  | Fenland            | £188,943                | £191,850                                 | £2,907          | 1.54%         | 191,850  | 2,907          | 1.5%         |  |
| Thomas Clarkson   | Fenland            | £483,079                | £495,142                                 | £12,063         | 2.50%         | 495,142  | 12,063         | 2.5%         |  |
|   |                    | <b>£1,249,962</b>       | <b>£1,251,466</b>                        | <b>£1,503</b>   | <b>0.12%</b>  | <b>1,251,466</b>   | <b>1,503</b>   | <b>0.1%</b>  |  |
| Abbey College   | Huntingdon         | £173,304                | £131,814                                 | £-41,489        | -23.94%       | 155,973  | -17,330        | -10.0%       |  |
| Hinchingbrooke  | Huntingdon         | £193,026                | £184,773                                 | £-8,254         | -4.28%        | 184,773  | -8,254         | -4.3%        |  |
| Longsands Academy   | Huntingdon         | £170,109                | £281,653                                 | £111,545        | 65.57%        | 187,120  | 17,011         | 10.0%        |  |
| Sawtry Village Academy  | Huntingdon         | £130,042                | £100,068                                 | £-29,974        | -23.05%       | 117,038  | -13,004        | -10.0%       |  |
| St Ivo  | Huntingdon         | £202,575                | £156,991                                 | £-45,585        | -22.50%       | 182,318  | -20,258        | -10.0%       |  |
| Ernulf Academy  | Huntingdon         | £155,083                | £114,045                                 | £-41,038        | -26.46%       | 139,575  | -15,508        | -10.0%       |  |
| St Peters   | Huntingdon         | £222,403                | £225,734                                 | £3,331          | 1.50%         | 225,734  | 3,331          | 1.5%         |  |
|   |                    | <b>£1,246,542</b>       | <b>£1,195,077</b>                        | <b>£-51,465</b> | <b>-4.13%</b> | <b>1,192,530</b>   | <b>-54,012</b> | <b>-4.3%</b> |  |
| Bassingbourn VC   | South & East Cambs | £68,838                 | £58,435                                  | £-10,402        | -15.11%       | 61,954   | -6,884         | -10.0%       |  |
| Bottisham VC  | South & East Cambs | £146,436                | £148,433                                 | £1,997          | 1.36%         | 148,433  | 1,997          | 1.4%         |  |
| Cambourne VC  | South & East Cambs | £64,304                 | £143,234                                 | £78,930         | 122.75%       | 143,234  | 78,930         | 122.7%       |  |
| Comberton VC  | South & East Cambs | £133,018                | £118,684                                 | £-14,334        | -10.78%       | 119,716  | -13,302        | -10.0%       |  |
| Cottenham VC  | South & East Cambs | £128,495                | £110,321                                 | £-18,174        | -14.14%       | 115,646  | -12,850        | -10.0%       |  |
| Gamlingay VC  | South & East Cambs | £14,313                 | £3,772                                   | £-10,541        | -73.65%       | 12,882   | -1,431         | -10.0%       |  |
| Impington VC  | South & East Cambs | £145,462                | £168,557                                 | £23,095         | 15.88%        | 160,008  | 14,546         | 10.0%        |  |
| Linton VC   | South & East Cambs | £86,414                 | £76,995                                  | £-9,419         | -10.90%       | 77,773   | -8,641         | -10.0%       |  |
| Melbourn VC   | South & East Cambs | £64,859                 | £56,148                                  | £-8,711         | -13.43%       | 58,373   | -6,486         | -10.0%       |  |
| Sawston VC  | South & East Cambs | £129,194                | £100,965                                 | £-28,229        | -21.85%       | 116,275  | -12,919        | -10.0%       |  |
| Soham VC  | South & East Cambs | £187,432                | £152,138                                 | £-35,294        | -18.83%       | 168,688  | -18,743        | -10.0%       |  |
| Swavesey VC   | South & East Cambs | £121,267                | £133,967                                 | £12,700         | 10.47%        | 133,393  | 12,127         | 10.0%        |  |
| Witchford VC  | South & East Cambs | £118,735                | £110,392                                 | £-8,343         | -7.03%        | 110,392  | -8,343         | -7.0%        |  |
| Ely College   | South & East Cambs | £197,206                | £166,934                                 | £-30,272        | -15.35%       | 177,485  | -19,721        | -10.0%       |  |
| Littleport  | South & East Cambs | £0                      | £42,243                                  | £42,243         |               | 42,243   | 42,243         | 0.0%         |  |
|   |                    | <b>£1,605,972</b>       | <b>£1,591,217</b>                        | <b>£-14,755</b> | <b>-0.92%</b> | <b>1,646,495</b>   | <b>40,523</b>  | <b>2.5%</b>  |  |

October 2017 census data showing numbers on school roll:

|                               | <b>School</b>                                   | <b>October<br/>2017 Census</b> |
|-------------------------------|---|--------------------------------|
| Secondary                     | Abbey College Ramsey                            | 861                            |
|                               | Bassingbourn Village College                    | 606                            |
|                               | Bottisham Village College                       | 1136                           |
|                               | Cambourne Village College                       | 947                            |
|                               | Cambridge Academy for Science<br>and Technology | 95                             |
|                               | Chesterton Community College                    | 999                            |
|                               | Coleridge Community College                     | 512                            |
|                               | Comberton Village College                       | 1299                           |
|                               | Cottenham Village College                       | 794                            |
|                               | Cromwell Community College                      | 1026                           |
|                               | Ely College (CMAT)                              | 1009                           |
|                               | Ernulf Academy                                  | 518                            |
|                               | Gamlingay                                       | 16                             |
|                               | Hinchingsbrooke School                          | 1474                           |
|                               | Impington Village College                       | 1051                           |
|                               | Linton Village College                          | 853                            |
|                               | Littleport & East Cambs Academy                 | 190                            |
|                               | Longsands Academy                               | 1436                           |
|                               | Melbourn Village College                        | 499                            |
|                               | Neale-Wade Academy                              | 1183                           |
|                               | North Cambridge Academy                         | 373                            |
|                               | Parkside Community College                      | 614                            |
|                               | Sawston Village College                         | 1032                           |
|                               | Sawtry Village Academy                          | 720                            |
|                               | Sir Harry Smith Community<br>College            | 887                            |
|                               | Soham Village College                           | 1378                           |
|                               | St Bede's Inter-Church School                   | 835                            |
|                               | St Ivo School                                   | 1414                           |
|                               | St Peter's School                               | 875                            |
|                               | Swavesey Village College                        | 1322                           |
| The Netherhall School         | 830   |                                |
| Thomas Clarkson Academy       | 1115  |                                |
| Trumpington Community College | 310   |                                |
| Witchford Village College     | 864   |                                |



## **1. BACKGROUND**

- 1.1 This paper updates Members on work done to date on the implementation of the new Child and Family Centre offer in Cambridgeshire. This service redesign was agreed by Council on 17 October 2017 following a public consultation on the future shape of Children's Centres in the county. The new offer is designed to be more responsive to the needs of a rapidly changing county by being increasingly flexible and targeted towards meeting families' needs locally, whilst delivering the agreed savings target (£900k (Business Plan Ref A/R 6.224 and F/R 6.110) in 2018/19).
- 1.2 Our new Child and Family offer will launch in April 2018 to better meet the needs of our growing and rural county with activities and events taking place in a range of locations across the county. It will be at the centre of district-based provision with an extended approach to families with children of all ages, and linking effectively with higher tier provision.
- 1.3 There will not be any cuts to frontline delivery budgets as a result of these changes. This update contains details about the new provision including new event programmes for the summer term (April-July).

## **2. IMPLEMENTATION BOARD**

- 2.1 An implementation board has been established that provides strategic leadership, oversight, challenge and decision making to enable the successful delivery of the new service from April 2018. The board oversees and drives the work of five work streams which are:
  - Workforce
  - Specification and Commissioning
  - Service Offer
  - Property
  - Communications

An update on the progress of each work stream is given in section 3.

- 2.2 In addition the board ensures oversight of the following priorities:
  - Delivering the identified savings for 2018/19
  - Ensure the service offer maximises opportunities for integrating the delivery of services with health and other partners at a District level
  - Building capacity in the provision of child care places in Cambridgeshire to ensure the Council meets its statutory place planning duties

## **3. WORK STREAM UPDATE**

### **3.1 Workforce**

This work stream is responsible for the workforce restructure needed to deliver the new model. To date this workstream has:

- Carried out a workforce consultation across all providers, and produced the response to this and plans for the subsequent workforce changes in December 2017.

- Worked alongside the commissioning work stream to identify any staff eligible for transfer under TUPE. Eligible staff transferred on the 1<sup>st</sup> February.
- Ensured the protection of all frontline staff during the restructure.
- Management level restructuring is now complete. Frontline and business support staff have been allocated to districts
- Vacancies as a result of this restructure have now been advertised.

Next steps for this work stream include:

- Create and implement practice standards for the new Child and Family Centre
- Design an apprenticeship role to sit within the new structure.
- Filling outstanding vacancies

### 3.2 **Specification and Commissioning**

This work stream is responsible for the development of the specification for the Child and Family Centres and to ensure that the mixed provider model for it's delivery from April 2018 is re-commissioned appropriately. To date work includes:

- The Child and Family Centre Specification has been agreed
- Contracts and agreements with external providers are agreed and in the process of being finalised
- De-commissioning work on track with other providers including the completed TUPE of front line staff and transfer plans for ongoing service delivery in place.
- Community Health and midwifery services included in the new service development to ensure ongoing integrated approach to delivery.

Next steps for this work stream include:

- Performance reporting to be finalised and schedule agreed
- Linking the ongoing development of the Child and Family Centre offer with the Better Births programme for Midwifery provision
- Ensuring that the future delivery of the 0-19 Healthy Child programme is in line with and shares an integrated approach with the Child and Family Centre offer.

### 3.3 **Service Offer**

This work stream is responsible for the developing the new service offer, identifying opportunities for increased integration with other service providers including adult learning, health visiting, midwifery, special educational needs and disabilities (SEND) and Social Care. To engage with service users in order to finalise the local offer and ensure implementation by April 2018. To date this workstream has:

- Developed the new 'What's on' guides for each district for the summer term. This offer will continue to develop over the coming months as we recruit up to full establishment.
- Worked alongside the communications workstream to ensure that changes to our activity programme is effectively communicated to families
- Recognised areas of need of outreach provision, including new communities, and identified appropriate delivery sites. New appointed Child and Family Centre Managers are working with local community partners to further develop this provision.

Next steps for this work stream include:

- Ongoing work to ensure services are in place in growth areas as they develop
- Continue to work with key partners including Adult learning to further integrate our offer to families.

### 3.4 **Property**

This work stream is responsible for the implementation of agreed work plan for each building, to link in with other priorities such as childcare sufficiency and integrated health delivery, and ensure solutions will remain viable in the context of a growing and changing county. To date this workstream has:

- Identified the new arrangements needed for buildings where we are changing use, including ensuring new lease requirements are understood
- Facilities management audits have taken place for all changes to buildings relating to movement of staff and equipment
- Joint plan developed with our 0-19 place planning team to ensure that we are able to maximise opportunities for new childcare provision and in some areas school expansions

Next steps for this work stream include:

- Continue to monitor work plans/timelines for de-commissioning buildings, including costing and business cases

### 3.5 **Communications**

This work stream is responsible for the design and implementation of the new branding and online offer. The group is also responsible for communications to families and professionals about the transition to the new service, including implementing a new social media structure for Child and Family Centres. To date this workstream has:

- Worked with staff and local families to agree a new branding that takes into account the change of name and other changes in the service, for example the broader focus on families with children up to age 19. This branding is based on the recognisable and trusted Children's Centre brand and is designed to be an open and welcoming 'front door' for Cambridgeshire's families. The logo is shown below and full branding can be seen on the attached district 'What's on' documents.



- First phase of the online offer is ready to be launched in April which ensures that information about activities and services is easily searchable by families. This will be launched alongside new district based Facebook pages.

- The newly designed ‘What’s on’ information has been designed in consultation with local families. These are now being shared with families via our centres and social media for the summer term.
- Information about the new service offer has been sent to professionals from across local authority services and partner agencies to ensure a smooth transition to the new model

Next steps for this work stream include:

- Looking at ‘user stories’ to understand what families need from the next development of the online offer.
- Ensuring service provision in new communities and locations is well publicised to families and communities
- Reviewing future use of social media and online resources to ensure more families are enabled to find the information and support they need.

#### **4. DISTRICT LEVEL UPDATES**

4.1 Attached are newly developed ‘What’s on’ activity schedules for each of the 5 districts for the summer term. These programmes will be added to as our staffing levels are back to full capacity and additional venues in new communities are added.

##### **4.2 Cambridge City**

From April we will deliver services from Child and Family Centre at Arbury Community Centre, Shirley School in Chesterton, and the Fields in Abbey ward. There will also be zones based at Fawcett School and The Peacock Centre on the Brookfields site in Romsey. Significant outreach activities will be sited from the central library, Bewick Bridge School in Cherry Hinton and Clay Farm, alongside other community venues across the city.

##### **4.3 South Cambridgeshire**

From April we will be delivering services from our Child and Family Centre in Cambourne, alongside zones in Sawston, Melbourne, and Waterbeach. In addition to this we will be starting to deliver services from our new Child and Family Zone within Northstowe as that new community grows. As we work with colleagues to ensure we make the best use of de-commissioned buildings to meet future childcare sufficiency needs, we will be continuing provision in Papworth and Bassingbourn centres until the summer, alongside our growing outreach offer.

##### **4.4 East Cambridgeshire**

From April we will be delivering from our Centres and Zones at Ely, Littleport and Soham. We are working with Ely library to develop capacity for a range of family support to complement the existing youth support available there. Outreach across the rest of the district is outlined in the attached ‘What’s on’, with Bottisham remaining as a significant outreach location and ongoing delivery at our Sutton base in the summer term as we work with local providers to develop future childcare expansion.

##### **4.5 Huntingdonshire**

In this district we will be delivering from our Centres and zones in St Neots (Eynesbury and Eaton Socon sites), St Ives, Huntingdon, Ramsey, and Sawtry. As we work with colleagues

to ensure we make the best use of de-commissioned buildings to meet future childcare sufficiency needs, we will be continuing provision in Godmanchester and Somersham centres until the summer. This will be complemented by significant outreach in Farcet and other community venues.

#### 4.6 Fenland

From April we will continue to deliver services in conjunction with Ormiston Families services from Wisbech (Oasis and Nene school), March, Chatteris and Whittlesey. In Murrow we are working to increase the amount of childcare spaces available to ease sufficiency concerns. Outreach to new communities is being developed.

### 5. IMPROVING CHILD CARE SUFFICIENCY

5.1 The realignment of building use will result in freeing up space in some Children Centre buildings for additional child care provision. Certain conditions exist in respect of the use of former SureStart grants for Children’s Centres including ensuring investment continues to be used for families with children under five, and these conditions will be fully adhered to.

5.2 As a result of the Children’s Centre review additional early years provision will be possible at a number of locations. We estimate that a total of 325 new early years places will be provided.

5.3 Vacation of children’s centre buildings has also enabled the accommodation to be incorporated into education capital projects to expand primary school provision at sites such as Whittlesey and Sawtry where pressures are already known and basic need identified.

### 6. ACHIEVING THE SAVINGS

6.1 The reconfiguration programme remains on track to deliver savings of £900,000 in full from 2018/19 as set out in the table below:

| Category of Spend                  | Current Budget 2017/18<br>£ | Current Budget % of total spend | Proposed Budget 2018/19<br>£ | Proposed Budget % of total spend | Proposed Budget Saving<br>£ | Proposed % Budget Saving |
|------------------------------------|-----------------------------|---------------------------------|------------------------------|----------------------------------|-----------------------------|--------------------------|
| Management costs                   | 1,228,942                   | 23%                             | 772,665                      | 18%                              | 456,277                     | 37%                      |
| Buildings and Infrastructure costs | 706,150                     | 13%                             | 456,702                      | 10%                              | 249,448                     | 35%                      |
| Business Support costs             | 773,975                     | 15%                             | 513,708                      | 12%                              | 260,267                     | 34%                      |
| Front Line Delivery Costs          | 2,563,092                   | 49%                             | 2,629,084                    | 60%                              | -65,992                     | -3%                      |
| Total                              | 5,272,159                   | 100%                            | 4,372,159                    | 100%                             | 900,000                     |                          |

6.2 However, there will be some delay to the full delivery of the Buildings and Infrastructure savings of £249k. This is a one-off issue for the 2018/19 financial year and the cost pressure which will result, will be fully offset by expected vacancy savings. Some vacancy savings will be accrued at the start of the financial year, as recruitment commences to budgeted vacancies that remain following the selection process and preferencing to posts.

### 7. FUTURE UPDATES

- Officers will continue to provide updates to CYP committee on the implementation of the new Child and Family Offer.

| <b>Implications</b>  | <b>Officer Clearance</b>   |
|--|--|
|  |  |
| <b>Have the resource implications been cleared by Finance?</b>   | Yes<br>Name of Financial Officer: Rob Stephens   |
|  |  |
| <b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?</b> | Update only so not needed<br>Full details cleared as part of full council paper on the 17 <sup>th</sup> October<br>Name of Officer: Paul White           |
|  |  |
| <b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>  | Update only so not needed<br>Full details cleared as part of full council paper on the 17 <sup>th</sup> October<br>Name of Legal Officer: Virginia Lloyd |
|  |  |
| <b>Have the equality and diversity implications been cleared by your Service Contact?</b>  | Yes<br>Name of Officer: Janet Dullaghan  |
|  |  |

|  |   |
|--|---|
| <b>Have any engagement and communication implications been cleared by Communications?</b>          | Yes<br>Name of Officer: Jo Dickson              |
|  |   |
| <b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b> | Yes<br>Name of Officer: Wendi Ogle-Welbourn     |
|  |   |
| <b>Have any Public Health implications been cleared by Public Health</b>                           | Yes<br>Name of Officer: Raj Lakshman/ Liz Robin |

| <b>Source Documents</b>                                      | <b>Location</b>   |
|--|---|
| <i>Cambridgeshire Children's centres- response document</i>  | <a href="https://www.cambridgeshire.gov.uk/residents/children-and-families/children-s-centres/children-s-centres-consultation/">https://www.cambridgeshire.gov.uk/residents/children-and-families/children-s-centres/children-s-centres-consultation/</a>                         |
| <i>Cambridgeshire County Council meeting 17 October 2017</i> | <a href="https://cmis.cambridgeshire.gov.uk/ccc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/650/Committee/20/Default.aspx">https://cmis.cambridgeshire.gov.uk/ccc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/650/Committee/20/Default.aspx</a> |



**Cambridge City**



**April to July**

**2018  
2019**

# Cambridge City

 = Sessions run by Health

 = Bookable courses for parents

| Monday  |        |  |     |   |
|---|--------|--|-----|---|
| <b>Midwife Clinic</b><br>9.30am to 4pm  | Weekly | Appointment only   | [R] | The Fields Child and Family Centre      |
| <b>Midwife Clinic</b><br>9.20am to 11.20am                                      | Daily  | Appointment only, call 01223 728118 to book  | [R] | North Cambridge Child and Family Centre |
| <b>Story and Rhyme Time</b><br>10am to 10.45am                                  | Weekly | Ages 0 to 5  | [£] | Clay Farm Centre                        |
| <b>Stay and Play</b><br>10am to 11.45am   | Weekly | Ages 0 to 5<br>Church and community volunteer led with Child and Family Centre worker visiting monthly |     | The Centre at St Paul's                 |
| <b>Tiny Tots</b><br>10.15am to 11.30am  | Weekly | Parent led stay and play   |     | Chesterton Child and Family Centre      |
| <b>Under 25's Young Parents Group</b><br>10.30am to 12pm                        | Weekly | Young Parents Group  |     | North Cambridge Child and Family Centre |
| <b>Mondays Together</b><br>10am to 12.30pm                                      | Weekly | Group runs by Kings Hedges Family Support Project (KHFSP) for under 3's                                |     | The Fields Child and Family Centre      |
| <b>Orchard Park Seedlings</b><br>10am to 11.30am                                | Weekly | Parent led stay and play   |     | Orchard Park Community Centre           |
| <b>Bookstart / Clothes Swap / Cookbags / Toy Library Hire</b><br>11.30am to 1pm | Weekly | 0 to 5 years   |     | The Fields Child and Family Centre      |
| <b>Well Baby Clinic</b><br>1pm to 2.30pm  | Weekly | Ages 0 to 5<br>Drop-in   |     | Fawcett Primary School                  |
| <b>Child Health Clinic</b><br>1.30pm to 3pm                                     | Weekly | Weighing and health clinic with health visitors  |     | North Cambridge Child and Family Centre |
| <b>Mondays Together</b><br>1pm to 3pm   | Weekly | Group runs by Kings Hedges Family Support Project (KHFSP) For non-walking babies                       |     | The Fields Child and Family Centre      |
| <b>Youth Support Drop In</b><br>1.30pm to 4.30pm                                | Weekly | Ages 11 to 16  |     | 3 <sup>rd</sup> Floor Central Library   |
| <b>Time Together</b><br>1pm to 2.30pm   | Weekly | SEND (invite only)   | [R] | Chesterton Child and Family Centre      |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

| Tuesday   |   |   |     |   |
|---|---|---|-----|---|
| <b>Midwife Clinic</b><br>9.20am to 11.20am                  | Daily   | Appointment only, call 01223 728118 to book                           | [R] | North Cambridge Child and Family Centre |
| <b>Childminder Group</b><br>9.30am to 11.30am               | Weekly  | For childminders, nannies, au pairs, and the children they look after | [£] | East Barnwell Community Centre          |
| <b>Raising Toddlers with Crèche</b><br>9.30am to 11.30am    | 5 <sup>th</sup> June to 10 <sup>th</sup> July | Parent course for parents of toddlers                                 | [C] | Chesterton Child and Family Centre      |
| <b>Camsight</b><br>10am to 11.30am                          | 2 <sup>nd</sup> and 4 <sup>th</sup> Tuesday   | Support group for families with children who have visual impairment   | [R] | North Cambridge Child and Family Centre |
| <b>Labelling Course</b><br>AM                               | 17 <sup>th</sup> April                        | Parenting course  | [C] | North Cambridge Child and Family Centre |
| <b>Messy Play</b><br>10am to 11.30am                        | Weekly  | Ages 0-5 years  | [£] | Fawcett Primary School                  |
| <b>Health Visitor Clinic</b><br>1pm to 2.30pm               | Weekly  | Drop-in   |     | The Fields Child and Family Centre      |
| <b>Ducklings</b><br>1pm to 2.30pm                           | Weekly  | For families of children with additional needs<br>Ages 0 to 5 years   | [R] | The Fields Child and Family Centre      |
| <b>Smoke Free Pregnancy and Beyond</b><br>12.45pm to 2.45pm | Weekly  | Stop smoking advice clinic  | [R] | North Cambridge Child and Family Centre |
| <b>Health Visitor Clinic</b><br>9.30am to 11.00am           | Weekly  | Drop-in   |     | The Fields Child and Family Centre      |
| <b>Free Baby and Toddler Swim</b><br>1pm to 3pm             | Weekly  | Ages 0 to 5 years   | [£] | Abbey Swimming Pool                     |

| Wednesday  |        |   |     |   |
|--|--------|---|-----|---|
| <b>Midwife Clinic</b><br>9.20am to 11.20am                   | Daily  | Call 01223 728118 to book   | [R] | North Cambridge Child and Family Centre |
| <b>Rhyme Time</b><br>2pm to 2.30pm                           | Weekly | Rhyme time is volunteer organised with support from Cambridgeshire Libraries. Ages 0 to 5 years |     | Cherry Hinton Library                   |
| <b>Breastfeeding Information and Support</b><br>10am to 12pm | Weekly | Breastfeeding support group   |     | Chesterton Child and Family Centre      |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|  |   |   |     |  |
|--|---|---|-----|--|
| <b>Wednesdays Together</b><br>10am to 12.30pm (0-3 years)<br><br>1pm to 3pm (babies) | Weekly                                  | Group runs by Kings Hedges Family Support Project (KHFSP)                                   |     | North Cambridge Child and Family Centre        |
| <b>Stay and Play</b><br>10am to 11.30am  | Weekly                                  | Play and learning sessions for parents and children   | [£] | St Luke's Church                               |
| <b>Advice Drop In</b><br>10am to 11.30am   | Weekly                                  | Seek advice from a Child and Family Centre Family Worker                                    |     | North Cambridge Child and Family Centre        |
| <b>New Parents Group</b><br>12.30pm to 2pm   | Weekly                                  | Ages 0 to 1 years   | [£] | Peacock Centre                                 |
| <b>Family Support Group</b><br>1pm to 2.30pm   | Last Wednesday of the month             | For parents and their deaf babies and pre-schoolers. Siblings welcome. Run by the SEND team |     | Fawcett Primary School                         |
| <b>Triple P Teen</b><br>1pm to 3pm   | 2 <sup>nd</sup> to 23 <sup>rd</sup> May | Parenting course for parents of teenagers   | [C] | Chesterton Child and Family Centre             |
| <b>Midwife Clinic</b><br>1.20pm to 3.40pm  | Weekly                                  | Appointment only, call 01223 728118 to book   | [R] | North Cambridge Child and Family Centre        |
| <b>Starting Solids</b><br>2pm to 3pm   | Last Wednesday of the month             | Advice about starting your baby on solid food   |     | Chesterton Child and Family Centre             |
| <b>Toy Library</b><br>2pm to 4pm   | Monthly                                 | Toy borrowing and soft play<br><br>£2.50 membership fee, £1 soft play entry                 | [£] | Brown's Field Youth and Community Centre       |
| <b>Child Health Clinic</b><br>2pm to 3.30pm  | Weekly                                  | Drop-in   |     | Peacock Centre                                 |
| <b>Orchard Park Football</b><br>4pm to 5pm   | Weekly (term time only)                 | Ages 11 to 17   |     | Orchard Park Astro Turf (near the premier inn) |

| Thursday                                   |                    |                                    |     |   |
|--|--------------------|------------------------------------|-----|---|
| <b>Antenatal Clinic</b><br>9am to 4pm      | Weekly             | Appointment only                   | [R] | Fawcett Primary School                  |
| <b>Midwife Clinic</b><br>9.20am to 11.20am | Daily              | Call 01223 728118 to book          | [R] | North Cambridge Child and Family Centre |
| <b>Homestart</b><br>10am to 11.30am        | Weekly (term time) | Invite only support and play group | [R] | Chesterton Child and Family Centre      |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|  |                       |   |     |   |
|--|-----------------------|---|-----|---|
| <b>Play and Learn</b><br>10am to 11.30am                       | Weekly                | PEEP informed structured play session                                   | [R] | North Cambridge Child and Family Centre         |
| <b>Storytime</b><br>10.30am to 11.15am<br>18 months to 5 years | Weekly                | Story and rhymes with Child and Family Centre and library staff         |     | Arbury Court Library                            |
| <b>Toddler Swimming</b><br>11am to 11.30am                     | Weekly<br>(term time) | Free swimming   | [B] | Kings Hedges Learner Pool                       |
| <b>Midwife Discharge Clinic</b><br>9.15am to 10.45am           | Weekly                | Appointment only  | [R] | The Fields Child and Family Centre              |
| <b>Fun Twos</b><br>9.45am to 11.15am                           | Weekly                | Free donated breakfast. Siblings welcome                                | [R] | Fawcett Primary School                          |
| <b>Growing Together</b><br>10am to 11.30am                     | Weekly<br>(term time) | Learning and playing together to grow your confidence as a parent/carer | [R] | The Fields Child and Family Centre              |
| <b>New Parents Group</b><br>12pm to 2pm                        | Weekly                | For under 1s  | [£] | The Fields Child and Family Centre              |
| <b>Stay and Play</b><br>12.30pm to 2.30pm                      | Weekly                | Ages 0 to 5 years   | [£] | The Fields Child and Family Centre              |
| <b>Well Baby Clinic</b><br>9.30-11am                           | Weekly                | Drop-in   |     | Bewick Bridge Community Wing                    |
| <b>Midwife Clinic</b><br>1.20pm to 3.40pm                      | Weekly                | Appointment only, call 01223 728118 to book                             | [R] | North Cambridge Child and Family Centre         |
| <b>Youth Support Drop-in</b><br>1.30pm to 4.30pm               | Weekly                | Ages 11 to 19 years<br>Drop-in  |     | 3 <sup>rd</sup> Floor Cambridge Central Library |
| <b>Bumps to Babies</b><br>12.45pm to 2.15pm                    | Weekly                | For pre-walkers   | [£] | Chesterton Child and Family Centre              |
| <b>Mini Movers</b><br>3pm to 4.15pm                            | Weekly                | Walkers aged 2  | [£] | Chesterton Child and Family Centre              |
| <b>Orchard Park Youth Club</b><br>5.30pm to 7pm                | Weekly<br>(term time) | Ages 11 to 17   |     | Orchard Park Community Centre                   |

| Friday                                       |        |   |     |   |
|--|--------|---|-----|---|
| <b>Midwife Clinic</b><br>9.20am to 11.20am   | Daily  | Appointment only, call 01223 728118 to book | [R] | North Cambridge Child and Family Centre |
| <b>Midwife Clinic</b><br>9.30am to 12.30pm   | Weekly | Appointment only                            | [B] | Bewick Bridge Community Wing            |
| <b>Family Worker Drop-in</b><br>10am to 12pm | Weekly | Ages 0 to 19 years                          |     | Peacock Centre                          |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|  |   |                                      |     |   |
|--|---|--------------------------------------|-----|---|
| <b>Stay and Play</b><br>9.15am to 11.15am                    | Weekly  | Ages 0 to 5 years                    | [£] | Christ the Redeemer                             |
| <b>Midwife Clinic</b><br>9.30am to 4pm                       | Weekly  | Appointment only                     | [R] | The Fields Child and Family Centre              |
| <b>Breastfeeding Support</b><br>10am to 12pm                 | Last Friday of the month                        | La Leche League                      |     | Fawcett Primary School                          |
| <b>Twins, Triplets and More</b><br>10am to 11.30am           | 3 <sup>rd</sup> Friday of each month            | Parent Led                           |     | Chesterton Child and Family Centre              |
| <b>Baby Swim</b><br>11.30am to 12pm (under 1's)              | Weekly (term time)                              | Free swimming lessons                | [B] | Kings Hedges Learner Pool                       |
| <b>Toddler Swim</b><br>12pm to 12.30pm (under 3's)           | Weekly (term time)                              | Free swimming lessons                | [B] | Kings Hedges Learner Pool                       |
| <b>Incredible Years</b><br>12.30pm to 2.30pm                 | 20 <sup>th</sup> April to 20 <sup>th</sup> July | Parenting programme                  | [B] | Chesterton Child and Family Centre              |
| <b>Free Baby and Toddler Swim</b><br>11.45am to 12.45pm      | Weekly  | Ages 0 to 5 years                    |     | Abbey Swimming Pool                             |
| <b>Breastfeeding Information and Support</b><br>10am to 12pm | Weekly  | Breastfeeding support group          |     | Peacock Centre                                  |
| <b>Youth Support Drop-in</b><br>1.30pm to 4.30pm             | Weekly  | Ages 11 to 19 years                  |     | 3 <sup>rd</sup> Floor Cambridge Central Library |
| <b>La Leche League</b><br>12.45pm to 2.30pm                  | 2 <sup>nd</sup> Friday of each Month            | Breastfeeding meeting and networking |     | North Cambridge Child and Family Centre         |
| <b>Stay and Play</b><br>1pm to 2.30pm                        | Weekly  | Ages 0 to 5 years                    | [£] | Bewick Bridge Community Wing                    |

### Saturday

|  |                    |           |            |                                |
|--|--------------------|-----------|------------|--------------------------------|
| <b>Grove Swimming</b><br>10am to 11am (8 years and under)<br>11am to 12pm (11 years and under) | Weekly (term time) | Open swim | [£]<br>[B] | The Grove School Swimming Pool |
|--|--------------------|-----------|------------|--------------------------------|

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

## Coming Soon

**Teddington**, a parent and toddler group for the Eddington community

**A Saturday group for dads** in the south Cambridge area

**ESOL course** in the south Cambridge area

**Sibling Rivalry course** in the north Cambridge area

**Understanding Challenging Behaviours course** in the south Cambridge area

## Contact Us

### North Cambridge Child and Family Centre

01223 728118

### Chesterton Child and Family Centre

01223 729081

### The Fields Child and Family Centre

01223 518333

### City District

Phone number – 01223 699410

Email address – [Districtearlyhelpteam.cambridgecity@cambridgeshire.gov.uk](mailto:Districtearlyhelpteam.cambridgecity@cambridgeshire.gov.uk)

## Addresses

**3rd Floor Central Library**, 7 Lion Yard, Cambridge CB2 3QD

**Abbey Swimming Pool**, Whitehill Road, Cambridge CB5 8NT

**Arbury Court Library**, 46-47 Arbury Rd, Cambridge CB4 2JQ

**Bewick Bridge Community Wing**, Fulbourn Old Drift, Cambridge CB1 9ND

**Brown's Field Youth and Community Centre**, 31A Green End Rd, Cambridge CB4 1RU

**Cherry Hinton Library**, High Street, Cambridge CB1 9HZ

**Chesterton Child and Family Centre**, Nuffield Rd, Cambridge CB4 1TF

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

**Christ the Redeemer**, Newmarket Road, Cambridge CB5 8RS

**Clay Farm Centre**, Hobson Square, Trumpington CB2 9FN

**East Barnwell Community Centre**, Newmarket Road, Cambridge CB5 8RS

**Fawcett Primary School**, Alpha Terrace, Trumpington CB2 9HT

**Kings Hedges Learner Pool**, Jedburgh Court, Buchan Street, Cambridge CB4 2XF

**Peacock Centre**, Brookfields Hospital, 351 Mill Rd, Cambridge CB1 3DF

**St Luke's Church**, Victoria Road, Cambridge CB4 3DZ

**The Centre at St Paul's**, Hills Road, Cambridge CB2 1JP

**The Fields Child and Family Centre**, Galfrid Road, Cambridge CB5 8ND

**The Grove School Swimming Pool**, Campkin Road, Cambridge CB4 2NB

**North Cambridge Child and Family Centre**, Arbury Community Centre CB4 2LD

**Orchard Park Community Centre**, Central Avenue CB4 2EZ

# Description of Activities

## Stay and Play Groups

These groups will have a variety of different themes from week to week, and help your child to learn through play. They are a fun way for you to learn about your child's development, enjoy time together and meet other parents. Some will provide a chance for you and your child to take part in physical exercise, learning balance, co-ordination and mobility. Others will be focussed on creativity or imaginative play. Each activity will indicate what age range it is targeted at.

You can also talk to us if you are worried about your child's development. The activities are based on the Early Years Foundation Stage (EYFS).

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

## Health

### Midwife Clinics

Clinics run by midwives, offering pre-booked one to one appointments, antenatal appointments and discharge appointments.

### Child Health Clinics

Well baby weighing clinics run by Health Visitors. Sometimes referred to as Well Baby clinics.

### Breastfeeding Support

These drop-in support sessions may be professional lead, or volunteer lead. They offer practical support with any concerns or questions you have around breastfeeding, and the chance to meet other mums.

Parents can also access the Start 4 Life website which has free hints, tips and videos on giving your baby the best start in life. There is also a chatbot which parents can use to get support on breastfeeding 24/7 <https://www.nhs.uk/start4life/>

There will also be a range of other health provision in our child and family centres such as speech and language support, and sessions on one off topics including weaning and introducing solids.

## Additional Needs or Special Educational Needs or Disabilities (SEND) Support

Each centre will run a variety of these sessions and the names of the session will vary. Some will be parent-lead others run by or supported by professionals from Health or Child and Family Centres.

## Support for Parents

### PEEP (Peers Early Education Partnership) group sessions

The PEEP programme focuses on how to make the most of the learning opportunities in everyday life at home – listening, talking, playing, singing and sharing books every day. PEEP supports parents and carers in their role as the first educators of their children.

### Young Parent Groups

We provide opportunities for young parents to meet and network with other young parents, whilst enjoying a stay and play session for their children. We provide fun activities including messy play, music sessions and snack time for parents aged 25 years and under.

### New Beginnings Groups

Weekly sessions that offer a chance to meet other parents and carers. Each session has a different theme including Home Safety & Play and Communication.

### Family Worker Drop-ins

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

An opportunity for families to ask for information, advice and support on any issue affecting their family life. These will take place in a range of venues, including Centres, zones, Community buildings and schools.

## **Courses and Learning**

The following parenting programmes run on a regular basis, if dates are not shown in this particular leaflet, please ask centres for information on the next available course.

### **Raising Children**

For mums and dads of children aged up to 12 years. 10 weeks of two-hour sessions. The course is suitable for all parents: from those who just want to learn more about their child's development, to the parent who needs a bit more support in understanding their child's behaviour. The course covers emotional and social development, attachments, coping with stress, social learning theory, cognitive theory, behavioural development, identity, self-esteem, and speech and language.

### **Incredible Years**

For mums and dads of children aged up to six. 12 to 14 weeks of two-hour sessions. The course aims to increase positive and nurturing parenting and improved parent-child relationships. It will provide you with the tools you need to help your child develop emotionally and support you with your effective discipline strategies.

### **Stepping Stones**

A nine week course that will help parents and carers to use positive parenting skills to improve behaviour, support your child's development and help them feel good about themselves, and implement parenting routines and cope with stress.

### **Raising Teens**

For parents of children aged ten and over. Ten weeks of two hour sessions. Raising Teens is a course aimed at parents of teenagers. It will help you to understand why your teen behaves as they do and how you can deal with their emotions and yours. It will also give you effective strategies which work with teenagers including emotional and social development, behavioural development, identity and social development, self-care skills and independence, problem solving, and anger management.

### **Triple P Parenting Programmes; including Teen Triple P for parents with teenagers**

A parenting and family support system designed to prevent – as well as treat – behavioural and emotional problems in children and teenagers. It aims to prevent problems in the family, school and community before they arise and to create family environments that encourage children to realise their potential.

## **Adult Learning**

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

We provide access to adult learning opportunities and employment support including enabling access to information about employment, education and training and links with Job Centre Plus and local training providers.

We arrange courses for parents in schools and Child and Family Centres which support families with school readiness and to understand the primary curriculum so that they can help their children with homework.

Our learning centres are situated in libraries in Wisbech, March, Central Cambridge, Huntingdon and Ely. Learners can drop in and start learning straight away. We offer qualifications in English, Maths, IT and Employability. We organise job clubs to support searching for work. Almost all the support we offer is free to the learner.

### **One-Off information sessions**

These sessions run on a regular basis, on various topics including those below, if dates are not shown in this particular leaflet, please ask centres for information on the next available course. Courses include sleep, toilet training, managing difficult behaviour, healthy eating, sibling relationships, effective discipline and parenting styles.

### **Support for Young People**

District Early Help teams provide a range of targeted support for young people, usually accessed through the Early Help Assessment process. To find out more about support available locally please contact the Early Help Team on 01223 699410.

Cambridgeshire residents can also access a wide range of online information and support via the following websites:

**Youthoria:** A website for 11-19 year olds providing advice around life, work and learning. The 'Ask Ali' function allows young people to anonymously seek help and advice via the website and receive a personal response from our teams. [www.youthoria.org](http://www.youthoria.org)

**Keep Your Head:** A new young people's mental health website for young people and their parents/carers living in Peterborough and Cambridgeshire. The site is universally accessible and is a central point for finding good quality local and national information on keeping well, self-help, and support services covering a range of issues. [www.keep-your-head.com](http://www.keep-your-head.com)

**CHUMS:** Offering children and young people a range of short term, evidence based interventions, including one to one, group work, recreational therapies, as well as offering a robust training package to schools. Self-referrals and referrals from professionals are accepted. The age range is 5 to 18 years in Peterborough and 5 to 25 years in Cambridgeshire (except bereavement support which covers 5 to 19 years). [www.chums.uk.com](http://www.chums.uk.com)

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

### **Charging for Groups**

Some groups have a charge to attend, you will need to purchase Child and Family Centre vouchers [£]. If having to pay for a group would stop you attending please talk to us. Families on low income may be eligible for free vouchers.

### **Are you concerned about the safety of a child?**

If a child is at risk of harm, or you are concerned about the safety of a child, please call the Contact Centre on 0345 045 5203 between 8am and 6pm, Monday to Friday. If it is outside office hours or at the weekend, call the First Response and Emergency Duty Team on 01733 234724, or the police on 999.

### **Volunteering Opportunities**

We are recruiting volunteers; so if you are interested in working with children, could support groups, or offer admin support, please call the Cambridge City District team on 01223 699410.

# WHAT'S ON

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East Cambridgeshire



# Ely, Littleport, Soham and surrounding area

 = Sessions run by Health  = Bookable courses for parents

| Monday   |   |  |            |                             |
|--|---|--|------------|-----------------------------|
| <b>Midwifery Clinic</b><br>9.30am to 12.30pm   | Weekly                                  | Appointment only                       | [B]        | Bottisham Centre            |
| <b>Midwifery Clinic</b><br>9.40am to 4pm       | Weekly                                  | Appointment only                       | [B]        | Ely Child and Family Centre |
| <b>Midwifery Clinic</b><br>9.50am to 3.30pm    | Weekly                                  | Appointment only                       | [B]        | Soham Child and Family Zone |
| <b>Baby Five to Thrive</b><br>10am to 11am     | 16 April to 21 May and 4 June to 2 July | 5 week course exploring baby's brain   | [C]<br>[£] | Soham Child and Family Zone |
| <b>Stay and Play</b><br>10am to 12pm           | Weekly in term time                     | For children aged 5 and under          | [£]        | Bottisham Centre            |
| <b>Breastfeeding drop-in</b><br>11.30am to 1pm | Weekly                                  | Drop-in for breastfeeding support      |            | Foley House, Newmarket      |
| <b>Sensing Fun</b><br>1pm to 2.30pm            | Weekly in term time                     | For children with additional needs     | [R]        | Soham Child and Family Zone |
| <b>Learning Together PEEP</b><br>1pm to 2.30pm | Weekly<br>(Not running 2 & 9 April)     | Stay and play for children aged 0 to 5 |            | Ely Child and Family Centre |
| <b>Rhyme Time</b><br>2pm to 3pm                | Weekly in term Time                     | For children under five                |            | Soham Library               |

| Tuesday  |   |                                     |     |  |
|--|---|-------------------------------------|-----|--|
| <b>Midwifery Clinic</b><br>9.50am to 3.30pm              | Weekly                                    | Appointment only                    | [B] | Soham Child and Family Zone                                      |
| <b>Midwifery Clinic</b><br>9.40am to 4pm                 | Weekly                                    | Appointment only                    | [B] | Ely Child and Family Centre                                      |
| <b>Multiple Births Group</b><br>10am to 11am             | Fortnightly                               | For families with multiples         |     | Ely Child and Family Centre                                      |
| <b>Baby and Child Health Clinic</b><br>9am to 11am       | April 3 & 17<br>May 1 & 15<br>June 5 & 19 | Drop in led by Health Visiting Team |     | Sutton Centre  |
| <b>English and Maths for Adults</b><br>9.30am to 11.30am | Weekly<br>(Not running 4 & 11 April)      | Run by Cambridge Regional College   | [B] | Littleport Child and Family Centre                               |
| <b>Baby and Child Health Clinic</b><br>12pm to 1pm       | Weekly                                    | Drop in led by Health Visiting Team |     | Littleport Child and Family Centre                               |
| <b>Well Baby Clinic</b><br>12.30pm to 2pm                | Weekly                                    | Drop in led by Health Visiting Team |     | 1 <sup>st</sup> and 3 <sup>rd</sup> Tuesdays<br>Bottisham Centre |

[£] Charge [B] Booking [R] Invite/Referral [C] Course **For activity details please see back of the booklet**

|   |                               |   |     |  |
|---|-------------------------------|---|-----|--|
|   |                               |   |     | 2 <sup>nd</sup> and 4 <sup>th</sup><br>Tuesdays<br>Mandeville Hall |
| <b>Sibling Rivalry</b><br>12.45pm to 2.45pm         | 1 and 8 May                   | Parenting course – how to manage sibling rivalry                                      | [C] | Ely Child and Family Centre  |
| <b>Confidence for Work</b><br>12.45pm to 2.45pm     | 5, 12,19,26 June              | Learn how to gain confidence and skills for work                                      | [C] | Ely Child and Family Centre  |
| <b>Stepping Stones</b><br>9.30am to 12pm            | 1 May to 26 June              | For parents of children with SEN, ages 2 to 12 years                                  | [C] | Bottisham Centre   |
| <b>Play Session</b><br>1.30pm to 2.30pm             | Weekly                        | Stay and play for families living in the hostel                                       |     | Ely Hostel   |
| <b>Parenting Course Taster</b><br>9.15am to 11.15am | 3, 10, 17 April               | An opportunity for parents to learn new skills that will help them and their children | [C] | Bottisham Centre   |
| <b>Pathways to Positivity</b><br>7pm to 8.30pm      | Weekly                        | Support Group for adults aged 16+. Arts, crafts and relaxation                        |     | Soham Child and Family Zone  |
| <b>Maths for Adults</b><br>9.30 am to 11.30am       | 5, 12, 19, 26 June and 3 July | Run by Family Learning. Crèche spaces available                                       | [C] | Soham Child and Family Zone  |

| Wednesday  |  |   |     |                             |
|--|--|---|-----|-----------------------------|
| <b>Childminder Drop-in</b><br>9.30am to 11.30am          | Weekly                                 | For childminders only                       |     | Bottisham Centre            |
| <b>Midwifery Clinic</b><br>9.30am to 12.30pm             | Weekly                                 | Appointments only                           | [B] | Bottisham Centre            |
| <b>Midwifery Clinic</b><br>9.50am to 12.30pm             | Weekly                                 | Appointments only                           | [B] | Soham Child and Family Zone |
| <b>Midwifery Clinic</b><br>9.40am to 4pm                 | Weekly                                 | Appointments only                           | [B] | Ely Child and Family Centre |
| <b>English and Maths for Adults</b><br>9.30am to 11.30am | Weekly<br>(Not running 3 and 10 April) | Run by Cambridge Regional College           | [C] | Ely Child and Family Centre |
| <b>Wacky Wednesday</b><br>10am to 11.30am                | Weekly<br>in term time                 | Stay and play for children aged 5 and under | [£] | Ely Scout Hut               |
| <b>Play Circle</b><br>1pm to 3pm                         | Weekly<br>in term time                 | For children with additional needs          | [R] | Ely Child and Family Centre |
| <b>Young Parents' Group</b><br>2pm to 3pm                | Fortnightly                            | For parents or parents-to-be under 21yrs    |     | Soham Child and Family Zone |

[£] Charge [B] Booking [R] Invite/Referral [C] Course **For activity details please see back of the booklet**

| Thursday   |  |   |            |                                |
|--|--|---|------------|--------------------------------|
| <b>Parenting Drop-in</b><br>9.15am to 10.45am                | 4 <sup>th</sup> Thursday<br>of the month     | Advice and support from a<br>family worker                        |            | Soham Child and<br>Family Zone |
| <b>Midwifery Clinic</b><br>9.50am to 12.30pm                 | Weekly                                       | Appointments only   | [B]        | Soham Child and<br>Family Zone |
| <b>Midwifery Clinic</b><br>1.40pm to 4pm                     | Weekly                                       | Appointments only   | [B]        | Ely Child and Family<br>Centre |
| <b>Midwifery Clinic</b><br>9.40am to 12noon                  | Weekly                                       | Appointments only   | [B]        | Sutton Centre                  |
| <b>Baby and Child Health<br/>Clinic</b><br>9.30am to 11am    | Weekly                                       | Drop in led by Health<br>Visiting Team                            |            | Ely Child and Family<br>Centre |
| <b>Stay and Play</b><br>10am to 12noon                       | Weekly in<br>term time                       | For children aged 5 and<br>under                                  | [£]        | Burwell Sports<br>Centre       |
| <b>Sibling Rivalry</b><br>9.30am to 11.30am                  | 10 to 24 July                                | For parents of school age<br>children. Crèche spaces<br>available | [B]<br>[C] | Soham Child and<br>Family Zone |
| <b>Ely Milks</b><br>1.30pm to 2.30pm                         | Weekly                                       | Drop-in breastfeeding<br>support group                            |            | Cathedral Centre,<br>Ely       |
| <b>Well Baby Clinic</b><br>1.30pm to 3pm                     | Weekly                                       | Health visitor clinic   |            | Soham Child and<br>Family Zone |
| <b>Keeping Up with the<br/>Children</b><br>12.30pm to 2.30pm | 4 week course<br>starts 7 <sup>th</sup> June | This is a bookable, free<br>session with a crèche                 | [B]        | Ely Child and Family<br>Centre |

| Friday                                       |   |  |            |                                       |
|--|---|--|------------|---------------------------------------|
| <b>Rhyme Time</b><br>9am to 10am             | Weekly in<br>term time                  | For children under five                | [£]        | The Shade Primary<br>School, Soham    |
| <b>Midwifery Clinic</b><br>9.40am to 4pm     | Weekly                                  | Appointments only                      | [B]        | Ely Child and Family<br>Centre        |
| <b>Midwifery Clinic</b><br>9.40 to 12noon    | Weekly                                  | Appointments only                      | [B]        | Sutton Centre                         |
| <b>Baby Massage</b><br>10am to 11.30am       | From 20 April<br>for 5 weeks            | For pre-mobile babies                  | [£]<br>[B] | Soham Child and<br>Family Zone        |
| <b>Midwifery Clinic</b><br>9.50am to 12.30pm | Weekly                                  | Appointments only                      |            | Soham Child and<br>Family Zone        |
| <b>Sensing Fun</b><br>10am to 11.30am        | Weekly<br>(Not running 6<br>& 13 April) | For children with additional<br>needs  | [R]        | Ely Child and Family<br>Centre        |
| <b>Little Explorers</b><br>10am to 11.30am   | Weekly                                  | Stay and play for children<br>under 5  |            | Littleport Child and<br>Family Centre |
| <b>Pinpoint</b><br>12.30pm to 2.30pm         | 20 April, 11<br>May, 8 June, 6<br>July  | ADHD/ASD Parent/Carer<br>support group |            | Ely Child and Family<br>Centre        |

[£] Charge [B] Booking [R] Invite/Referral [C] Course **For activity details please see back of the booklet**

|   |             |   |  |                             |
|---|-------------|---|--|-----------------------------|
| <b>Breast Friends</b><br>12.45pm to 2pm | Weekly      | Support and advice                              |  | Soham Child and Family Zone |
| <b>Play Session</b><br>1.30pm to 2.30pm | Fortnightly | Stay and play for families living in the hostel |  | Littleport Hostel           |

| Saturday                          |         |                                       |     |                             |
|-----------------------------------|---------|---------------------------------------|-----|-----------------------------|
| <b>Parentcraft</b><br>10am to 4pm | Monthly | Ante natal class                      | [B] | Soham Child and Family Zone |
| <b>Parentcraft</b><br>10am to 4pm | Monthly | Antenatal class run by midwifery team | [B] | Ely Child and Family Centre |

| Coming Soon   |
|---|
| <b>Den-Building</b> at Anglesey Abbey                             |
| <b>Building Self-Esteem</b> at Littleport Child and Family Centre |
| <b>New Beginnings</b> at Sutton Centre                            |
| <b>Rhyme Time</b> at Sutton Centre                                |
| <b>Mindfulness</b> at Soham Child and Family Centre               |
| <b>New Arrivals</b> at Littleport Child and Family Centre         |
| <b>First Aid Workshop</b> at Soham Child and Family Centre        |
| <b>Sensory Adventures</b> at Soham Child & Family Centre          |
| <b>Nature Trail</b> at Wicken Fen                                 |

| Contact Us   |
|--|
| <b><u>Ely Child and Family Centre</u></b><br>01353 611594        |
| <b><u>Littleport Child and Family Centre</u></b><br>01353 612770 |
| <b><u>Soham Child and Family Zone</u></b><br>01353 727188        |
| <b><u>East Cambs District</u></b><br>Phone number – 01353 612891 |

[£] Charge [B] Booking [R] Invite/Referral [C] Course **For activity details please see back of the booklet**

Email address – [Districtearlyhelpteam.eastcamb@cambridgeshire.gov.uk](mailto:Districtearlyhelpteam.eastcamb@cambridgeshire.gov.uk)

## Addresses

**Bottisham Centre**, Lode Road, Bottisham, CB25 9DL

**Burwell Sports Centre**, Buntings Path, Burwell, CB25 0DD

**Cathedral Centre**, Palace Green, Ely CB7 4EW

**Ely Child and Family Centre**, High Barns, Ely, CB7 4RB

**Ely Hostel**, 5a Lynn Road, Ely CB6 1QG

**Ely Scout Hut**, St Johns Road, Ely, CB6 3BE

**Littleport Child and Family Centre**, Parsons Lane, Littleport CB6 1JT

**Littleport Hostel**, 1 Main St, Ely CB6 1PH

**Mandeville Hall**, Burwell, CB25 0AR

**Soham Child and Family Zone**, Pratt Street, Soham, CB7 5BH

**Soham Library**, 7 Clay Street, Soham CB7 5HJ

**Sutton Centre**, The Brook, Sutton CB6 2QQ

**The Shade Primary School**, Soham, CB7 5DE

# Description of Activities

## Stay and Play Groups

These groups will have a variety of different themes from week to week, and help your child to learn through play. They are a fun way for you to learn about your child's development, enjoy time together and meet other parents. Some will provide a chance for you and your child to take part in physical exercise, learning balance, co-ordination and mobility. Others

[£] Charge [B] Booking [R] Invite/Referral [C] Course **For activity details please see back of the booklet**

will be focussed on creativity or imaginative play. Each activity will indicate what age range it is targeted at.

You can also talk to us if you are worried about your child's development. The activities are based on the Early Years Foundation Stage (EYFS).

## Health

### Midwife Clinics

Clinics run by midwives, offering pre-booked one to one appointments, antenatal appointments and discharge appointments.

### Child Health Clinics

Well baby weighing clinics run by Health Visitors. Sometimes referred to as Well Baby clinics.

### Breastfeeding Support

These drop-in support sessions may be professional led, or volunteer led. They offer practical support with any concerns or questions you have around breastfeeding, and the chance to meet other mums.

Parents can also access the Start 4 Life website which has free hints, tips and videos on giving your baby the best start in life. There is also a chatbot which parents can use to get support on breastfeeding 24/7 <https://www.nhs.uk/start4life/>

There will also be a range of other health provision in our child and family centres such as speech and language support, and sessions on one off topics including weaning and introducing solids.

## Additional Needs or Special Educational Needs or Disabilities (SEND) Support

Each centre will run a variety of these sessions and the names of the session will vary. Some will be parent-led others run by or supported by professionals from Health or Child and Family Centres.

## Support for Parents

### PEEP (Peers Early Education Partnership) group sessions

The PEEP programme focuses on how to make the most of the learning opportunities in everyday life at home – listening, talking, playing, singing and sharing books every day. PEEP supports parents and carers in their role as the first educators of their children.

### Young Parent Groups

[£] Charge [B] Booking [R] Invite/Referral [C] Course **For activity details please see back of the booklet**

We provide opportunities for young parents to meet and network with other young parents, whilst enjoying a stay and play session for their children. We provide fun activities including messy play, music sessions and snack time for parents aged 25 years and under.

### **New Beginnings Groups**

Weekly sessions that offer a chance to meet other parents and carers. Each session has a different theme including Home Safety & Play and Communication.

### **Family Worker Drop-ins**

An opportunity for families to ask for information, advice and support on any issue affecting their family life. These will take place in a range of venues, including Centres, zones, Community buildings and schools.

## **Courses and Learning**

The following parenting programmes run on a regular basis, if dates are not shown in this particular leaflet, please ask centres for information on the next available course.

### **Raising Children**

For mums and dads of children aged up to 12 years. 10 weeks of two-hour sessions. The course is suitable for all parents: from those who just want to learn more about their child's development, to the parent who needs a bit more support in understanding their child's behaviour. The course covers emotional and social development, attachments, coping with stress, social learning theory, cognitive theory, behavioural development, identity, self-esteem, and speech and language.

### **Incredible Years**

For mums and dads of children aged up to six. 12 to 14 weeks of two-hour sessions. The course aims to increase positive and nurturing parenting and improved parent-child relationships. It will provide you with the tools you need to help your child develop emotionally and support you with your effective discipline strategies.

### **Stepping Stones**

A nine week course that will help parents and carers to use positive parenting skills to improve behaviour, support your child's development and help them feel good about themselves, and implement parenting routines and cope with stress.

### **Raising Teens**

For parents of children aged ten and over. Ten weeks of two hour sessions. Raising Teens is a course aimed at parents of teenagers. It will help you to understand why your teen behaves as they do and how you can deal with their emotions and yours. It will also give you effective strategies which work with teenagers including emotional and social development, [£] Charge [B] Booking [R] Invite/Referral [C] Course **For activity details please see back of the booklet**

behavioural development, identity and social development, self-care skills and independence, problem solving, and anger management.

### **Triple P Parenting Programmes; including Teen Triple P for parents with teenagers**

A parenting and family support system designed to prevent – as well as treat – behavioural and emotional problems in children and teenagers. It aims to prevent problems in the family, school and community before they arise and to create family environments that encourage children to realise their potential.

### **Adult Learning**

We provide access to adult learning opportunities and employment support including enabling access to information about employment, education and training and links with Job Centre Plus and local training providers.

We arrange courses for parents in schools and Child and Family Centres which support families with school readiness and to understand the primary curriculum so that they can help their children with homework.

Our learning centres are situated in libraries in Wisbech, March, Central Cambridge, Huntingdon and Ely. Learners can drop in and start learning straight away. We offer qualifications in English, Maths, IT and Employability. We organise job clubs to support searching for work. Almost all the support we offer is free to the learner.

### **One-Off information sessions**

These sessions run on a regular basis, on various topics including those below, if dates are not shown in this particular leaflet, please ask centres for information on the next available course. Courses include sleep, toilet training, managing difficult behaviour, healthy eating, sibling relationships, effective discipline and parenting styles.

### **Support for Young People**

District Early Help teams provide a range of targeted support for young people, usually accessed through the Early Help Assessment process. To find out more about support available locally please contact the Early Help Team on 01353 612891.

Cambridgeshire residents can also access a wide range of online information and support via the following websites:

**Youthoria:** A website for 11-19 year olds providing advice around life, work and learning. The 'Ask Ali' function allows young people to anonymously seek help and advice via the website and receive a personal response from our teams. [www.youthoria.org](http://www.youthoria.org)

[£] Charge [B] Booking [R] Invite/Referral [C] Course **For activity details please see back of the booklet**

**Keep Your Head:** A new young people's mental health website for young people and their parents/carers living in Peterborough and Cambridgeshire. The site is universally accessible and is a central point for finding good quality local and national information on keeping well, self-help, and support services covering a range of issues. [www.keep-your-head.com](http://www.keep-your-head.com)

**CHUMS:** Offering children and young people a range of short term, evidence based interventions, including one to one, group work, recreational therapies, as well as offering a robust training package to schools. Self-referrals and referrals from professionals are accepted. The age range is 5 to 18 years in Peterborough and 5 to 25 years in Cambridgeshire (except bereavement support which covers 5 to 19 years).  
[www.chums.uk.com](http://www.chums.uk.com)

### **Charging for Groups**

Some groups have a charge to attend, you will need to purchase Child and Family Centre vouchers [£]. If having to pay for a group would stop you attending please talk to us. Families on low income may be eligible for free vouchers.

### **Are you concerned about the safety of a child?**

If a child is at risk of harm, or you are concerned about the safety of a child, please call the Contact Centre on 0345 045 5203 between 8am and 6pm, Monday to Friday. If it is outside office hours or at the weekend, call the First Response and Emergency Duty Team on 01733 234724, or the police on 999.

### **Volunteering Opportunities**

We are recruiting volunteers; so if you are interested in working with children, could support groups, or offer admin support, please call the East Cambridgeshire District Team on 01353 612891.

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# Fenland



**April to July  
2018**

# Fenland What's On

## Wisbech and surrounding area



= Sessions run by Health



= Bookable courses for parents

| Monday   |   |   |            |   |
|--|---|---|------------|---|
| <b>Ante-Natal Breast Feeding Workshop</b><br>9am to 11am                       | 23 <sup>rd</sup> April, 21 <sup>st</sup> May, 18 <sup>th</sup> June, 16 <sup>th</sup> July, 13 <sup>th</sup> August | A health led session promoting the benefits and skills needs for successful breast feeding      |            | Oasis Child and Family Centre               |
| <b>Ante-Natal Classes</b><br>9am to 11am                                       | 9 <sup>th</sup> April, 7 <sup>th</sup> May, 4 <sup>th</sup> June, 2 <sup>nd</sup> July, 30 <sup>th</sup> July       | Ante-Natal classes that are suitable for expectant parents who are 20 weeks pregnant            |            | Oasis Child and Family Centre               |
| <b>Little Saints Toddler Group</b><br>9.30am to 11.15am                        | Weekly (Term Time Only)   | Parent led stay and play session for children under 5   | [£]        | School Hall, Wisbech St Mary Primary School |
| <b>Boogie Tots</b><br>10.00am to 11am  | Weekly (Term Time Only)   | Music and dancing for under 5's   | [£]        | Queen Mary Centre                           |
| <b>Baby Playtime and Breastfeeding Support</b><br>1pm to 2.30pm                | Weekly  | A health led breastfeeding, advice and peer support session                                     |            | Oasis Child and Family Centre               |
| <b>Introducing Solids</b><br>10am to 11.15am                                   | 9 <sup>th</sup> April, 14 <sup>th</sup> May, 4 <sup>th</sup> June, 2 <sup>nd</sup> July                             | A health led Introducing Solids advice and peer support session                                 |            | Oasis Child and Family Centre               |
| <b>Salvation Army Allsorts Parent, Baby and Toddler Group</b><br>1pm to 2.30pm | Weekly (Term Time Only)   | Parent, baby and toddler group  | [£]<br>[B] | Salvation Army Hall                         |
| <b>Raising Teens</b><br>10am to 12pm   | 1 <sup>st</sup> March to 10 <sup>th</sup> May   | Parenting programme – for parents who need more support in understating their child's behaviour | [C]        | Oasis Child and Family Centre               |

| Tuesday   |  |   |     |                               |
|---|--|---|-----|-------------------------------|
| <b>Sensory Playtime</b><br>1.30pm to 2.30pm                 | Weekly (Term Time Only)                          | Sensory group for children with SEND  | [R] | Oasis Child and Family Centre |
| <b>Grow It, Cook It, Eat It</b><br>10am to 12pm             | Weekly for 10 Weeks starts April 3 <sup>rd</sup> | Community group to grow, cook and eat food                                    | [B] | Oasis Child and Family Centre |
| <b>Baby Stay and Play Health Clinic</b><br>1.15pm to 3.00pm | Weekly   | Health session with Health Visitors. Stay and Play at Child and Family Centre |     | Oasis Child and Family Centre |

|  |   |  |     |                                       |
|--|---|--|-----|---------------------------------------|
| <b>Home Starts Next Steps</b><br>10am to 11.45am | Weekly<br>Term time only  | Home start wellbeing group   | [R] | Wisbech South Child and Family Centre |
| <b>Ante-Natal Classes</b><br>6pm to 8pm          | <u>Breastfeeding</u><br>24 <sup>th</sup> April, 26 <sup>th</sup> June, 28 <sup>th</sup> August<br><br><u>Pain Relief</u><br>29 <sup>th</sup> May, 24 <sup>th</sup> July | Ante-Natal classes that are suitable for expectant parents who are 20 weeks pregnant |     | Murrow Pre School                     |
| <b>Stepping Stones</b><br>9.30am to 11.30am      | 15 <sup>th</sup> May to 26 <sup>th</sup> June   |  | [B] | Wisbech South Child and Family Centre |

| <b>Wednesday</b>  |   |  |            |  |
|---|---|--|------------|--|
| <b>Salvation Army Busy Bees Toddler Group</b><br>9.30am to 11am     | Weekly (Term Time only)   | Salvation Army led stay and play session for children under 5.                         | [£]<br>[B] | Salvation Army Hall                            |
| <b>CALMS</b><br>9.30am to 11.30am                                   | Weekly  | Care and Linking mums support (Invite Only)  | [R]        | Wisbech South Child and Family Centre          |
| <b>Easter Half Term Trip – The Dinosaur Park Norwich</b><br>All day | 4 <sup>th</sup> April   | Developing speech and language trip  | [R]        | Leaving from the Oasis Child and Family Centre |
| <b>Baby Stay and Play Health Clinic</b><br>10am to 12pm             | Weekly  | Health session with Health Visitors. Stay and Play at Child and Family Centre          |            | Oasis Child and Family Centre                  |
| <b>Spinney Adventure Play</b><br>10.30am to 12pm                    | Weekly<br>Starts 18 <sup>th</sup> April   | Outdoor adventure play session   |            | Spinney Adventure Playground                   |
| <b>Messy Play for Under 5's</b><br>1.30pm to 3pm                    | Fortnightly (Term Time Only)  | Come along and get messy. You may want to bring a change of clothes                    | [£]        | Oasis Child and Family Centre                  |
| <b>Life with a New Baby</b><br>6pm to 8pm                           | 3 <sup>rd</sup> April, 2 <sup>nd</sup> May, 6 <sup>th</sup> June, 4 <sup>th</sup> July, 1 <sup>st</sup> August      | A focus on the first weeks of baby's life. For expectant parents who are 20 weeks plus |            | Wisbech South Child and Family Centre          |
| <b>Ante-Natal Classes</b><br>6pm to 8pm                             | 18 <sup>th</sup> April, 16 <sup>th</sup> May, 20 <sup>th</sup> June, 18 <sup>th</sup> July, 15 <sup>th</sup> August | Ante-Natal classes that are suitable for expectant parents who are 20 weeks pregnant   |            | Wisbech South Child and Family Centre          |

| Thursday  |   |   |            |                                       |
|---|---|---|------------|---------------------------------------|
| <b>Little Butterflies</b><br>10am to 11.30am                          | Weekly (Term Time Only)                                       | Specialist group run by the Early Support Team for children with SEND             | [R]        | Oasis Child and Family Centre         |
| <b>Raising Teens</b><br>10am to 12pm                                  | Weekly 10 weeks starts 1 <sup>st</sup> March                  | Parenting programme for raising teenagers   |            | Oasis Child and Family Centre         |
| <b>Baby Massage</b><br>1pm to 2.30pm                                  | 19 <sup>th</sup> April to 17 <sup>th</sup> May                | A teaching led group sessions to soothe and relax your baby                       | [£]<br>[C] | Wisbech South Child and Family Centre |
| <b>Stepping Stones</b><br>10am to 12.30pm                             | 17 <sup>th</sup> May to 28 <sup>th</sup> June                 | Parenting programme   | [C]        | Wisbech South Child and Family Centre |
| <b>Home Educators</b><br>1pm to 3pm                                   | Fortnightly   | For home educated children and their families                                     |            | Oasis Child and Family Centre         |
| <b>Stay, Play and Learn</b><br>1pm to 2.30pm                          | Thursdays except 1 <sup>st</sup> one of the month (Term Time) | A stay and play session for children under 5                                      | [£]        | Murrow Pre School                     |
| <b>Community Led TOAST 2 Drop In for Families</b><br>4.15pm to 5.15pm | Every Thursday  | This is an animal assisted drop in session. Bring your dog and have tea and toast |            | The Oasis Community Centre            |

| Friday   |                    |  |     |                                       |
|--|--------------------|--|-----|---------------------------------------|
| <b>Little Explorers</b><br>10am to 11.30am         | Weekly (term time) | Supporting under 5s to explore the world   | [£] | Oasis Child and Family Centre         |
| <b>Ambers</b><br>10am to 11.30am                   | Weekly (term time) | A stay and play session to include advice and support for those newly arrived to the community                                 | [£] | Wisbech South Child and Family Centre |
| <b>Baby Rhyme Time</b><br>1.30pm to 2.30pm         | Weekly (term time) | A singing session to help your baby develop their communication and listening skills. Suitable for babies aged up to 12 months | [£] | Oasis Child and Family Centre         |
| <b>Wobbly Walkers</b><br>1.30pm to 2.30pm          | Weekly (term time) | Physical session for children learning to walk   | [£] | Oasis Child and Family Centre         |
| <b>TOAST Drop-In for Families</b><br>3.30pm to 5pm | Weekly             | This is an animal assisted drop in session. Bring your dog and have tea and toast  |     | Queen Mary Centre                     |

| Saturday  |                                  |   |     |                               |
|---|----------------------------------|---|-----|-------------------------------|
| <b>Something on a Saturday</b><br>10am to 11.30am | Monthly 1 <sup>st</sup> Saturday | Under 5's family focused fun activities | [£] | Oasis Child and Family Centre |

## Coming Soon

**Outreach activities in** Wisbech St Mary, Parson Drove, Leverington and Friday Bridge

**Developing Early Years Development sessions** starting from May

**PEEP, Five to Thrive, and Chatterbox** in Wisbech, schedule to be confirmed

**ADHD support group-** parent led group, details to confirmed

**Adult Learning opportunities** in Wisbech

## Contact Us

### Oasis Child and Family Centre

01945 428664

### Wisbech South Child and Family Centre

01945 481150

### Fenland District

**Phone number** – 01354 750401

**Email address** – [districtearlyhelpteam.wisbech@cambridgeshire.gov.uk](mailto:districtearlyhelpteam.wisbech@cambridgeshire.gov.uk)

## Addresses

**Murrow Pre School**, Murrow Bank, Murrow, Wisbech PE13 4HD

**Oasis Child and Family Centre**, St. Michaels Avenue, Wisbech PE13 3NR

**Queen Mary Centre**, Queens Road, Wisbech, PE13 2PE

**Salvation Army Hall**, John-Thompson Road, Wisbech, PE13 2NG

**School Hall**, Wisbech St Mary Primary School, Churchfield Road, Wisbech, PE13 4RJ

**Spinney Adventure Playground**, , Waterlees Road, PE13 3HG

**The Oasis Community Centre**, St Michael's Avenue, Wisbech, PE13 3NR

**Wisbech South Child and Family Centre**, Elizabeth Terrace, Wisbech PE13 2AQ

## March, Chatteris and Whittlesey and surrounding area

 = Sessions run by Health  = Bookable courses for parents

| Monday  |                                  |   |     |                                   |
|---|----------------------------------|---|-----|-----------------------------------|
| <b>Antenatal Clinic</b><br>9am to 4.30pm                    | Weekly                           | Midwives Clinic   | [R] | March Child and Family Centre     |
| <b>Jumping Giraffes</b><br>10am to 11.30am                  | Weekly                           | SEND group led by Support for Learning  | [R] | March Child and Family Centre     |
| <b>Well Baby Clinic</b><br>1pm to 2.30pm                    | Weekly                           | Weighing Clinic led by Health Visiting Team                                   |     | March Child and Family Centre     |
| <b>Blood Clinic</b><br>9.30am to 1pm                        | Weekly                           | Midwives Clinic   | [R] | Chatteris Child and Family Centre |
| <b>Food Fun</b><br>11.00am to 1.30pm                        | 4 weeks<br>11/6/18 to<br>2/7/18  | Cooking healthily on a budget   |     | Chatteris Child and Family Centre |
| <b>Stepping Stones</b><br>11.30am to 1.30pm                 | 9 Weeks<br>10/9/18 to<br>5/11/18 | SEND Parenting Programme  |     | Chatteris Child and Family Centre |
| <b>Childminder Drop-in</b><br>12.30pm to 2.30pm             | Fortnightly                      | Run by Childminders for Childminders  |     | Chatteris Child and Family Centre |
| <b>Cambsiis</b><br>12.30pm to 2.30pm                        | Monthly                          | Cambridgeshire Invisible Illness Support Group                                |     | Chatteris Child and Family Centre |
| <b>Rhythm and Rhyme</b><br>9.30am to 10.30am                | Weekly<br>(term time)            | Song and Rhyme session with additional physical play activities               |     | Whittlesey Child and Family Zone  |
| <b>Sweet Pea Nursery – Sensory Fun</b><br>9.30am to 11.30am | Weekly<br>(term time)            | Sensory Session run by Sweet Pea Nursery for children with SEND in their care |     | Whittlesey Child and Family Zone  |
| <b>Introducing Solids Workshops</b><br>1.45pm to 2.45pm     | Monthly                          | Weaning workshops delivered by Health Visiting Team                           |     | Whittlesey Child and Family Zone  |
| <b>Rhymetime (toddlers)</b><br>9.45am to 10.30am            | Weekly<br>(term time)            | Song and Rhyme session in partnership with Library                            |     | March Library                     |
| <b>Rhymetime (babies)</b><br>10.30am to 11.15am             | Weekly<br>(term time)            | Song and Rhyme session in partnership with Library                            |     | March Library                     |

| Tuesday  |                       |   |     |                               |
|--|-----------------------|---|-----|-------------------------------|
| <b>Blood Clinic</b><br>9am to 4pm                | Weekly                | Midwives Clinic                           | [R] | March Child and Family Centre |
| <b>Messy Tots</b><br>11.30am to 12.30pm          | Weekly<br>(term time) | Stay and Play session with Messy included | [£] | March Child and Family Centre |
| <b>Family Worker Drop-in</b><br>1.30pm to 4.30pm | Weekly                |   |     | March Child and Family Centre |

|  |  |  |     |                                   |
|--|--|--|-----|-----------------------------------|
| <b>Antenatal Clinic</b><br>9am to 4pm                      | Weekly   | Midwives Clinic  | [R] | Chatteris Child and Family Centre |
| <b>Baby Massage</b><br>9.30am to 10.15am                   | 4 week course  | 4 Week Baby Massage course   | [£] | Chatteris Child and Family Centre |
| <b>Baby Steps</b><br>10.30am to 12.30pm                    | Weekly (term time)   | Under 1's play & information session                                       |     | Chatteris Child and Family Centre |
| <b>Parentcraft</b><br>2pm to 4pm                           | 10th & 17th April<br>15th & 22nd May<br>12th & 19th June<br>10th & 17th July<br>14th & 21st August | Antenatal Classes for parents due to give birth at Hinchingbrooke Hospital | [R] | Chatteris Child and Family Centre |
| <b>Childminder Drop-in</b><br>12.30pm to 2.30pm            | Weekly   | Run by Childminders for Childminders                                       |     | Whittlesey Child and Family Zone  |
| <b>Sensory and Soft Play (Under 1's)</b><br>10am to 11am   | Weekly (term time)   | Sensory session for under 1's  | [£] | Whittlesey Child and Family Zone  |
| <b>Sensory and Soft Play (1's and 2's)</b><br>11am to 12pm | Weekly (term time)   | Sensory session for 1's and 2's  | [£] | Whittlesey Child and Family Zone  |

| <b>Wednesday</b>                                    |                    |   |     |                                   |
|---|--------------------|---|-----|-----------------------------------|
| <b>Antenatal Clinic</b><br>9am to 4.30pm            | Weekly             | Midwives Clinic                                     | [R] | March Child and Family Centre     |
| <b>Messy Tots</b><br>9.30am to 10.30am              | Weekly (term time) | Stay and Play session with Messy included           | [£] | March Child and Family Centre     |
| <b>Everyone Health</b><br>3.30pm to 4.30pm          | 10 weeks           | Child weight management programme                   | [R] | March Child and Family Centre     |
| <b>Smoking Cessation</b><br>3.30pm to 9pm           | Weekly             | Run by Camquit                                      | [R] | March Child and Family Centre     |
| <b>Richmond Fellowship</b><br>10am to 1pm           | Fortnightly        | Invite only   | [R] | Chatteris Child and Family Centre |
| <b>Introducing Solids workshops</b><br>10am to 11am | Monthly            | Weaning workshops delivered by Health Visiting Team |     | Chatteris Child and Family Centre |
| <b>Messy Tots</b><br>11.30am to 12.30pm             | Weekly (term time) | Stay and Play session with Messy included           | [£] | Chatteris Child and Family Centre |
| <b>Well Baby Clinic</b><br>1.15pm to 2.45pm         | Weekly             | Weighing Clinic led by Health Visiting Team         |     | Chatteris Child and Family Centre |

|  |                                     |                                      |     |                                   |
|--|-------------------------------------|--------------------------------------|-----|-----------------------------------|
| <b>Family Worker Drop-in</b><br>1.30pm to 4.30pm | Weekly                              |                                      |     | Chatteris Child and Family Centre |
| <b>Baby Massage</b><br>10.30am to 11.15am        | 4 week course<br>25/4/18 to 16/5/18 | 4 Week Baby Massage course           | [£] | Whittlesey Child and Family Zone  |
| <b>Baby Steps</b><br>11.30am to 12.30pm          | Weekly (term time)                  | Under 1's play & information session |     | Whittlesey Child and Family Zone  |
| <b>Family Worker Drop-in</b><br>1.30pm to 4.30pm | Weekly                              |                                      |     | Whittlesey Child and Family Zone  |

| <b>Thursday</b>                                   |                                     |  |     |                                   |
|---|-------------------------------------|--|-----|-----------------------------------|
| <b>Antenatal Clinic</b><br>9am to 4.30pm          | Weekly                              | Midwives Clinic                                    | [R] | March Child and Family Centre     |
| <b>Food Fun</b><br>9.30am to 11am                 | 4 weeks<br>14/6/18 to 18/5/18       | Cooking healthily on a budget                      |     | March Child and Family Centre     |
| <b>Baby Massage</b><br>10.30am to 11.15am         | 4 week course<br>26/5/18 to 17/5/18 | 4 Week Baby Massage course                         | [£] | March Child and Family Centre     |
| <b>Baby Steps</b><br>11.30am to 12.30pm           | Weekly (term time)                  | Under 1's play and information session             |     | March Child and Family Centre     |
| <b>Paediatric Physio</b><br>1pm to 4pm            | Fortnightly                         | Invite only  | [R] | March Child and Family Centre     |
| <b>Antenatal Clinic</b><br>9am to 4pm             | Weekly                              | Midwives Clinic                                    |     | Chatteris Child and Family Centre |
| <b>Paediatric Physio</b><br>9am to 12pm           | Fortnightly                         | Invite only  | [R] | Chatteris Child and Family Centre |
| <b>Rhymetime (babies)</b><br>9.30am to 10.15am    | Weekly (term time)                  | Song and Rhyme session in partnership with Library |     | Chatteris Library                 |
| <b>Rhymetime (toddlers)</b><br>10.30am to 11.15am | Weekly (term time)                  | Song and Rhyme session in partnership with Library |     | Chatteris Library                 |
| <b>English 4 U</b><br>9.30am to 11am              | Weekly (term time)                  | Adult Learning – Up to equivalent NVQ L2           |     | Chatteris Child and Family Centre |
| <b>Maths 4 U</b><br>11.30am to 1pm                | Weekly (term time)                  | Adult Learning – Up to equivalent NVQ L2           |     | Chatteris Child and Family Centre |
| <b>Blood Clinic</b><br>1.30pm to 3pm              | Weekly                              | Midwives clinic                                    | [R] | Chatteris Child and Family Centre |
| <b>Wriggly Worms</b><br>9.30am to 11am            | Weekly (term time)                  | SEND group led by Support for Learning             | [R] | Whittlesey Child and Family Zone  |
| <b>Well Baby Clinic</b><br>1pm to 2.45pm          | Weekly                              | Weighing Clinic led by Health Visiting Team        |     | Whittlesey Child and Family Zone  |

| Friday  |                                  |  |     |                                   |
|---|----------------------------------|--|-----|-----------------------------------|
| <b>Antenatal Clinic</b><br>9am to 4.30pm        | Weekly                           | Midwives Clinic  | [R] | March Child and Family Centre,    |
| <b>Childminder Drop-in</b><br>9.30am to 11.30am | Weekly                           | Run by Childminders for Childminders                               |     | March Child and Family Centre     |
| <b>Triple P Teens</b><br>12pm to 2pm            | 6 Weeks<br>2/11/18 to<br>7/12/18 | Parenting Programme  |     | March Child and Family Centre     |
| <b>Bubbly Bugs</b><br>9.30am to 11.30am         | Weekly                           | SEND group run by Ormiston Sensory Project                         |     | Chatteris Child and Family Centre |
| <b>PEEP 1's</b><br>12.30pm to 1.30pm            | 4 weeks<br>22/6/18 to<br>13/7/18 |  | [£] | Chatteris Child and Family Centre |
| <b>Messy Tots</b><br>12pm to 1pm                | Weekly<br>(term time)            | Stay and Play session with Messy included                          | [£] | Whittlesey Child and Family Zone  |
| <b>Parent Support Group</b><br>1pm to 3pm       | Weekly                           | Support group for parents of children with SEND. Run by volunteers |     | Whittlesey Child and Family Zone  |

| Saturday                         |  |  |  |                                   |
|----------------------------------|--|--|--|-----------------------------------|
| <b>Saturdads</b><br>10am to 12pm | 2 <sup>nd</sup><br>Saturday of<br>each month | For fathers, grandfathers, uncles and male carers with children under 10 years |  | Chatteris Child and Family Centre |

| Contact Us  |  |
|---|--|
| <b><u>Chatteris Child and Family Centre</u></b><br>01354 697739   |  |
| <b><u>March Child and Family Centre</u></b><br>01354 656581   |  |
| <b><u>Fenland District</u></b><br>Phone number – 01354 750359<br>Email address – <a href="mailto:districtearlyhelpteam.march@cambridgeshire.gov.uk">districtearlyhelpteam.march@cambridgeshire.gov.uk</a> |  |

| Addresses  |
|--|
| <b>Chatteris Child and Family Centre, Larham Way, Chatteris PE16 6PH</b> |
| <b>Chatteris Library, 2 Furrowfields Road, Chatteris PE16 6DY</b>        |

**March Child and Family Centre**, Cavalry Drive, March PE15 9EQ

**March Library**, City Road, March PE15 9LT

**Whittlesey Child and Family Zone**, New Road, Whittlesey PE7 1SZ

# Description of Activities

## Stay and Play Groups

These groups will have a variety of different themes from week to week, and help your child to learn through play. They are a fun way for you to learn about your child's development, enjoy time together and meet other parents. Some will provide a chance for you and your child to take part in physical exercise, learning balance, co-ordination and mobility. Others will be focussed on creativity or imaginative play. Each activity will indicate what age range it is targeted at.

You can also talk to us if you are worried about your child's development. The activities are based on the Early Years Foundation Stage (EYFS).

## Health

### Midwife Clinics

Clinics run by midwives, offering pre-booked one to one appointments, antenatal appointments and discharge appointments.

### Child Health Clinics

Well baby weighing clinics run by Health Visitors. Sometimes referred to as Well Baby clinics.

### Breastfeeding Support

These drop-in support sessions may be professional led, or volunteer led. They offer practical support with any concerns or questions you have around breastfeeding, and the chance to meet other mums.

Parents can also access the Start 4 Life website which has free hints, tips and videos on giving your baby the best start in life. There is also a chatbot which parents can use to get support on breastfeeding 24/7 <https://www.nhs.uk/start4life/>

There will also be a range of other health provision in our child and family centres such as speech and language support, and sessions on one off topics including weaning and introducing solids.

## **Additional Needs or Special Educational Needs or Disabilities (SEND) Support**

Each centre will run a variety of these sessions and the names of the session will vary. Some will be parent-led others run by or supported by professionals from Health or Child and Family Centres.

## **Support for Parents**

### **PEEP (Peers Early Education Partnership) group sessions**

The PEEP programme focuses on how to make the most of the learning opportunities in everyday life at home – listening, talking, playing, singing and sharing books every day. PEEP supports parents and carers in their role as the first educators of their children.

### **Young Parent Groups**

We provide opportunities for young parents to meet and network with other young parents, whilst enjoying a stay and play session for their children. We provide fun activities including messy play, music sessions and snack time for parents aged 25 years and under.

### **New Beginnings Groups**

Weekly sessions that offer a chance to meet other parents and carers. Each session has a different theme including Home Safety & Play and Communication.

### **Family Worker Drop-ins**

An opportunity for families to ask for information, advice and support on any issue affecting their family life. These will take place in a range of venues, including Centres, zones, Community buildings and schools.

## **Courses and Learning**

The following parenting programmes run on a regular basis, if dates are not shown in this particular leaflet, please ask centres for information on the next available course.

### **Raising Children**

For mums and dads of children aged up to 12 years. 10 weeks of two-hour sessions. The course is suitable for all parents: from those who just want to learn more about their child's development, to the parent who needs a bit more support in understanding their child's behaviour. The course covers emotional and social development, attachments, coping with stress, social learning theory, cognitive theory, behavioural development, identity, self-esteem, and speech and language.

### **Incredible Years**

For mums and dads of children aged up to six. 12 to 14 weeks of two-hour sessions. The course aims to increase positive and nurturing parenting and improved parent-child

relationships. It will provide you with the tools you need to help your child develop emotionally and support you with your effective discipline strategies.

### **Stepping Stones**

A nine week course that will help parents and carers to use positive parenting skills to improve behaviour, support your child's development and help them feel good about themselves, and implement parenting routines and cope with stress.

### **Raising Teens**

For parents of children aged ten and over. Ten weeks of two hour sessions. Raising Teens is a course aimed at parents of teenagers. It will help you to understand why your teen behaves as they do and how you can deal with their emotions and yours. It will also give you effective strategies which work with teenagers including emotional and social development, behavioural development, identity and social development, self-care skills and independence, problem solving, and anger management.

### **Triple P Parenting Programmes; including Teen Triple P for parents with teenagers**

A parenting and family support system designed to prevent – as well as treat – behavioural and emotional problems in children and teenagers. It aims to prevent problems in the family, school and community before they arise and to create family environments that encourage children to realise their potential.

### **Adult Learning**

We provide access to adult learning opportunities and employment support including enabling access to information about employment, education and training and links with Job Centre Plus and local training providers.

We arrange courses for parents in schools and Child and Family Centres which support families with school readiness and to understand the primary curriculum so that they can help their children with homework.

Our learning centres are situated in libraries in Wisbech, March, Central Cambridge, Huntingdon and Ely. Learners can drop in and start learning straight away. We offer qualifications in English, Maths, IT and Employability. We organise job clubs to support searching for work. Almost all the support we offer is free to the learner.

### **One-Off information sessions**

These sessions run on a regular basis, on various topics including those below, if dates are not shown in this particular leaflet, please ask centres for information on the next available course. Courses include sleep, toilet training, managing difficult behaviour, healthy eating, sibling relationships, effective discipline and parenting styles.

## Support for Young People

District Early Help teams provide a range of targeted support for young people, usually accessed through the Early Help Assessment process. To find out more about support available locally please contact the Early Help Team on **01354 750401 for Wisbech or 01354 750359 for March, Chatteris and Whittlesey.**

Cambridgeshire residents can also access a wide range of online information and support via the following websites:

**Youthoria:** A website for 11-19 year olds providing advice around life, work and learning. The 'Ask Ali' function allows young people to anonymously seek help and advice via the website and receive a personal response from our teams. [www.youthoria.org](http://www.youthoria.org)

**Keep Your Head:** A new young people's mental health website for young people and their parents/carers living in Peterborough and Cambridgeshire. The site is universally accessible and is a central point for finding good quality local and national information on keeping well, self-help, and support services covering a range of issues. [www.keep-your-head.com](http://www.keep-your-head.com)

**CHUMS:** Offering children and young people a range of short term, evidence based interventions, including one to one, group work, recreational therapies, as well as offering a robust training package to schools. Self-referrals and referrals from professionals are accepted. The age range is 5 to 18 years in Peterborough and 5 to 25 years in Cambridgeshire (except bereavement support which covers 5 to 19 years). [www.chums.uk.com](http://www.chums.uk.com)

## Charging for Groups

Some groups have a charge to attend, you will need to purchase Child and Family Centre vouchers [£]. If having to pay for a group would stop you attending please talk to us. Families on low income may be eligible for free vouchers.

## Are you concerned about the safety of a child?

If a child is at risk of harm, or you are concerned about the safety of a child, please call the Contact Centre on 0345 045 5203 between 8am and 6pm, Monday to Friday. If it is outside office hours or at the weekend, call the First Response and Emergency Duty Team on 01733 234724, or the police on 999.

## Volunteering Opportunities

We are recruiting volunteers; so if you are interested in working with children, could support groups, or offer admin support, please call the Wisbech District Team on 01354 750401 or the March, Chatteris and Whittlesey Team on 01354 750359.

## Huntingdonshire



# Huntingdonshire What's On

## Huntingdon and St Ives and surrounding area

 = Sessions run by Health     = Bookable courses for parents

| Monday   |   |   |         |                               |
|--|---|---|---------|-------------------------------|
| <b>Wyton Weekly Fun</b><br>10am to 11am                          | Weekly term time  | Alternating weekly between Library Fun and Stay & Play. Come and use our Children's Library and toys, and join in with the arts and crafts fun! For families and carers with children aged 0-5 years. |         | Wyton on the Hill             |
| <b>Multiple Birth Group</b><br>10am to 11.30am                   | Weekly term time  | Parent led group for mums, dads and carers with twins, triplets or quadruplets.   |         | Brampton Village Primary      |
| <b>Bumps and Babies</b><br>Times to be confirmed                 | Fortnightly<br>Starts 23 <sup>rd</sup><br>April   | For parents-to-be, and mums and dads with babies up to one year.  |         | Brampton Village Primary      |
| <b>Health Visitor Clinic</b><br>1.30pm to 2.30pm                 | Monthly term time   | Run by the Health Visiting Team, please call them direct to check for changes and cancellations on 01480 418656   |         | Brampton Village Primary      |
| <b>Dreamers Café</b><br>10am to 12.30pm                          | Weekly  | Run by Voiceability for young adults with SEN   |         | Huntingdon Youth Centre       |
| <b>Incredible Years Parenting Course</b><br>9am to 12.30pm       | Weekly  | Run by CAMH/CPFT. 14 weeks starting 19/2/18 Referral only via CAMH  | [C]     | Huntingdon Youth Centre       |
| <b>Stepping Stones Parenting Course</b><br>Times to be confirmed | Weekly  | Starts 14 <sup>th</sup> May 2018<br>Booking Essential   | [C]     | St Ives Child and Family Zone |
| <b>PEEP (up to 6 months)</b><br>2.30pm to 3.45pm                 | Weekly from 16 <sup>th</sup> April Not running on the (7 <sup>th</sup> or 28 <sup>th</sup> May) | For babies aged 0 to 6 months   | [B] [£] | Christian Centre, 51 Nene Rd  |
| <b>PEEP (6 to 12 months)</b><br>12.30pm to 2pm                   | Weekly from 16 <sup>th</sup> April Not  | For babies aged 6 to 12 months  | [B] [£] | Christian Centre, 51 Nene Rd  |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|  |  |   |     |                   |
|--|--|---|-----|-------------------|
|  | running on the (7 <sup>th</sup> or 28 <sup>th</sup> May) |   |     |                   |
| <b>Triple P Evening Parenting Course</b><br>6pm to 8pm | Weekly   | Starts 14 <sup>th</sup> May 2018<br>Booking Essential | [C] | Wyton on the Hill |

| <b>Tuesday</b>   |   |  |     |                                    |
|--|---|--|-----|------------------------------------|
| <b>Childminders drop in</b><br>9.15 to 11.15am                   | Weekly term time                              | For childminders only.   |     | St Ives Child and Family Zone      |
| <b>Post-natal Depression Support Group</b><br>10.30am to 12.30pm | First and Third Tuesday of the month          | For mums who have been diagnosed with post-natal depression  | [R] | St Ives Child and Family Zone      |
| <b>Moorplay</b><br>9am to 11am                                   | Weekly from 17th April (not running 29th May) | For children aged 0 to 5 years   | [£] | Christian Centre, 51 Nene Rd       |
| <b>SEND Parent Support</b><br>10am to 11am                       | Fortnightly                                   | For parents of children with additional needs.   |     | Godmanchester Centre               |
| <b>Social Skills Group</b><br>3.30pm to 5.30pm                   | Weekly Referral Only                          | This group will be aimed at young people who have a diagnosis of Autistic Spectrum Disorders, awaiting one, or there is a very strong suspicion of ASD |     | Huntingdon Youth Centre            |
| <b>English Adult Class</b><br>Contact the centre for details     | Weekly from 17th April (not running 29th May) | A course for improving your reading, speaking, listening and writing skills  | [B] | Huntingdon Child and Family Centre |
| <b>Ante-Natal PEEP</b><br>1pm to 2.45pm                          | Weekly from 17th April (not running 29th May) | Join us for relaxed informal sessions, where you can meet other expectant parents  | [B] | Christian Centre, Nene Road        |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

| <b>Wednesday</b>                             |  |  |         |                                       |
|--|--|--|---------|---------------------------------------|
| <b>Bumps and Babies</b><br>1pm to 2pm        | Fortnightly<br>Starts on<br>25 <sup>th</sup> April           | For parents-to-be,<br>and mums and dads<br>with babies up to one<br>year.  |         | Godmanchester Centre                  |
| <b>Baby Massage</b><br>12pm to 1pm           | 5 week<br>course   | From Birth onwards.<br>Baby massage has<br>many benefits such as<br>bonding, pain relief,<br>relaxation and<br>promoting better<br>sleep patterns. | [£] [C] | Wyton on the Hill                     |
| <b>Maths Adult Class</b><br>1pm to 3pm       | Weekly<br>from 18th<br>April<br>(not<br>running<br>30th May) | A fun course<br>improving every day<br>maths skills  | [B]     | Huntingdon Child and<br>Family Centre |
| <b>Jungle Tots</b><br>9.45am to 10.45am      | Fortnightly<br>term time                                     | Active play session for<br>Families and Carers<br>with children aged 0<br>to 5 years. Children's<br>snack included                                 | [£]     | St Ives Child and Family<br>Zone      |
| <b>Bumps and Babies</b><br>1pm to 2pm        | Fortnightly<br>term time                                     | For parents-to-be,<br>and mums and dads<br>with babies up to one<br>year   |         | St Ives Child and Family<br>Zone      |
| <b>Young Carers</b><br>3.30pm to 5pm         | Fortnightly  |  | [R]     | St Ives Child and Family<br>Zone      |
| <b>Duke Of Edinburgh</b><br>6.30pm to 8.30pm |  | Open to all  |         | St Ives Child and Family<br>Zone      |

| <b>Thursday</b>                                 |                              |  |         |                                       |
|---|------------------------------|--|---------|---------------------------------------|
| <b>Multiple Births</b><br>10am to 12pm          | Weekly                       | Parent led group for mums,<br>dads and carers with twins,<br>triplets or quadruplets |         | St Ives Child and Family<br>Zone      |
| <b>Explorers</b><br>Times to be<br>confirmed    | Fortnightly                  | Fortnightly play session for<br>families with children of 1<br>and 2 years           |         | Godmanchester Centre                  |
| <b>Toddler Yoga</b><br>Times to be<br>confirmed | 5 Week<br>Course             | Toddler yoga sessions for<br>families and carers with<br>children aged 2 ½ to 5      | [C] [£] | Godmanchester Centre                  |
| <b>Young Parent Group</b><br>10.30am to 12pm    | Weekly<br>from 19th<br>April | A friendly group aimed at<br>young parents<br>For children aged 0 to 5               |         | Huntingdon Child and<br>Family Centre |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|   |   |  |         |                                    |
|---|---|--|---------|------------------------------------|
|   | (not running 31st May)  |  |         |                                    |
| <b>Happy Hippos</b><br>10am to 11.30am            | Weekly  | For children aged 0 to 5 with additional needs               | [R]     | Huntingdon Child and Family Centre |
| <b>PEEP (1 to 2 years)</b><br>1pm to 2.30pm       | Weekly from 19th April (not running 31st May)                         | For children aged 1 to 2 years                               | [£]     | Christian Centre, 51 Nene Rd       |
| <b>Being Me</b><br>1pm to 3pm                     | Weekly  | Resilience and Self Esteem Project for females aged 13-17yrs | [R]     | Huntingdon Youth Centre            |
| <b>PEEP (2 to 4 years)</b><br>1pm to 2.45pm       | Weekly from 19 <sup>th</sup> April (not running 31 <sup>st</sup> May) | For children aged 2 to 4 years                               | [B] [£] | Huntingdon Child and Family Centre |
| <b>Here:Now</b><br>2pm to 8pm                     | Weekly  | Mental and Health and Wellbeing drop in for 13 to 19 years   |         | Huntingdon Youth Centre            |
| <b>Parent Support Drop-in</b><br>1.15pm to 2.45pm | Weekly (term time)  | Run by district Family Workers                               |         | Huntingdon Youth Centre            |
| <b>Come for a Cuppa</b><br>9am to 12pm            | Weekly (term time)  | For families to drop-in                                      |         | Medway Centre                      |
| <b>Grub HUB</b><br>3.30pm to 5.15pm               | Weekly (term time)  | Grub HUB, For families to come and have a meal together      |         | Medway Centre                      |

| <b>Friday</b>                          |   |  |     |  |
|--|---|--|-----|--|
| <b>Sensory Play</b><br>10am to 11.30am | Weekly (term time)                            | For families of children with diagnosed and undiagnosed additional needs and families wanting a little more support with their child's development | [B] | Sensory Room, Bridge Church, 2 Burrel Road, St Ives PE27 3LE |
| <b>Moorplay</b><br>9am to 11am         | Weekly from 20th April (not running 1st June) | For children aged 0 to 5   | [£] | Christian Centre, 51 Nene Rd                                 |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|   |                            |   |     |                               |
|---|----------------------------|---|-----|-------------------------------|
| <b>Musical Fun</b><br>10am to 11am                          | 5 Week Course              | Singing and dancing fun for 0-5 years   | [£] | St Ives Child and Family Zone |
| <b>SOC Group (Support, Offload and Chat)</b><br>9am to 11am | Weekly term time           | Run by parents - supporting other parents with children with SEN                                      |     | Huntingdon Youth Centre       |
| <b>Listen Group</b><br>11am to 1pm                          | Last Friday of every month | Run by parent to support other parent with children with depression, drug/alcohol use, self-harm etc. |     | Huntingdon Youth Centre       |
| <b>Triple P Teen Parenting Course</b><br>10am to 12pm       | Weekly                     | Starts 8 <sup>th</sup> June   |     | Huntingdon Youth Centre       |

| Sunday                                     |              |                     |     |                         |
|--|--------------|---------------------|-----|-------------------------|
| <b>Young Carers Group</b><br>9.30am to 1pm | Once a month | Run by Carers Trust | [R] | Huntingdon Youth Centre |

## St Neots and RSY and surrounding area

 = Sessions run by Health     = Bookable courses for parents

| Monday  |         |                     |     |  |
|---|---------|---------------------|-----|--|
| <b>Little Chicks</b><br>9.15am to 11.45am   | Weekly  | Childminders group  |     | Eaton Socon Child and Family Centre                                      |
| <b>Little Miracles</b><br>10am to 11am  | Weekly  | SEND support group  |     | Eaton Socon Child and Family Centre                                      |
| <b>Speech and Language</b><br>1pm to 2.30pm   | Monthly | Speech and language |     | Eaton Socon Child and Family Centre                                      |
| <b>Introducing Solids</b><br>Eaton Socon 1pm to 2.30pm<br>Eynesbury 10am to 11.30am | Monthly | Health led          |     | Eaton Socon Child and Family Centre<br>Eynesbury Child and Family Centre |
| <b>Physical Fun</b><br>10am to 11.30am  | Weekly  | Physical group      | [£] | Bargroves Centre   |
| <b>Happy Hands</b><br>10am to 11.30am   | Weekly  | Stay and play       | [£] | Little Paxton Village Hall   |
| <b>Child Physio</b><br>9am to 12noon  | Weekly  | NHS run             |     | Eynesbury Child and Family Centre  |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|   |                          |  |         |                                   |
|---|--------------------------|--|---------|-----------------------------------|
| <b>Mealtime Madness</b><br>3.30pm to 5.30pm     | Monthly                  | New ideas for cooking with your family |         | Eynesbury Child and Family Centre |
| <b>Little Dolphins</b><br>10am to 11.30am       | Fortnightly              | SEND run support group                 |         | Farcet Child and Family Building  |
| <b>Penguins</b><br>12pm to 2pm                  | Fortnightly              | SEND run support group                 |         | Farcet Child and Family Building  |
| <b>Childminder Group</b><br>9.30am to 11.30am   | Fortnightly<br>Term time | Childminder led                        |         | Farcet Child and Family Building  |
| <b>Child Health Clinic</b><br>9.30am to 11am    | Fortnightly              | NHS led Weigh In clinic                |         | Sawtry Child and Family Zone      |
| <b>Family Worker Drop-in</b><br>10am to 11.30am | Fortnightly              | For advice and support                 |         | Sawtry Child and Family Zone      |
| <b>Stepping Stones</b><br>Times to be confirmed | Six week course          | Parenting Programme                    | [C]     | Sawtry Child and Family Zone      |
| <b>Baby Massage</b><br>Times to be confirmed    | Five week course         | For pre-mobile babies                  | [£] [C] | Sawtry Child and Family Zone      |
| <b>Baby Yoga</b><br>Times to be confirmed       | Five week course         | For babies of 16-32 weeks              | [£] [C] | Sawtry Child and Family Zone      |
| <b>Introducing Solids</b><br>1.30pm to 2.30pm   | Quarterly                | NHS led                                |         | Sawtry Child and Family Zone      |

| <b>Tuesday</b>   |  |                               |     |  |
|--|--|-------------------------------|-----|--|
| <b>Puffins</b><br>9.30am to 11.30am  | Weekly   | CC and SEND led               |     | Eaton Socon Child and Family Centre  |
| <b>Breastfeeding Drop In</b><br>11.30am to 1pm                               | Weekly   | NHS led                       |     | Eaton Socon Child and Family Centre  |
| <b>Stay and Play</b><br>10am to 11.30am                                      | Weekly   | For children aged 0-5 years   | [£] | Eynesbury Child and Family Centre  |
| <b>Housing Drop-in</b><br>10.30am to 11.30am                                 | Monthly  | Luminus led                   |     | Eynesbury Child and Family Centre  |
| <b>Young Parent Drop-in</b><br>2pm to 3pm                                    | Weekly   | For parents aged 25 and under |     | Eynesbury Child and Family Centre  |
| <b>Little Miracles</b><br>Ramsey 9.30am to 12noon<br>Sawtry 1.45pm to 2.45pm | Weekly<br>Term time only   | SEND support group/volunteers |     | Ramsey Child and Family Zone<br><br>Sawtry Child and Family Zone                               |
| <b>Stay Play and Learn</b><br>10am to 11.30am                                | <u>Monthly</u><br>Ramsey<br><br><u>Fortnightly</u><br>Yaxley and Somersham | Stay and play                 | [£] | Ramsey Community Centre<br><br>Queen's Park, Yaxley<br><br>Somersham Child and Family Building |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|   |                                 |                                  |  |                                     |
|---|---------------------------------|----------------------------------|--|-------------------------------------|
| <b>Bumps and Babies</b><br>Ramsey 1pm to 2.15pm | <u>Monthly</u><br>Ramsey        | For babies from birth to walking |  | Ramsey Child and Family Zone        |
| Somersham 1.30pm to 3pm                         | <u>Fortnightly</u><br>Somersham |                                  |  | Somersham Child and Family Building |
| <b>Childminder Group</b><br>9.30am to 11.30am   | Weekly<br>term time only        | Childminder led                  |  | Sawtry Child and Family Zone        |

| <b>Wednesday</b>   |                  |  |         |                                     |
|--|------------------|--|---------|-------------------------------------|
| <b>Shake and Wiggle</b><br>10am to 11am                  | Weekly           | For walkers to age 5                     | [£]     | Eaton Socon Child and Family Centre |
| <b>Baby Massage</b><br>Times to be confirmed             | Four week course | For pre-mobile babies                    | [£] [C] | Eaton Socon Child and Family Centre |
| <b>Talking Therapy</b><br>12.30pm to 4.30pm              | Weekly           | Led by qualified therapist               | [B]     | Eaton Socon Child and Family Centre |
| <b>Parent Craft</b><br>2pm to 4pm                        | Weekly           | Run by the Midwives                      | [B]     | Eaton Socon Child and Family Centre |
| <b>Little Dinos</b><br>1pm to 2.30pm                     | Monthly          | Volunteer led group for adopted children |         | Eaton Socon Child and Family Centre |
| <b>Clothes Swap</b><br>9.30am to 11am                    | Monthly          | Clothing suitable for children aged 0-5  |         | Eynesbury Child and Family Centre   |
| <b>Creative Babies</b><br>1pm to 2.30pm                  | Weekly           | For babies aged 0-18 months              | [£]     | Eynesbury Child and Family Centre   |
| <b>Young Parent Group</b><br>10am to 12pm                | Weekly           | For parents aged 25 and under            |         | Faracet Child and Family Building   |
| <b>Loves Farm Starlings</b><br>1.30pm to 3pm             | Weekly           | For children aged 0-5                    | [£]     | Love's Farm House,, St Neots        |
| <b>Weigh in at Loves Farm Starlings</b><br>1.30pm to 3pm | Fortnightly      | Health Visitor led                       |         | Love's Farm House, St Neots         |
| <b>Stay, Play and Learn</b><br>10am to 11.30am           | Weekly           | For children aged 0-5                    | [£]     | Sawtry Child and Family Zone        |
| <b>Messy Play</b><br>10am to 11.30am                     | Fortnightly      | For children aged 0-5                    | [£]     | Sawtry Child and Family Zone        |
| <b>Bumps and Babies</b><br>1pm to 2.15pm                 | Weekly           | For babies from birth to walking         |         | Sawtry Child and Family Zone        |
| <b>Little Miracles</b><br>10am to 12pm                   | Weekly           | SEND support group/volunteers            |         | Somersham Child and Family Building |
| <b>Child Health Clinic</b><br>10am to 11.30am            | Monthly          | Health Visitor led                       |         | Warboys Resource Centre             |
| <b>Introducing Solids</b><br>1.30pm to 2.30pm            | Quarterly        | NHS led                                  |         | Faracet Child and Family Building   |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

| <b>Thursday</b>  |   |   |     |  |
|--|---|---|-----|--|
| <b>Baby Clinic</b><br>9.30am to 11.45am                      | 2 <sup>nd</sup> and 4 <sup>th</sup><br>Thursday of<br>the month | Health Visitor led  |     | Eaton Socon Child and Family<br>Centre |
| <b>BRAS (breastfeeding<br/>support)</b><br>9.30am to 11.00am | Fortnightly   | Volunteer led   |     | Eaton Socon Child and Family<br>Centre |
| <b>Bumps and Babes</b><br>10am to 12pm                       | Weekly  | Volunteer led   |     | Eaton Socon Child and Family<br>Centre |
| <b>Moo Music</b><br>2pm to 3pm                               | Weekly  | External provider   | [£] | Eaton Socon Child and Family<br>Centre |
| <b>Around the World</b><br>10am to 11.30am                   | Weekly  | Activities<br>focused on<br>countries around<br>the world | [£] | Eynesbury Child and Family<br>Centre   |
| <b>Five to Thrive</b><br>10am to 11am                        | 5 week<br>course  | Supporting your<br>babies early<br>development            | [C] | Ramsey Child and Family Zone           |
| <b>Breastfeeding Drop-in</b><br>10am to 11.30am              | Weekly  | Health Visitor led  |     | Warboys Resource Centre                |
| <b>Little Explorers</b><br>2pm to 3pm                        | Monthly   | For children aged<br>0-5                                  | [£] | Farcet Child and Family Building       |
| <b>Little Explorers</b><br>1.45pm to 2.45pm                  | Monthly   | For children aged<br>0-5                                  | [£] | Sawtry Child and Family Zone           |
| <b>Little Explorers</b><br>1.45pm to 2.45pm                  | Monthly   | For children aged<br>0-5                                  | [£] | Somersham Child and Family<br>Building |
| <b>Child Health Clinic</b><br>10am to 11.30am                | Weekly  | Health led  |     | Somersham Child and Family<br>Building |
| <b>Storytime</b><br>10.30am to 11am                          | Weekly  | Led by the<br>Library Staff                               | [£] | Somersham Library                      |

| <b>Friday</b>                                     |             |                          |     |  |
|---|-------------|--------------------------|-----|--|
| <b>Mucky Pups</b><br>10am to 11.30am              | Weekly      | CC led                   | [£] | Eaton Socon Child and Family<br>Centre |
| <b>Child Physio</b><br>9am to 12pm                | Weekly      | Health led               |     | Eynesbury Child and Family<br>Centre   |
| <b>Breastfeeding Mummies</b><br>9.45am to 11.15am | Fortnightly | Parent led               |     | Bargroves Centre, St Neots             |
| <b>Play-A-Weigh</b><br>9.30am to 11am             | Fortnightly | Health Visitor           |     | Little Paxton Village Hall             |
| <b>Child Health Clinic</b><br>9.30am to 11am      | Weekly      | Health Visitor led       |     | Ramsey Child and Family Zone           |
| <b>Soft Play Session</b><br>Times to be confirmed | Monthly     | For children aged<br>0-5 | [£] | Ramsey Community Centre                |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|   |   |                    |     |                              |
|---|---|--------------------|-----|------------------------------|
| <b>Baby Clinic</b><br>10am to 11am                        | 2 <sup>nd</sup> and 4 <sup>th</sup><br>Friday of<br>the month | Health Visitor led | [R] | Godmanchester Centre         |
| <b>Rhymetime</b><br>10.30am to 11am<br>11.15am to 11.45am | Weekly  | Library Staff      | [£] | Ramsey Child and Family Zone |

| <b>Saturday</b>  |         |                                  |     |                         |
|--|---------|----------------------------------|-----|-------------------------|
| <b>Toddler Time</b><br>10am to 12pm                          | Monthly | Ramsey Millions                  | [£] | Ramsey Community Centre |
| <b>Little Miracles Family Fun Session</b><br>10.30am to 12pm | Weekly  | SEND support<br>group/volunteers |     | Ramsey District Office  |

| <b>Coming Soon</b>   |  |  |  |  |
|--|--|--|--|--|
| <b>Sing and Sign</b> in the St Neots area                                |  |  |  |  |
| <b>First Aid courses for parents</b> in locations across Huntingdonshire |  |  |  |  |
| <b>Healthy Relationships course</b> run in the Huntingdon area           |  |  |  |  |
| <b>Terrific Twos-</b> in the St Neots area                               |  |  |  |  |

| <b>Contact Us</b>  |  |  |  |  |
|--|--|--|--|--|
| <b><u>Eaton Socon Child and Family Centre</u></b><br>01480 358340  |  |  |  |  |
| <b><u>Eynesbury Child and Family Centre</u></b><br>01480 358350  |  |  |  |  |
| <b><u>Huntingdon Town Child and Family Centre</u></b><br>01480 375216  |  |  |  |  |
| <b><u>Central Hunts District Team</u></b><br>Phone number – 01480 372700<br>Email address – <a href="mailto:Districtearlyhelpteam.huntingdon@cambridgeshire.gov.uk">Districtearlyhelpteam.huntingdon@cambridgeshire.gov.uk</a>             |  |  |  |  |
| <b><u>North Hunts and St Neots District Team</u></b><br>Phone number – 01480 379700/379830<br>Email address – <a href="mailto:Districtearlyhelpteam.stneots@cambridgeshire.gov.uk">Districtearlyhelpteam.stneots@cambridgeshire.gov.uk</a> |  |  |  |  |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

## Addresses

**Bargroves Centre**, Cromwell Rd, St Neots PE19 2EY

**Brampton Village Primary**, The Green, Brampton, Huntingdon PE28 4RF

**Christian Centre**, 51 Nene Rd, Huntingdon PE29 1RE

**Eaton Socon Child and Family Centre**, Bushmead Road, Eaton Socon, PE19 8BT

**Eynesbury Child and Family Centre**, Winhills Primary Academy Off Duck Lane, Eynesbury, PE19 2DX

**Farcet Child and Family**, Building 36 St Marys St, Farcet, PE7 3AR

**Godmanchester Centre**, Park Lane, Godmanchester PE29 2AG

**Huntingdon Child and Family Centre**, Ambury Road, Huntingdon PE29 1AD

**Huntingdon Youth Centre**, Sallowbush Rd, Huntingdon, PE29 7AF

**Little Paxton Village Hall**, High Street, Little Paxton, PE19 6EY

**Love's Farm House**, 17 Kester Way, St Neots, PE19 6SL

**Medway Centre**, Medway Road, Huntingdon PE29 1SF

**Oak Tree Centre**, 1 Oak Drive, Huntingdon PE29 7HN

**Queen's Park**, Daimler Avenue Yaxley PE7 3AU

**Ramsey Child and Family Zone**, 25 Great Whyte, Ramsey, PE26 1HG

**Ramsey Community Centre**, Stocking Fen Road, PE26 1SA

**Ramsey District Office**, Abbey Road off Hollow Lane, Ramsey PE26 1DG

**Sawtry Child and Family Zone**, Middlefield Road, Sawtry, PE28 5SH

**Sensory Room**, Bridge Church, 2 Burrel Road, St Ives PE27 3LE

**Somersham Library**, Church Street, Somersham, Huntingdon PE28 3EG

**St Ives Child and Family Zone**, Broad Leas Centre, St Ives, PE27 5QB

**Warboys Resource Centre**, Popes Lane, Warboys, Huntingdon, PE28 2RN

**Wyton on the Hill**, Wyton, Huntingdon, PE28 2ED

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

# Description of Activities

## Stay and Play Groups

These groups will have a variety of different themes from week to week, and help your child to learn through play. They are a fun way for you to learn about your child's development, enjoy time together and meet other parents. Some will provide a chance for you and your child to take part in physical exercise, learning balance, co-ordination and mobility. Others will be focussed on creativity or imaginative play. Each activity will indicate what age range it is targeted at.

You can also talk to us if you are worried about your child's development. The activities are based on the Early Years Foundation Stage (EYFS).

## Health

### Midwife Clinics

Clinics run by midwives, offering pre-booked one to one appointments, antenatal appointments and discharge appointments.

### Child Health Clinics

Well baby weighing clinics run by Health Visitors. Sometimes referred to as Well Baby clinics.

### Breastfeeding Support

These drop-in support sessions may be professional led, or volunteer led. They offer practical support with any concerns or questions you have around breastfeeding, and the chance to meet other mums.

Parents can also access the Start 4 Life website which has free hints, tips and videos on giving your baby the best start in life. There is also a chatbot which parents can use to get support on breastfeeding 24/7 <https://www.nhs.uk/start4life/>

There will also be a range of other health provision in our child and family centres such as speech and language support, and sessions on one off topics including weaning and introducing solids.

## Additional Needs or Special Educational Needs or Disabilities (SEND) Support

Each centre will run a variety of these sessions and the names of the session will vary. Some will be parent-led others run by or supported by professionals from Health or Child and Family Centres.

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

## Support for Parents

### **PEEP (Peers Early Education Partnership) group sessions**

The PEEP programme focuses on how to make the most of the learning opportunities in everyday life at home – listening, talking, playing, singing and sharing books every day. PEEP supports parents and carers in their role as the first educators of their children.

### **Young Parent Groups**

We provide opportunities for young parents to meet and network with other young parents, whilst enjoying a stay and play session for their children. We provide fun activities including messy play, music sessions and snack time for parents aged 25 years and under.

### **New Beginnings Groups**

Weekly sessions that offer a chance to meet other parents and carers. Each session has a different theme including Home Safety & Play and Communication.

### **Family Worker Drop-ins**

An opportunity for families to ask for information, advice and support on any issue affecting their family life. These will take place in a range of venues, including Centres, zones, Community buildings and schools.

## Courses and Learning

The following parenting programmes run on a regular basis, if dates are not shown in this particular leaflet, please ask centres for information on the next available course.

### **Raising Children**

For mums and dads of children aged up to 12 years. 10 weeks of two-hour sessions. The course is suitable for all parents: from those who just want to learn more about their child's development, to the parent who needs a bit more support in understanding their child's behaviour. The course covers emotional and social development, attachments, coping with stress, social learning theory, cognitive theory, behavioural development, identity, self-esteem, and speech and language.

### **Incredible Years**

For mums and dads of children aged up to six. 12 to 14 weeks of two-hour sessions. The course aims to increase positive and nurturing parenting and improved parent-child relationships. It will provide you with the tools you need to help your child develop emotionally and support you with your effective discipline strategies.

### **Stepping Stones**

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

A nine week course that will help parents and carers to use positive parenting skills to improve behaviour, support your child's development and help them feel good about themselves, and implement parenting routines and cope with stress.

### **Raising Teens**

For parents of children aged ten and over. Ten weeks of two hour sessions. Raising Teens is a course aimed at parents of teenagers. It will help you to understand why your teen behaves as they do and how you can deal with their emotions and yours. It will also give you effective strategies which work with teenagers including emotional and social development, behavioural development, identity and social development, self-care skills and independence, problem solving, and anger management.

### **Triple P Parenting Programmes; including Teen Triple P for parents with teenagers**

A parenting and family support system designed to prevent – as well as treat – behavioural and emotional problems in children and teenagers. It aims to prevent problems in the family, school and community before they arise and to create family environments that encourage children to realise their potential.

### **Adult Learning**

We provide access to adult learning opportunities and employment support including enabling access to information about employment, education and training and links with Job Centre Plus and local training providers.

We arrange courses for parents in schools and Child and Family Centres which support families with school readiness and to understand the primary curriculum so that they can help their children with homework.

Our learning centres are situated in libraries in Wisbech, March, Central Cambridge, Huntingdon and Ely. Learners can drop in and start learning straight away. We offer qualifications in English, Maths, IT and Employability. We organise job clubs to support searching for work. Almost all the support we offer is free to the learner.

### **One-Off information sessions**

These sessions run on a regular basis, on various topics including those below, if dates are not shown in this particular leaflet, please ask centres for information on the next available course. Courses include sleep, toilet training, managing difficult behaviour, healthy eating, sibling relationships, effective discipline and parenting styles.

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

## Support for Young People

District Early Help teams provide a range of targeted support for young people, usually accessed through the Early Help Assessment process. To find out more about support available locally please contact the Early Help Team on 01480 372700 or 01480 379700.

Cambridgeshire residents can also access a wide range of online information and support via the following websites:

**Youthoria:** A website for 11-19 year olds providing advice around life, work and learning. The 'Ask Ali' function allows young people to anonymously seek help and advice via the website and receive a personal response from our teams. [www.youthoria.org](http://www.youthoria.org)

**Keep Your Head:** A new young people's mental health website for young people and their parents/carers living in Peterborough and Cambridgeshire. The site is universally accessible and is a central point for finding good quality local and national information on keeping well, self-help, and support services covering a range of issues. [www.keep-your-head.com](http://www.keep-your-head.com)

**CHUMS:** Offering children and young people a range of short term, evidence based interventions, including one to one, group work, recreational therapies, as well as offering a robust training package to schools. Self-referrals and referrals from professionals are accepted. The age range is 5 to 18 years in Peterborough and 5 to 25 years in Cambridgeshire (except bereavement support which covers 5 to 19 years). [www.chums.uk.com](http://www.chums.uk.com)

### Charging for Groups

Some groups have a charge to attend, you will need to purchase Child and Family Centre vouchers [£]. If having to pay for a group would stop you attending please talk to us. Families on low income may be eligible for free vouchers.

### Are you concerned about the safety of a child?

If a child is at risk of harm, or you are concerned about the safety of a child, please call the Contact Centre on 0345 045 5203 between 8am and 6pm, Monday to Friday. If it is outside office hours or at the weekend, call the First Response and Emergency Duty Team on 01733 234724, or the police on 999.

### Volunteering Opportunities

We are recruiting volunteers; so if you are interested in working with children, could support groups, or offer admin support, please call the Huntingdonshire District team on 01480 372700 or 01480 379700.

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**



# WHAT'S ON

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South  
Cambridgeshire



April to July  
2018

# South Cambridgeshire What's On

## Cambourne and Melbourn and surrounding area

 = Sessions run by Health  = Bookable courses for parents

| Monday  |        |   |     |  |
|---|--------|---|-----|--|
| <b>Let's Get Physical</b><br>10.00am to 11.00am | Weekly | Encouraging children and parents to be active together with music, songs, parachute play, ball games and other lively activities.   | [£] | Main Hall in Cambourne Old Blue School |
| <b>Midwives Clinic</b><br>1.00pm to 4.00pm      | Weekly | Hinchingbrooke Midwives by appointment  |     | Cambourne Child and Family Centre      |
| <b>Baby Group</b><br>1.30pm to 3.00pm           | Weekly | A welcoming environment to help parents relax and enjoy their baby (newborn until baby is mobile). This is also a chance to meet new friends and access support from Centre staff |     | Cambourne Child and Family Centre      |
| <b>Midwife Clinic</b><br>9.20am to 4.00pm       | Weekly | Rose team, from Rosie Maternity Hospital ,<br>Booked clinic appointments ante-natal & Post-natal and discharge  | [B] | Bassingbourn Centre                    |
| <b>Baby Group</b><br>10.00am to 11.30am         | Weekly | A welcoming environment to help parents relax and enjoy their baby (newborn until baby is mobile). This is also a chance to meet new friends and access support from Centre staff |     | Bassingbourn Centre                    |

| Tuesday  |         |   |     |                           |
|--|---------|---|-----|---------------------------|
| <b>Incredible years (for families with children with ADHD)</b><br>10.00am to 12.00pm | Weekly  | Delivered in partnership with health colleagues from CPFT   | [B] | Cambourne Old Blue School |
| <b>Confidence and Self esteem course</b><br>10am to 12pm                             | Weekly  | Delivered in partnership with illuminate  | [B] | Cambourne Old Blue School |
| <b>Stay and Play</b><br>10am to 11.30am  | Weekly  | Enjoy time together with your child whilst accessing a range of toys, crafts and activities. This is also a chance for you to meet new friends and access support from Centre staff | [£] | Caldecote School          |
| <b>Child Health Clinic</b><br>9.30am to 10.30am                                      | Monthly | Drop in session, run by Health Visitors, for baby weighing, measuring and advice on health issues or concerns   |     | Bassingbourn Centre       |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|  |            |   |     |                                   |
|--|------------|---|-----|-----------------------------------|
| <b>Keep up with the Children (English)</b><br>10.00am to 12.00pm | May 2018   | Run by Comberton adult education.<br>Contact 01954 284672 for further information | [C] | Cambourne Child and Family Centre |
| <b>Raising Teens</b><br>6.30pm to 8.30pm                         | April 2018 | Contact 01954 286012 to book a place  | [C] | Cambourne Village College         |

| <b>Wednesday</b>                                |   |   |     |                                   |
|---|---|---|-----|-----------------------------------|
| <b>Stay and Play</b><br>10am to 11.30am         | Weekly  | Enjoy time together with your child whilst accessing a range of toys, crafts and activities. This is also a chance for you to meet new friends and access support from Centre staff | [£] | Cambourne Old Blue School         |
| <b>Multiple Births Group</b><br>10am to 11.30am | 1 <sup>st</sup> and 3 <sup>rd</sup> Wednes day of month | Meet local Parents who have twins/triplets. This is also an opportunity to play with your Children in a safe, friendly environment.   |     | Cambourne Child and Family Centre |
| <b>New Beginnings</b><br>1.30pm to 3.00pm       | Every other month for 2 weeks                           | Two week course for new parents   |     | Cambourne Child and Family Centre |
| <b>Baby Massage</b><br>1.30pm to 3.00pm         | 5 week course following on from above                   | This is a five week course promoting bonding, stimulation and relaxation. For babies aged 6 weeks to 5 months   | [£] | Cambourne Child and Family Centre |
| <b>Midwives Clinic</b><br>9.30am to 12pm        | Weekly  | Hinchingbrooke Midwives by appointment  |     | Cambourne Child and Family Centre |
| <b>Stay and Play</b><br>10am to 11.30am         | Weekly  | Enjoy time together with your child whilst accessing a range of toys, crafts and activities. This is also a chance for you to meet new friends and access support from Centre staff | [£] | Bassingbourn Centre               |
| <b>Midwives Clinic</b><br>9.30am to 1.00pm      | Weekly  | Rose team, from Rosie Maternity Hospital ,<br>Booked clinic appointments ante-natal & Post-natal and discharge  |     | Melbourn Child and Family Zone    |
| <b>Raising Children</b><br>9.30am to 11.30am    | <b>Start date TBC</b>                                   |   | [C] | Cambourne Village College         |
| <b>Child Health Clinic</b><br>9.30am to 11am    | Weekly  | Drop in session, run by Health Visitors, for baby weighing, measuring and advice on health issues or concerns   |     | Melbourn Health Clinic            |

| <b>Thursday</b>  |  |   |            |   |
|--|--|---|------------|---|
| <b>International Group</b><br>10am to 11.30am              | Weekly   | An opportunity to meet other families from different backgrounds and cultures   |            | Cambourne Old Blue School   |
| <b>Baby Clinic</b><br>10am to 11.30am                      | Weekly   | Drop in session, run by Health Visitors, for baby weighing, measuring and advice on health issues or concerns   |            | Cambourne Library   |
| <b>Toy Library and Play Along Session</b><br>1pm to 2.30pm | Weekly   | Choose from a range of toys to extend your child's learning and help them have fun. This is a new group run by volunteers with a chance to borrow toys for children 0-5 years and children can play alongside | [£]        | Main Hall in Cambourne Old Blue School  |
| <b>Clothes Swap</b><br>1pm to 2.30pm                       | 1 <sup>st</sup> and 3 <sup>rd</sup> Thursdays of Month | Bring clean good condition 0-8 years clothing that you would like to swap. You will be awarded points for each item, which can then be exchanged for clothes at the swap sessions                             |            | Cambourne Old Blue School   |
| <b>Incredible Years</b><br>12.45pm to 2.45pm with crèche   | 14 week programme                                      | Contact 01954 284672 for further information  | [C]        | Bassingbourn Centre   |
| <b>Midwives Clinic</b><br>10.00am to 11.30am               | Weekly   | Rose team, from Rosie Maternity Hospital , Booked clinic appointments ante-natal & Post-natal and discharge   | [R]        | Cambourne Child and Family Centre   |
| <b>Stay and Play</b><br>10am to 11.30am                    | Weekly   | Enjoy time together with your child whilst accessing a range of toys, crafts and activities. This is also a chance for you to meet new friends and access support from Centre staff                           | [£]        | Melbourn Child and Family Zone  |
| <b>Baby Massage</b><br>Contact us for more details         | 5 week course  | This is a five week course promoting bonding, stimulation and relaxation. For babies aged 6 weeks to 5 months   | [£]<br>[C] | Melbourn Child and Family Zone<br>SG8 6DB<br>Or<br>Bassingbourn Centre<br>SG8 5NP |
| <b>New Beginnings</b><br>Contact us for more details       | Every other month                                      | Two week course for new parents   | [C]        | Melbourn Child and Family Zone<br>SG8 6DB<br>Or<br>Bassingbourn Centre<br>SG8 5NP |

| <b>Friday</b>  |        |  |     |                                   |
|--|--------|--|-----|-----------------------------------|
| <b>Cambourne Breastfeeding Support</b><br>10.00am to 11.30am | Weekly | Drop in to our breastfeeding Support; you'll find a relaxed and friendly environment that gives an opportunity to meet other breastfeeding mums and share your experiences |     | Cambourne Child and Family Centre |
| <b>Busy Bees Additional Needs group</b><br>1.00pm to 2.00pm  | Weekly | For Children with additional needs referral from Early support   | [R] | Cambourne Old Blue School         |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|  |                               |   |     |                                   |
|--|-------------------------------|---|-----|-----------------------------------|
| <b>Parent Craft</b><br>2.30pm to 4.30pm                            | Every other month for 2 weeks | Preparation for birth<br>For expectant parents  |     | Cambourne Child and Family Centre |
| <b>Stay and Play</b><br>10.00am to 2.00pm                          | Weekly                        | Enjoy time together with your child whilst accessing a range of toys, crafts and activities. This is also a chance for you to meet new friends and access support from Centre staff | [£] | Gamlingay Eco Hub                 |
| <b>Multiple Births Group (parent-run group)</b><br>10am to 11.30am | Weekly                        | For families with twins and more  | [£] | Bassingbourn Centre               |
| <b>Midwives Clinic</b><br>9.30am to 12pm                           | Weekly                        | Rose team, from Rosie Maternity Hospital ,<br>Booked clinic appointments ante-natal & Post-natal and discharge  |     | Melbourn Child and Family Zone    |

| <b>Saturday</b>                                    |         |   |     |                                   |
|--|---------|---|-----|-----------------------------------|
| <b>Dads Play</b><br>10am to 11.30am                | Monthly | For dads and Children up to 5 years old             | [£] | Cambourne Child and Family Centre |
| <b>Downs Syndrome Support Group</b><br>9am to 12pm | Monthly | For families with children 0-16 with Downs Syndrome |     | Caldecote School                  |

## Sawston and Linton and surrounding areas

 = Sessions run by Health     = Bookable courses for parents

| <b>Monday</b>                                      |        |   |     |                               |
|--|--------|---|-----|-------------------------------|
| <b>Midwife Clinic</b><br>9am to 11am               | Weekly | By appointment only                             | [B] | Linton Cathodeon Centre       |
| <b>Stay and Play</b><br>10.00am to 11.30am         | Weekly | Ages 0 to 5                                     | [£] | Sawston Child and Family Zone |
| <b>Additional Needs Group</b><br>12.30pm to 2.30pm | Weekly | For parents with children with additional needs | [R] | Sawston Child and Family Zone |

| <b>Tuesday</b>                                      |         |                     |     |                               |
|---|---------|---------------------|-----|-------------------------------|
| <b>Midwife Clinic</b><br>9am to 12pm                | Weekly  | By appointment only | [B] | Sawston Child and Family Zone |
| <b>Baby Group</b><br>10am to 11.30am                | Weekly  | For under 1s        | [£] | Linton Cathodeon Centre       |
| <b>Well Baby Clinic</b><br>11am to 12pm             | Weekly  | Drop-in             |     | Sawston Health Centre         |
| <b>Speech and Language Drop-In</b><br>1pm to 2.30pm | Monthly | Drop-in             |     | Sawston Health Centre         |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

|   |                          |   |                   |                         |
|---|--------------------------|---|-------------------|-------------------------|
| <b>Baby Massage</b><br>1.15pm to 2.30pm | 5 week course, dates TBC | For non-mobile babies from 6 weeks        | [B]<br>[£]<br>[C] | Linton Cathodeon Centre |
| <b>Storytime</b><br>2pm to 2.30pm       | Weekly                   | Ages 0 to 5<br>Delivered by Library Staff |                   | Sawston Library         |

### Wednesday

|   |                            |                                       |                   |  |
|---|----------------------------|---------------------------------------|-------------------|--|
| <b>PEEP</b><br>10am to 11.30am                      | Starts 4 April for 8 weeks |                                       | [B]<br>[C]        | Sawston Child and Family Centre Zone                         |
| <b>Storytime</b><br>10am to 10.30am                 | Weekly                     | Delivered by Library staff            |                   | Sawston Library  |
| <b>Baby Massage</b><br>1.15pm to 2.30pm             | Weekly                     | For non-mobile babies from 6 weeks    | [C]<br>[B]<br>[£] | Sawston Child and Family Zone                                |
| <b>Introducing Solids Workshop</b><br>1pm to 2.30pm | Monthly                    | Alternates between Linton and Sawston |                   | Linton Cathodeon Centre<br><br>Sawston Child and Family Zone |

### Thursday

|  |        |  |     |                               |
|--|--------|--|-----|-------------------------------|
| <b>Under 25's Group</b><br>10am to 11.30am | Weekly | For parents aged 25 and under and their children ages 0 to 5 |     | Linton Cathodeon Centre       |
| <b>New Beginnings</b><br>10am to 11.30am   | Weekly | For under 1s   | [£] | Sawston Child and Family Zone |
| <b>Messy Play</b><br>1pm to 2.30pm         | Weekly | Ages 0 to 5  | [£] | Sawston Child and Family Zone |

### Friday

|   |                             |                                      |            |                         |
|---|-----------------------------|--------------------------------------|------------|-------------------------|
| <b>Stay and Play</b><br>10.00am to 11.30am    | Weekly                      | Ages 0 to 5                          | [£]        | Linton Cathodeon Centre |
| <b>Fulbourn Friends</b><br>10.15am to 11.45am | Weekly                      | Ages 0 to 24 months                  | [£]        | Fulbourn Centre         |
| <b>Postnatal Group</b><br>1.15pm to 2.45pm    | Starts 13 April for 4 weeks | For parents of babies aged 0-6months | [B]<br>[C] | Linton Cathodeon Centre |
| <b>Baby Clinic</b><br>2.00pm to 3.00pm        | Weekly                      | Drop-in                              |            | Linton Health Centre    |

### Saturday

|  |                    |  |            |                         |
|--|--------------------|--|------------|-------------------------|
| <b>Dad's Play</b><br>10.00am to 12noon | 7 April<br>5 May   |  | [£]        | Linton Cathodeon Centre |
| <b>First Aid</b><br>9.00am to 11.00am  | 14 April<br>12 May |  | [B]<br>[£] | Linton Cathodeon Centre |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

# Waterbeach and Northstowe and surrounding area

 = Sessions run by Health       = Bookable courses for parents

| Monday                                      |        |  |     |                                     |
|---|--------|--|-----|-------------------------------------|
| <b>Midwife Clinic</b><br>9.30am to 4pm      | Weekly | Ivy team, from Rosie Maternity Hospital<br>Booked clinic appointments ante-natal<br>and post-natal and discharge |     | Waterbeach Child<br>and Family Zone |
| <b>Little Learners</b><br>9.30am to 11.30am | Weekly | Universal drop in for 0 to 5years and<br>their carers  | [£] | Bar Hill Primary<br>School          |

| Tuesday                                     |                  |   |     |                                     |
|---|------------------|---|-----|-------------------------------------|
| <b>Baby Clinic</b><br>10am to 11.30am       | Twice a<br>month | Drop in session, run by Health Visitors,<br>for baby weighing, measuring and<br>advice on health issues or concerns |     | Waterbeach Child<br>and Family Zone |
| <b>Baby Clinic</b><br>1pm to 2.30pm         | Monthly          | Drop in session, run by Health Visitors,<br>for baby weighing, measuring and<br>advice on health issues or concerns |     | Bar Hill Primary<br>School          |
| <b>Baby Clinic</b><br>1pm to 2.30pm         | Twice a<br>month | Drop in session, run by Health Visitors,<br>for baby weighing, measuring and<br>advice on health issues or concerns |     | Papworth Centre                     |
| <b>Twilight Session</b><br>3.30pm to 5.30pm | Weekly           | Universal drop in for carers and<br>children age 0-8years   | [£] | Waterbeach Child<br>and Family Zone |

| Wednesday                               |        |   |     |                                     |
|---|--------|---|-----|-------------------------------------|
| <b>Little Learners</b><br>10am to 12pm  | Weekly | Universal drop in for 0-5yrs and their<br>carers  | [£] | Waterbeach Child<br>and Family Zone |
| <b>Bumps to Babies</b><br>1pm to 2.30pm | Weekly | Group for parents to be and for<br>parents and carers of children up to<br>12months old |     | Waterbeach Child<br>and Family Zone |
| <b>Bumps to Babies</b><br>1pm to 2.30pm | Weekly | Group for parents to be and for<br>parents and carers of children up to<br>12months old |     | Bar Hill venue to be<br>confirmed   |

| Thursday   |        |  |     |  |
|--|--------|--|-----|--|
| <b>Little Learners</b><br>9.30am to 11.30am  | Weekly | Universal drop in for 0-5yrs and their<br>carers | [£] | Papworth Centre  |
| <b>Stay and Play 0-5 year<br/>olds</b><br>(time and start date to<br>be confirmed) | Weekly | Universal drop in for 0-5yrs and their<br>carers | [£] | Community Wing at<br>Pathfinder School,<br>Northstowe, CB24<br>3DS |
| <b>Ready Steady Play</b><br>10am to 11am   | Weekly | A focus on dance as well as fun and<br>play      |     | Cottenham<br>Community Centre                                      |

[£] Charge [B] Booking [C] Course [R] Invite/Referral **For activity and address details please see back of the booklet**

| Friday                                    |        |   |  |                          |
|---|--------|---|--|--------------------------|
| <b>Cottenham Baby Café</b><br>12pm to 2pm | Weekly | A drop-in for all pregnant and new parents who would like breastfeeding support |  | Cottenham Baptist Church |

| Saturday                                |  |  |  |                                  |
|---|--|--|--|----------------------------------|
| <b>Rising Stars</b><br>10am to 1pm      | 1 <sup>st</sup><br>Saturday<br>of every<br>month | Group for families where one or more children 0-8years have additional needs |  | Waterbeach Child and Family Zone |
| <b>Dad's Play</b><br>10.30am to 11.30am | 1 <sup>st</sup><br>Saturday<br>of every<br>month | Dad's, Grandfathers and Uncles are all welcome                               |  | Histon Early Years Centre        |

| Coming Soon                         |  |   |     |                                |
|-------------------------------------|--|---|-----|--------------------------------|
| <b>Raising Teens</b>                |  | Parenting programme for parents of teenagers.   | [B] | Melbourn Child and Family Zone |
| <b>Stepping Stones</b>              |  | Parenting course for families with additional needs children  | [B] | Bar Hill or Northstowe         |
| <b>Thursday Parenting workshops</b> |  | Range of topics including Understanding challenging behaviour, Screen time battles and Effective discipline | [B] | Various locations              |

| Contact Us  |  |  |  |  |
|---|--|--|--|--|
| <b><u>Cambourne Child and Family Centre</u></b><br>01954 284672   |  |  |  |  |
| <b><u>South Cambridgeshire District Team</u></b><br>Phone number – 01954 286012<br>Email address – <a href="mailto:districtearlyhelpteam.southcamb@cambridgeshire.gov.uk">districtearlyhelpteam.southcamb@cambridgeshire.gov.uk</a> |  |  |  |  |

## Addresses

**Bar Hill Primary School**, Gladeside, Bar Hill, CB23 6DY

**Bassingbourn Centre**, Brook Road, Bassingbourn, Royston, SG8 5NP

**Caldecote School**, Highfields road, Caldecote CB23 7NX

**Cambourne Child and Family Centre**, Sackville House, Sackville Way, Great Cambourne, CB23 6HL

**Cambourne Library**, Sackville House, Sackville Way, Great Cambourne, CB23 6HL

**Cambourne Old Blue School**, Eastgate, Cambourne CB23 6DZ

**Cambourne Village College**, Sheepfold Lane, Cambourne, CB23 6FR

**Community Wing at Pathfinder School**, Pathfinder Way, Northstowe, CB24 3DS

**Cottenham Baptist Church**, 156 - 158 High Street, Cottenham CB24 8RX

**Cottenham Community Centre**, 250A High Street, Cottenham CB24 8RZ

**Fulbourn Centre**, Home End, Fulbourn, Cambridge CB21 5BS

**Gamlingay Eco Hub**, Stocks Lane, Gamlingay, SG19 3JR

**Histon Early Years Centre**, New School Road, Histon CB24 9LL

**Linton Cathodeon Centre**, Horseheath Road, Linton, Cambridge, CB21 4LU

**Linton Health Centre**, Coles Lane, Linton, Cambs CB21 4JS

**Melbourn Child and Family Zone**, Mortlock Street, Melbourn SG8 6DB

**Melbourn Health Clinic**, Orchard Road, Melbourn SG8 6HH

**Papworth Centre**, Pendragon Primary School, CB23 3XQ

**Sawston Child and Family Zone**, The Bellbird Primary School, Link Road, Sawston, CB22 3GB

**Sawston Health Centre**, London Road, Sawston CB22 3HU

**Sawston Library**, New Road, Sawston, CB22 3BP

**Waterbeach Child and Family Zone**, High Street, Waterbeach, Cambridge CB25 9JU

# Description of Activities

## Stay and Play Groups

These groups will have a variety of different themes from week to week, and help your child to learn through play. They are a fun way for you to learn about your child's development, enjoy time together and meet other parents. Some will provide a chance for you and your child to take part in physical exercise, learning balance, co-ordination and mobility. Others will be focussed on creativity or imaginative play. Each activity will indicate what age range it is targeted at.

You can also talk to us if you are worried about your child's development. The activities are based on the Early Years Foundation Stage (EYFS).

## Health

### Midwife Clinics

Clinics run by midwives, offering pre-booked one to one appointments, antenatal appointments and discharge appointments.

### Child Health Clinics

Well baby weighing clinics run by Health Visitors. Sometimes referred to as Well Baby clinics.

### Breastfeeding Support

These drop-in support sessions may be professional led, or volunteer led. They offer practical support with any concerns or questions you have around breastfeeding, and the chance to meet other mums.

Parents can also access the Start 4 Life website which has free hints, tips and videos on giving your baby the best start in life. There is also a chatbot which parents can use to get support on breastfeeding 24/7 <https://www.nhs.uk/start4life/>

There will also be a range of other health provision in our child and family centres such as speech and language support, and sessions on one off topics including weaning and introducing solids.

## Additional Needs or Special Educational Needs or Disabilities (SEND) Support

Each centre will run a variety of these sessions and the names of the session will vary. Some will be parent-led others run by or supported by professionals from Health or Child and Family Centres.

## Support for Parents

### **PEEP (Peers Early Education Partnership) group sessions**

The PEEP programme focuses on how to make the most of the learning opportunities in everyday life at home – listening, talking, playing, singing and sharing books every day. PEEP supports parents and carers in their role as the first educators of their children.

### **Young Parent Groups**

We provide opportunities for young parents to meet and network with other young parents, whilst enjoying a stay and play session for their children. We provide fun activities including messy play, music sessions and snack time for parents aged 25 years and under.

### **New Beginnings Groups**

Weekly sessions that offer a chance to meet other parents and carers. Each session has a different theme including Home Safety & Play and Communication.

### **Family Worker Drop-ins**

An opportunity for families to ask for information, advice and support on any issue affecting their family life. These will take place in a range of venues, including Centres, zones, Community buildings and schools.

## Courses and Learning

The following parenting programmes run on a regular basis, if dates are not shown in this particular leaflet, please ask centres for information on the next available course.

### **Raising Children**

For mums and dads of children aged up to 12 years. 10 weeks of two-hour sessions. The course is suitable for all parents: from those who just want to learn more about their child's development, to the parent who needs a bit more support in understanding their child's behaviour. The course covers emotional and social development, attachments, coping with stress, social learning theory, cognitive theory, behavioural development, identity, self-esteem, and speech and language.

### **Incredible Years**

For mums and dads of children aged up to six. 12 to 14 weeks of two-hour sessions. The course aims to increase positive and nurturing parenting and improved parent-child relationships. It will provide you with the tools you need to help your child develop emotionally and support you with your effective discipline strategies.

### **Stepping Stones**

A nine week course that will help parents and carers to use positive parenting skills to improve behaviour, support your child's development and help them feel good about themselves, and implement parenting routines and cope with stress.

### **Raising Teens**

For parents of children aged ten and over. Ten weeks of two hour sessions. Raising Teens is a course aimed at parents of teenagers. It will help you to understand why your teen behaves as they do and how you can deal with their emotions and yours. It will also give you effective strategies which work with teenagers including emotional and social development, behavioural development, identity and social development, self-care skills and independence, problem solving, and anger management.

### **Triple P Parenting Programmes; including Teen Triple P for parents with teenagers**

A parenting and family support system designed to prevent – as well as treat – behavioural and emotional problems in children and teenagers. It aims to prevent problems in the family, school and community before they arise and to create family environments that encourage children to realise their potential.

### **Adult Learning**

We provide access to adult learning opportunities and employment support including enabling access to information about employment, education and training and links with Job Centre Plus and local training providers.

We arrange courses for parents in schools and Child and Family Centres which support families with school readiness and to understand the primary curriculum so that they can help their children with homework.

Our learning centres are situated in libraries in Wisbech, March, Central Cambridge, Huntingdon and Ely. Learners can drop in and start learning straight away. We offer qualifications in English, Maths, IT and Employability. We organise job clubs to support searching for work. Almost all the support we offer is free to the learner.

### **One-Off information sessions**

These sessions run on a regular basis, on various topics including those below, if dates are not shown in this particular leaflet, please ask centres for information on the next available course. Courses include sleep, toilet training, managing difficult behaviour, healthy eating, sibling relationships, effective discipline and parenting styles.

### **Support for Young People**

District Early Help teams provide a range of targeted support for young people, usually accessed through the Early Help Assessment process. To find out more about support available locally please contact the Early Help Team on 01954 286012.

Cambridgeshire residents can also access a wide range of online information and support via the following websites:

**Youthoria:** A website for 11-19 year olds providing advice around life, work and learning. The 'Ask Ali' function allows young people to anonymously seek help and advice via the website and receive a personal response from our teams. [www.youthoria.org](http://www.youthoria.org)

**Keep Your Head:** A new young people's mental health website for young people and their parents/carers living in Peterborough and Cambridgeshire. The site is universally accessible and is a central point for finding good quality local and national information on keeping well, self-help, and support services covering a range of issues. [www.keep-your-head.com](http://www.keep-your-head.com)

**CHUMS:** Offering children and young people a range of short term, evidence based interventions, including one to one, group work, recreational therapies, as well as offering a robust training package to schools. Self-referrals and referrals from professionals are accepted. The age range is 5 to 18 years in Peterborough and 5 to 25 years in Cambridgeshire (except bereavement support which covers 5 to 19 years). [www.chums.uk.com](http://www.chums.uk.com)

### **Charging for Groups**

Some groups have a charge to attend, you will need to purchase Child and Family Centre vouchers [£]. If having to pay for a group would stop you attending please talk to us. Families on low income may be eligible for free vouchers.

### **Are you concerned about the safety of a child?**

If a child is at risk of harm, or you are concerned about the safety of a child, please call the Contact Centre on 0345 045 5203 between 8am and 6pm, Monday to Friday. If it is outside office hours or at the weekend, call the First Response and Emergency Duty Team on 01733 234724, or the police on 999.

### **Volunteering Opportunities**

We are recruiting volunteers; so if you are interested in working with children, could support groups, or offer admin support, please call the South Cambridgeshire District Team on 01954 286012.



**A NEW SYLLABUS FOR THE TEACHING OF RELIGIOUS EDUCATION**

To: **Children and Young People Committee**

Meeting Date: **Tues 13<sup>th</sup> February 2018**

From: **Wendi Ogle-Welbourn, Executive Director, People and Communities**

Electoral division(s): **All**

Forward Plan ref: **n/a**

Purpose: **The adoption of a new syllabus for the teaching of Religious Education in the county from September 2018**

Recommendation: **The Committee is invited to:**

**a) approve the adoption of a new syllabus for the teaching of Religious Education in Cambridgeshire from September 2018.**

| <b>Officer contact:</b> |  | <b>Member contacts:</b> |   |
|-------------------------|--|-------------------------|---|
| Name:                   | Helen Manley   | Names:                  | Councillor Simon Bywater                      |
| Post:                   | Senior Adviser: Curriculum, Teaching & Leadership  | Post:                   | Chairman, Children and Young People Committee |
| Email:                  | <a href="mailto:Helen.manley@cambridgeshire.gov.uk">Helen.manley@cambridgeshire.gov.uk</a> | Email:                  | Simon.Bywater@cambridgeshire.gov.uk           |
| Tel:                    | 07825 125945   | Tel:                    | 01223 706398                                  |



## **1. BACKGROUND**

- 1.1** Religious Education (RE) is a statutory part of the basic curriculum for all schools as set out in the 1944 Education Act Section 25 and up held in the 1996 Education Act Section 375.
- 1.2** Although all schools are required to teach RE there is no national syllabus. Instead the syllabus is produced locally and must be formally adopted by each local authority. The legal basis for RE in Cambridgeshire is the existing 'Agreed Syllabus' which was adopted for use for a five-year period from September 2013 and ending in September 2018. To allow teachers sufficient time to incorporate the new syllabus into their plans for 2018-2019, the Council is requested to adopt the syllabus as soon as possible. Under the Education Act 1996 (Sections 375 and 390 to 392 and Schedule 31) as amended by the School Standards and framework Act 1998, every Local Education Authority has a duty to establish a permanent body known as the Standing Advisory Council on Religious Education ("SACRE") and at least every five years to establish a body known as an Agreed Syllabus Conference ("ASC") to review an Agreed Syllabus for the teaching of RE in its area. The broad role of the ASC is to produce and recommend an Agreed Syllabus for RE which meets legal requirements and is educationally sound.
- 1.3** RE is an important curriculum subject. It is important in its own right and also makes a unique contribution to the spiritual, moral, social and cultural development of pupils and supports wider community cohesion. The Government is keen to ensure all pupils receive high-quality RE. Although there is not a National Curriculum for RE, all maintained schools must follow the National Curriculum requirements to teach a broad and balanced curriculum, which includes RE. All maintained schools therefore have a statutory duty to teach RE. Academies and free schools are contractually required, through the terms of their funding agreement, to make provision for the teaching of RE.
- 1.4** Legislation requires that:
- in maintained community, foundation or voluntary schools without a religious character, RE is taught in accordance with the local Agreed Syllabus;
  - academies and free schools must teach RE within the requirements for a locally agreed syllabus, set out in section 375 (3) of the Education Act 1996 and paragraph (5) of Schedule 19 to the School Standards and Framework Act 1998. The requirements are that a syllabus must 'reflect the fact that the religious traditions in Great Britain are, in the main, Christian while taking account of the teaching and practices of the other principal religions represented in Great Britain';
  - for foundation and voluntary controlled schools with a religious character, RE must be taught according to the Agreed Syllabus unless, parents request RE in accordance with the trust deed of the school; and
  - in voluntary aided schools RE must be taught in accordance with the trust deed.

In essence, this means that maintained, community, foundation or voluntary schools in Cambridgeshire are required to teach the local Agreed Syllabus (that is, the one being

presented to Committee in this report); academies and free schools are required to teach an agreed syllabus but this does not have to be the one from Cambridgeshire.

**1.5** On 5<sup>th</sup> December 2016, members from Cambridgeshire, Peterborough and Northamptonshire SACREs met in Northampton and convened as a joint Agreed Syllabus Conference (jASC) to co-produce a concise new syllabus. The timing of the convening of this jASC was due to Northamptonshire being at the five-year point and therefore overdue for review of its syllabus. The other SACREs joined in at the request of their local authorities to create a jASC which would develop innovative ways of working, reduce costs and increase efficiency. Rutland SACRE joined in April 2017. The four local authorities share the services of Amanda Fitton as Religious Education Advisor.

**1.6** The jASC has written a new syllabus and recommends the Cambridgeshire County Council as Education Authority to adopt it for use in schools from September 2018. The jASC has considered national changes and developments, both in RE and in education in general and proposes changes which may seem radical because of the brevity of the document but which will allow many schools to continue as before with no need to change lesson content, whilst being free to plan learning in a more enquiring and learning-focused way. It will also allow individual schools to ensure that younger pupils acquire the foundation knowledge needed for GCSE and higher examinations which they may take in the subject. There is less focus on content, allowing schools the freedom to plan a curriculum which is appropriate for their pupils yet still maintaining the integrity of RE as a discrete subject and promoting religious literacy.

## **2. MAIN ISSUES**

### **2.1 Detail of the report**

This is a locally determined syllabus for Religious Education for all schools in Cambridgeshire as required by legislation. The acts require a locally agreed statutory framework on what and how to teach Religious Education but do not dictate what it should contain save for the statement that 'Every agreed syllabus shall reflect the fact that the religious traditions in Great Britain are in the main Christian whilst taking account of the teaching and practices of the other principal religions represented in Great Britain'. The jASC has noted the 2010 Department for Children Schools and Families' 'Religious Education in English schools: Non-statutory guidance 2010'

## **3. ALIGNMENT WITH CORPORATE PRIORITIES**

### **3.1 Developing the local economy for the benefit of all**

There are no significant implications for this priority.

### **3.2 Helping people live healthy and independent lives**

See wording under 3.1 above

### **3.3 Supporting and protecting vulnerable people**

Amongst the many benefits of good Religious Literacy are its support for the teaching and understanding of British Values, Spiritual, Moral, Social and Cultural development and the PREVENT agenda.

#### 4. **SIGNIFICANT IMPLICATIONS**

##### 4.1 **Resource Implications**

There are no significant implications within this category.

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

The cost of the preparation of the new syllabus has been minimal.

1. Staff - The services of the RE Advisor (who is also advisor to the other local authorities in the jASC) and of the SACRE Clerk (including clerks from other SACREs) were already in the budget.
2. Support materials - A great deal of the work, has been undertaken on a voluntary basis by SACRE members and teachers from across the county
3. Publication - The syllabus is to be published on line only, therefore there will be no printing costs. A SACRE member from Peterborough is formatting the syllabus for online publication at no cost.
4. The launch event will take the form of a training event for teachers. The cost of the day will be covered by the attendance fee.

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

The five-year review cycle ends in September 2018. If the new syllabus is not adopted, then the Council is requested to confirm the continued use of the 2013 syllabus

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

The good teaching of RE is a vital part of education generally.

**“Every child and young person who goes to school is entitled to an experience of religious education (RE) that is both academically challenging and personally inspiring”**. *A Curriculum Framework for Religious Education in England -The Religious Education Council of England and Wales -October 2013*

**“RE is an important curriculum subject. It is important in its own right and it also makes a unique contribution to the spiritual, moral, social and cultural development of pupils and supports wider community cohesion”**. *Religious education in English schools: Non-statutory guidance 2010* Ref: DCSF-00114-2010

**“At its best, it is intellectually challenging and personally enriching. It helps young people develop beliefs and values, and promotes the virtues of respect and empathy, which are important in our diverse society. It fosters civilised debate and reasoned argument, and helps pupils to understand the place of**

religion and belief in the modern world.” Ofsted 2013

#### 4.5 Engagement and Communications Implications

- The constitution of the SACRE ensures the involvement of a wide group of local faiths and world views. SACREs have been kept up to date with what the jASC has been working on. Please see the jASC Chair’s report to SACREs dated 21<sup>st</sup> September 2017
- The new shorter syllabus gives much more flexibility within each school on what to teach allowing the school cohort and local circumstances to influence the lessons without losing sight of the aim of religious literacy.
- Representatives of local faith groups and world views, together with teachers in local schools, have assisted in the writing of support materials including progression documents and assessment tools. A number of local schools began a trial of the new syllabus in September 2017 and are feeding back their views.
- See also 4.2 above

#### 4.6 Localism and Local Member Involvement

Councillors Hoy and Richards are the Children and Young People Committee representatives on the Cambridgeshire SACRE, which has discussed the progress of the Agreed Syllabus Conference at all meetings and is pleased to recommend it to the County Council for adoption.

#### 4.7 Public Health Implications

None.

| Implications  | Officer Clearance                             |
|---|---|
|   |   |
| <b>Have the resource implications been cleared by Finance?</b>  | Yes<br>Name of Financial Officer: Martin Wade |
|   |   |
| <b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?</b> | Yes<br>Name of Financial Officer: Paul White  |
|   |   |
| <b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>                       | Yes or No<br>Name of Legal Officer:           |
|   |   |
| <b>Have the equality and diversity implications been cleared by your Service Contact?</b>                       | Yes<br>Name of Officer: Rosemarie Sadler      |
|   |   |

|  |  |
|--|--|
|  |  |
| <b>Have any engagement and communication implications been cleared by Communications?</b>          | Yes<br>Name of Officer: Jo Dickson       |
|  |  |
| <b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b> | Yes<br>Name of Officer: Rosemarie Sadler |
|  |  |
| <b>Have any Public Health implications been cleared by Public Health</b>                           | Yes<br>Name of Officer: Tess Campbell    |

| <b>Source Documents</b>   | <b>Location</b>   |
|---|---|
| The New Religious Education Syllabus (draft)  | Included with this document as an appendix.   |
| Education Act 1996 Section 375  | <a href="http://www.legislation.gov.uk/ukpga/1996/56/pdfs/ukpga_19960056_en.pdf">http://www.legislation.gov.uk/ukpga/1996/56/pdfs/ukpga_19960056_en.pdf</a>   |
| School Standards and Framework Act 1998   | <a href="http://www.legislation.gov.uk/ukpga/1998/31/pdfs/ukpga_19980031_en.pdf">http://www.legislation.gov.uk/ukpga/1998/31/pdfs/ukpga_19980031_en.pdf</a>   |
| 2010 Department for Children Schools 'Religious Education in English schools guidance 2010' | <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/190260/D-CSF-00114-2010.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/190260/D-CSF-00114-2010.pdf</a>   |
| The existing syllabus – September 2013  | <a href="https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/residents/working-together-children-families-and-adults/SACRE%20RE%20in%20Cambridgeshire%20agreed%20syllabus.pdf?inline=true">https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/residents/working-together-children-families-and-adults/SACRE%20RE%20in%20Cambridgeshire%20agreed%20syllabus.pdf?inline=true</a> |
| New non- statutory support material   | Available from<br><a href="mailto:helen.manley@cambridgeshire.gov.uk">helen.manley@cambridgeshire.gov.uk</a>  |
| Constitution of the SACRE for Cambridgeshire  | Available from<br><a href="mailto:helen.manley@cambridgeshire.gov.uk">helen.manley@cambridgeshire.gov.uk</a>  |
| 17.09.17 Report to SACRE from Chair of jASC   | Available from<br><a href="mailto:helen.manley@cambridgeshire.gov.uk">helen.manley@cambridgeshire.gov.uk</a>  |

## Appendix 1

### INTRODUCTION

*"Every child and young person who goes to school is entitled to an experience of religious education (RE) that is both academically challenging and personally inspiring".<sup>1</sup>*

*"RE is an important curriculum subject. It is important in its own right and it also makes a unique contribution to the spiritual, moral, social and cultural development of pupils and supports wider community cohesion".<sup>2</sup>*

A review of the national curriculum for schools in England was made by the Department for Education (DfE) in 2013. RE was not part of the DfE review as it is not one of the national curriculum subjects. Instead the RE curriculum is set locally where the local authority Standing Advisory Council on Religious Education (SACRE) is responsible for producing the locally agreed syllabus for RE.

As a result of the DfE review, the Religious Education Council for England and Wales (REC) concluded that a review of RE was needed for reasons of equity with other subjects. From September 2014, teachers with responsibility for RE in schools in England are expected to plan lessons, assess pupil progress, and have their performance held to account, as other teachers do. School leaders expect them to use the same or similar criteria to those deployed in other subjects in the curriculum. The REC wrote "A Curriculum Framework for Religious Education in England"<sup>3</sup> to support those teachers and schools.

Taking our lead from the REC and following the lay out and style of the documents for the national curriculum, you will find that the new syllabus for RE in Cambridgeshire (Northamptonshire/ Peterborough/Rutland) set out here is shorter and less prescriptive as to content than it was. Schools have the flexibility to provide more coherent and integrated cross curricular learning experiences to complement discrete subject teaching tailored to the needs of their pupils and community.

### LEGAL REQUIREMENTS

#### – What schools must do

The national curriculum states that:

Every state-funded school must offer a curriculum which is balanced and broadly based, and which:

- promotes the spiritual, moral, cultural, mental and physical development of pupils, and
- prepares pupils at the school for the opportunities, responsibilities and experiences of later life

and all state schools... must teach religious education... all schools must publish their curriculum by subject and academic year online.<sup>4</sup>

All maintained schools must follow the National Curriculum requirements to teach a broad and balanced curriculum, which includes RE. All maintained schools therefore have a statutory duty to

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<sup>1</sup> A Curriculum Framework for Religious Education in England -The Religious Education Council of England and Wales -October 2013]

<sup>2</sup> Religious education in English schools: Non-statutory guidance 2010 Ref: DCSF-00114-2010

<sup>3</sup> Curriculum Framework for Religious Education in England -The Religious Education Council of England and Wales -October 2013

<sup>4</sup> 'The national curriculum in England: Framework document', September 2013, p.4

**THE AIMS OF THE SYLLABUS are for pupils;**

- To develop religious literacy
  - To acquire and develop knowledge and understanding of Christianity and the other principal religions and world views represented in the United Kingdom
  - To develop an understanding of the influence of the beliefs, values and traditions on individuals, communities, societies and cultures
  - To develop attitudes of respect towards other people who hold views and beliefs different from their own; living in a society of diverse religions
  - To develop the ability to make reasoned and informed judgements about religious issues, with reference to the principal religions and world views represented in Cambridgeshire, Northamptonshire, Peterborough and Rutland and the United Kingdom
- 

Religions deal with some of the most profound and difficult questions in human life, questions such as: - What is the purpose of life?  
How should people treat each other?  
How do we explain and cope with death and suffering?

Religions approach these issues in complex ways, in ways of life, culture and action, as well as ritual, tradition, story, symbol and belief. Religious Education must take account of this depth and complexity, helping pupils to an understanding appropriate to their age and aptitude.

To do this RE needs to develop pupils' skills, to enable them to ask questions, to discover information, to approach new material with empathy, and to reflect on their learning. Pupils should not only acquire knowledge but also be able to use their knowledge to understand their world, build community, and develop their personal position.

Throughout the RE curriculum pupils should be encouraged to **explore** religions, **engage** with their knowledge, and **reflect** on their learning and their lives.

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**All content in the WHAT TO TEACH column is statutory and therefore must be taught.**

Each Key Stage builds upon the one before, so by the time pupils reach the end of KS3, they should have had the opportunity to receive a broad, inclusive religious education.

Teachers should consider the religious makeup of the pupils in the classroom and the whole school when deciding on which religions to look at and in which order.

Christianity will be studied in all Key Stages.

The choice of which other religion to study in KS1 should be dependent on the school cohort and local demographics.



**EDUCATIONAL PERFORMANCE IN CAMBRIDGESHIRE IN THE 2016/2017  
ACADEMIC YEAR**

**To:** Children and Young People Committee

**Meeting Date:** 13 March 2018

**From:** Wendi Ogle-Welbourn, Executive Director:  
People and Community Services

**Electoral division(s):** All

**Forward Plan ref:** n/a                      **Key decision:** No

**Purpose:** To inform the Children and Young People (CYP) Committee about educational performance in the 2016/2017 academic year in Cambridgeshire at Key Stage 4, Post 16 and for Looked After Children.

**Recommendation:** The Committee is asked to note and comment on the findings from the analysis undertaken of educational performance in Cambridgeshire compared to that nationally and to that of Cambridgeshire's statistical neighbours.

| <b>Officer contact:</b>  | <b>Member contact:</b>   |
|--|--|
| Name: Hazel Belchamber<br>Post: Lead Education Officer<br>Email: Hazel.belchamber@cambridgeshire.gov.uk<br>Tel: 01223 699575 | Names: Councillor Simon Bywater<br>Post: Chair/Vice-Chair<br>Email: <a href="mailto:Simon.bywater@cambridgeshire.gov.uk">Simon.bywater@cambridgeshire.gov.uk</a><br>Tel: 01223 706398 (office) |

## 1. BACKGROUND

- 1.1 The Children and Young People (CYP) Committee receives reports each year on the performance of Cambridgeshire's maintained schools and academies in the end of key stage assessments and tests for:
- the Early Years Foundation Stage (EYFS), which is end of Reception year;
  - Key Stage 1 (KS1), which is the end of Year 2 [infants] and Key Stage 2 (KS2), which is the end of Year 6 [juniors];
  - Key Stage 4 (KS4) (GCSEs or equivalent); and
  - Key Stage 5 (KS5)/Post 16 (A Levels or equivalent).
- 1.2 This report covers the KS4 and KS5/Post 16 outcomes for the 2016/17 academic year. The KS5 results are provisional; the Department for Education (DfE) was scheduled to release updated figures at the end of January but now expected in March. Members will receive a verbal update on these at the meeting.
- 1.3 It should be noted that major changes in the way that secondary education performance is measured mean that many of the new KS4 benchmarks and associated Cambridgeshire Local Authority (LA) rankings are not directly comparable with those in previous years.

## 2. MAIN ISSUES

### 2.1 Key Stage 4 Performance

Please note that all the figures quoted for Cambridgeshire and its statistical neighbours cover achievements in state-funded schools only. For comparative purposes, the figures quoted for performance nationally are those for state-funded schools only too.

#### **Key Stage 4 Attainment**

This is the first year of the numerical grading system for GCSE English and Maths and the second year of the Attainment 8 and Progress 8 measures. In 2016/2017, validated results:

- The average Attainment 8 score per pupil in Cambridgeshire is 47.7 points. This is 1.4 points above the national level (46.3) and 0.2 points above that of our statistical neighbours (47.5).
- The average Progress 8 score for Cambridgeshire is 0.10 as compared to -0.07 for our statistical neighbours. The figure for England is -0.03 although for benchmarking purposes the DfE measure against a national benchmark of zero.

In addition:

25.9% of Cambridgeshire pupils achieved the English Baccalaureate (grades 9-4) compared with 21.9% of pupils nationally attending state-funded schools and 25.9% of pupils across our statistical neighbours.  
67.0% of Cambridgeshire pupils achieved the new attainment measure grades 9-4 (a

standard pass) in both English and Maths. This is 3.1ppt above the national level (63.9%) and broadly in-line with the level across our statistical neighbours (67.8%).

46.7% of Cambridgeshire pupils achieved the new attainment measure grades 9-5 (a good pass) in both English and Maths. This is 4.1ppt above the national level (42.6%) and in line with our statistical neighbours (46.3%).

The KS4 outcomes for vulnerable pupils reveal that these pupils perform better than their peers nationally with the exception of pupils eligible for Free School Meals (FSM), Disadvantaged Pupils (FSM in the last six years and Looked After Children). Performance for this group of pupils in 2017 was 4.4% below the national comparison, whilst that for those with Special Educational Needs (SEN) who are also eligible for FSM or Disadvantaged, was 2% below the national comparison. In 2017 there were 500 students receiving the pupil premium out of which, 34% or 170 students reached the non-pupil premium standard.

### **KS4 School Progress.**

In Cambridgeshire, 11 out of the 31 secondary schools/academies have a school Progress 8 value that is significantly above the national average. A further 12 are broadly in-line with the national average. The remaining 7 are significantly below the national average.

In the 2016/2017 academic year, a school was judged to be below the floor standard if the Progress 8 score was below -0.5, and the upper band of the 95% confidence interval was below zero<sup>1</sup>. One Cambridgeshire secondary school met these criteria. However, no other schools have been confirmed as being below the floor following the release of the validated KS4 school performance tables for published in late January 2018.

In terms of **LA rankings (a total of 151) at Key Stage 4**, Cambridgeshire performed well:

- Ranked 36<sup>th</sup> for Progress 8
- Ranked 38<sup>th</sup> for pupils achieving 9-5 in both English and Maths
- Ranked 43<sup>rd</sup> for average attainment 8 score per pupil
- Ranked 45<sup>th</sup> for pupils achieving grades 9-4 in both English and Maths
- Ranked 49<sup>th</sup> for pupils achieving the English Baccalaureate

## **2.2 Post-16 (Key Stage 5) performance**

Please note that all Local Authority figures for Cambridgeshire cover achievements in

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<sup>1</sup> Schools will be excluded from a Progress 8 floor standard in a particular year where they have fewer than 6 pupils at the end of Key Stage 4, or where less than 50% of pupils have key stage 2 assessments that can be used as prior attainment in the calculations of Progress 8.

state-funded schools and colleges. For comparative purposes, the figures quoted for performance nationally are those for state-funded schools and colleges only too.

### **Post-16 Attainment**

The Post-16 performance measures are also undergoing a transition period and this year include both Technical and Vocational certificates. The DfE had intended to publish additional performance data on the outcomes for disadvantaged pupils in late January and then again in March. To date, the data has yet to be validated. In 2017, Cambridgeshire's performance continued to be above that seen nationally in most academic measures. However, performance is lower in the Technical Levels.

- 15% of pupils achieved three or more A Levels at grade A, 4ppt above the national level (11%) and 2ppt above the level across our statistical neighbours (13%).
- 24% of pupils achieved grades AAB or better at A Level, 2ppt above the national level (22%) and 5ppt above the level across our statistical neighbours (19%).
- 19% of pupils achieved grades AAB or better at A Level including at least two facilitating subjects, 2ppt above both the national level (17%) and 5ppt above the level across our statistical neighbours (14%).
- The Average Point Score per entry for the A Level cohort was 33.74 compared with 32.12 nationally and 30.96 across our statistical neighbours.
- The Average Point Score per entry for the Tech Level cohort was 29.59, compared with 32.12 nationally and 31.68 across our statistical neighbours.
- For Applied General Studies, the Average Point Score per entry was 33.87, compared with 35.64 nationally and 34.66 across our statistical neighbours.

In 2016, 89% of Cambridgeshire Post-16 pupils went on to or remained in education and employment, in-line with the level nationally (89%) but slightly below the level across our statistical neighbours (91%).

The Post-16 outcomes for some vulnerable pupils were due to be published by the DfE in late January and again in March, together with the other data referred to above. As with those data, these are still to be validated.

In terms of LA rankings(150 qualifying LAs) at Post-16, Cambridgeshire continues to perform well:

- Ranked 9<sup>th</sup> for the A Level Cohort Average Point Score per entry
- Ranked 10<sup>th</sup> for pupils achieving 3+ A Levels, grade A or better
- Ranked 10<sup>th</sup> for pupils achieving grades AAB or better
- Ranked 18<sup>th</sup> for pupils achieving grades AAB or better including at least two facilitating subjects

The areas in which Cambridgeshire performed less well were:

- For Post-16 destinations Cambridgeshire were we ranked: 64<sup>th</sup>
- In the Applied General Studies Average Point Score per entry were we were ranked 112<sup>th</sup>
- In the Tech Level Cohort Average Point Score per entry were we were ranked 130<sup>th</sup>

## 2.3 Performance of Looked After Children (LAC)

### KS4 Looked After Children

Of the Year 11 students on roll at the time of the examinations in 2017, 95% left with a qualification. Achievements were:

- 31 passes in non-GCSE subjects
- 117 passes across 27 GCSE subjects

Out of the cohort, 37% had moved school during the secondary phase at least once, with 7% having moved three or more times.

### 2.3.1 Post 16 Looked After Children

#### Year 12 outcomes in 2017

- Six students were taking Level 3 courses into year 13
- Four completed Level 2 courses
- Seven completed Level 1 courses
- Five completed other courses, which includes apprenticeships

On a less positive note, 14 are currently not in education, employment or training (NEET) and 6 left college early without completing their course.

#### Year 13

As the numbers involved are very small it would be easy to identify individual students. Amongst them their achievements included BTec Courses with Distinction, three and four A Levels and progression to a degree course.

## 3. ALIGNMENT WITH CORPORATE PRIORITIES

### 3.1 Developing the local economy for the benefit of all

3.1.1 Providing access to local and high quality education and associated children's services should enhance the skills of the local workforce. Schools are providers of local employment

3.2.1 It is very positive that Cambridgeshire's performance at Post-16 continued to be above that seen nationally in most academic measures. It is recognised, however, that performance was lower in the Technical Levels. This has been identified as an area for improvement for all Post-16 providers in order to ensure consistently higher standards for students taking technical and vocational qualifications. This will improve

the skills base and preparation for work and further study.

### **3.2 Helping people live healthy and independent lives**

3.2.1 Access to high quality education will support children and young people to become financially independent.

### **3.3 Supporting and protecting vulnerable people**

3.3.1 The Virtual School has a key role in supporting some of Cambridgeshire's most vulnerable children and young people to access the education to which they are entitled. It is recognised that the KS4 outcomes for pupils eligible for Free School Meals (FSM), Disadvantaged Pupils (FSM in the last six years and Looked After Children) and children with SSEN who are also eligible for FSM or Disadvantaged are a priority area for improvement for all secondary schools.

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

There are no significant implications within this category.

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

There are no significant implications within this category.

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

There is the potential risk that children and young people in Cambridgeshire, particularly the most vulnerable, will not maximise their potential without continued focus and priority being given to improving outcomes at KS4.

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

There is risk that children and young people in Cambridgeshire particularly the most vulnerable are not receiving an equal entitlement to high quality education leading to similar outcomes as non-disadvantaged students, without continued focus and priority being given to improving their provision and outcomes at KS4.

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

There is a continuing priority, following the Post-16 Area Review, for post-16 providers, schools and colleges, the Regional Schools Commissioner and the Local Authority to work together to secure improved provision and outcomes for post 16 students.

### **4.6 Localism and Local Member Involvement**

There are no significant implications within this category.

### **4.7 Public Health Implications**

There are no significant implications within this category.

**SOURCE DOCUMENTS**

| <b>Source Documents</b>   | <b>Location</b>                                      |
|---|--|
| Revised GCSE and equivalent results in England:<br>2016 to 2017 | <a href="#">Department for<br/>Education Website</a> |



**Agenda Item No: 10**

**DELIVERING THE EXTENDED ENTITLEMENT TO AN ADDITIONAL 15 HOURS FREE  
CHILDCARE FOR ELIGIBLE 3 AND 4 YEAR OLDS**

**To:** Children & Young People's Committee

**Meeting Date:** 13 March 2018

**From:** Wendi Ogle-Welbourn, Executive Director People & Communities

**Electoral division(s):** All

**Forward Plan ref:** n/a **Key decision:** No

**Purpose:** To advise Members on the latest position regarding implementation of the extended early years and childcare entitlement for eligible 3 and 4 year olds.

**Recommendation:** Members are invited to:

- a) note the progress made in implementing the extended early years and childcare entitlement for 3 and 4 year olds since its launch in September 2017;
- b) request a further report in November 2018 when analysis of the first year of the extended entitlement will be available.

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## 1. BACKGROUND

1.1 In April 2004, local authorities (LAs) became responsible for securing a free part-time education placement for every child from the term following their 3<sup>rd</sup> birthday whose parents want one.

1.2 Under the Childcare Act 2006, LAs have specific sufficiency duties, including to secure:

- sufficient and suitable childcare places to enable parents to work, or to undertake education or training which could lead to employment;
- sufficient and suitable early years places to meet predicted demand; and
- free early years provision for all 3 and 4 year olds (and the 40% most vulnerable 2 year olds) of 15 hours per week 38 weeks per year.

**Appendix 1** shows the full list of statutory responsibilities of the local authority linked to free early learning and childcare for 2, 3 and 4 year olds.

1.3 Since September 2017 the requirement upon LAs has increased to include implementing the government's commitment to extend the free entitlement to early years education and childcare for 3 and 4 year olds nationally from 15 to 30 hours a week for working parents who meet the associated qualifying criteria.

**Appendix 2** sets out the eligibility criteria.

1.4 Conscious of the need to support providers to review their business models in order to deliver the extended entitlement the LA, following a tender process in spring 2017, has commissioned the National Day Nurseries Association (NDNA) to provide settings with support with business planning and development during the first two years of implementation of the 30 hours extended entitlement. When the contract with NDNA cases at the end of April 2019, the funding will be re-distributed to providers. In addition, the Council has extended its existing contracts with professional childcare associations already working in Cambridgeshire. In particular, the Professional Association for Childcare & Early Years (PACEY) is providing marketing and workshops to increase the number of childminders in the County. The Pre-School Learning Alliance (PLA) is providing increased capacity to offer business support advice where necessary. These steps are allowing focused work with settings in areas where there are sufficiency issues and includes developing individual, financially sustainable models of provision, or collaborative models across a number of settings and providers to ensure that parents can access their entitlement.

## 2 SUFFICIENCY

2.1.1 Maintaining an appropriate match between current and predicted demand for early years and childcare places is much more challenging than school place planning. There are many more variables which make forecasting demand for the 0-4 age range less accurate than for 5-19 year olds. In particular:

- attendance at early years provision is not compulsory
- there is a mixed economy of approximately 500+ providers across the private/voluntary/independent (PVI which includes daycare chains) and maintained sectors and approximately 700 childminders
- parents/families have different needs – full day-care or just accessing their

universal entitlement of 15 hours – and some take up their entitlement close to home whereas others will opt for childcare closer to their place of work

2.1.2 Prior to the September 2017 implementation date the LA was able to identify those families who were already paying for additional childcare hours, above the universal entitlement of 15 hours per week. This means that many children were already placed to take up their extended entitlement and, therefore, do not require a new place. More difficult to predict is how many more families will wish to take up the extended entitlement and thus where the need for additional places will be. There remains the risk if we get it wrong, of failing to deliver on our statutory duty. However, if we over-provide and flood an area of the market with places that are not taken up, providers will find it hard to attract sufficient children for their setting to be financially viable.

2.1.3 The challenges particular to planning for sufficient places for 3 and 4 year olds to take up their extended entitlement are:

- unlike with the government’s funded 2s policy, HMRC are not able to provide LAs with the details or even numbers of entitled children
- the Department for Education (DfE) estimate as to the number of places required is predicated on all eligible children taking up a 30 hour place

## 2.2 The picture so far

2.2.1 In the first six months of her contract part of the NDNA officer’s focus has been on establishing the coverage across the county of providers offering places where eligible families can take up their extended entitlement. Work to date has been of an auditing nature to understand the picture across Cambridgeshire providers in terms of early responses to the extended entitlement and supporting providers to develop viable business models to start making the offer available to parents.

2.2.2 The following table sets out, by district, details of the private/voluntary/independent (PVI) providers and maintained nursery sector offering the extended entitlement in the autumn term 2017 by district. This excludes childminders. 4142 full 30 hours places and 748 split offer places were available. Split place offers are where parents take up their entitlement across more than one provider.

| District      | Number of providers surveyed Autumn 2017 (total number of providers) | % of surveyed providers offering full 30 hours | % of surveyed providers making split offer | % of surveyed providers where offer is unclear | Places available |             |
|---------------|--|--|--|--|------------------|-------------|
|               |  |  |  |  | Full 30 hrs      | Split offer |
| City          | 61   | 56   | 41   | 3  | 755              | 84          |
| East Cambs    | 36   | 67   | 22   | 11   | 331              | 156         |
| Fenland       | 26   | 73   | 17   | 10   | 365              | 75          |
| Hunts         | 100  | 72   | 18   | 10   | 1749             | 159         |
| South Cambs   | 90   | 60   | 35   | 5  | 942              | 274         |
| <b>Totals</b> | <b>313</b>   |  |  |  | <b>4142</b>      | <b>748</b>  |

2.2.3 Analysis of headcount data gathered from the autumn term 2017 shows that:

- 2612 eligible families successfully applied to take up their entitlement
- there were sufficient places to enable eligible families to access their extended entitlement
- 12% of claimants were taking up the full 30 hours entitlement
- 20.8% of claimants were taking up more than 15 hours but less than 30

**Appendix 3** sets out details by age of children claiming their extended entitlement at ward level for the autumn term 2017

2.2.4 Forecasts for the spring term 2018 indicated that there was a surplus of places for eligible families to access their extended entitlement. As at 20 February 2018:

- 3,836 families successfully applied to take up their entitlement
- 12.3% claimants were taking up the full 30 hours entitlement
- 23.8% were taking up more than 15 hours but less than 30 hours

2.2.5 Children become entitled to free EY provision the term after their third birthday, so there are three intakes each year into EY settings. Consequently, the autumn term sees the lowest numbers of children in the system and the summer term brings the highest demand for places.

2.2.6 Using the DfE's methodology indicates an approximate short fall of 3000 30 hour places across the County for the summer term 2018. However, this figure comes with several caveats. The DfE provided the LA with an estimate that 5010 children in Cambridgeshire would be eligible for the 30 hours extended entitlement. Officers subsequently learned that this was a mid-year estimate, whereas numbers are always at their highest in early years settings in the summer term. The methodology behind this estimate uses as a proxy indicator families with children in the 0-19 age range entitled to child benefit. It is, therefore, likely that this will inflate the potential number of children entitled to extended hours. The figure is also predicated on children taking up the full entitlement of 30 hours whereas take-up data for the autumn and spring terms indicates that this is not the pattern in Cambridgeshire.

2.2.7 Officers have based summer term 2018 estimates on claimant data using actual head count data for the past two terms and trend from previous years but factoring in the percentage increase in take-up since the implementation of the extended entitlement. This approach forecasts a surplus of approximately 500 places across the County for the summer term 2018.

2.2.8 Next steps include the following in preparation for the summer term:

- Working with providers to create additional places in 'hot spot' areas where there are insufficient 30 hour places to meet anticipated demand. See **Appendix 4**.
- Brokering partnership solutions to delivering the 30 hour entitlement where smaller single providers are unable to offer the full 30 hours on their own.
- Developing networks across the five districts to create peer to peer support and information sharing
- Compiling case studies of successful models to share via the Learn Together website to support providers with ideas on business models and delivery

## **2.3 Communications**

2.3.1 The communications strategy has developed in phases since Summer 2016 (see **Appendix 5**). Regular communication between the LAI and providers takes place every 2 to 3 weeks via the *30 Hours Newsletter*. The lead officer for communications for the extended EY entitlement is continuing to explore with the Director of Corporate & Customer Services the options to transform the Families Information Service following the Corporate Capacity Review so that the LA can fulfil its statutory duty with regard to the provision of information to parents. This includes aligning services with Peterborough City. A bid to the DfE 30 Hours Delivery Support Fund may enable plans for an improved online information system and a parent information coordinator to be taken forward in the next few months. In the interim, officers in a variety of departments are undertaking additional work to ensure that no child or family misses out on their entitlement.

## **3. ALIGNMENT WITH CORPORATE PRIORITIES**

### **3.1 Developing the local economy for the benefit of all**

Under Section 6 of the Childcare Act 2006 LAs have a duty to secure, so far as is reasonably practicable, sufficient childcare (whether or not by them) to meet the requirements of parents in order to enable them to work or undertake training leading to work. This applies to childcare for children aged 0 – 14 years, and up to 18 years for those with disabilities.

3.2 The following bullet points set out details of implications:

- the government identified that the average annual childcare cost saving for families was expected to be approximately £2500 per year;
- the government believe that the barrier linked to the cost of childcare will be removed allowing parents to return to work sooner and for longer;
- the barrier linked to the cost of childcare will no longer prevent parents from taking up development and training opportunities to support themselves back into work;
- more families with more disposable income will support growth of local businesses and local economies.

### **3.3 Supporting and protecting vulnerable people**

Early Years Pupil Premium and Disability Access Funding are both available for eligible children.

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

4.1.1 The following bullet points set out details of significant implications identified by officers. The extended entitlement is funded from the Early Years Block of the Dedicated Schools Grant and not from core LA resource. As a result the limitations on the hourly rate are due to the amount received from the DfE.

- The funding identified to enable the engagement of an external organisation and an extension to existing contracts for two years with professional childcare

associations working in Cambridgeshire to support the preparation for and implementation of the extended entitlement, has been approved by Schools Forum from the Early Years Block of the Dedicated Schools Grant and not from core LA resource

- The DfE recently published the Early Years National Funding Formula Hourly Rates for 2018/2019 financial year. This confirms that there will be no increase to the national baseline funding rate of £4.42 received during 2017/18 and no changes within the operational guidance. The absence of any uplift in the national funding rate has the resulting consequence of no additional funding available to increase the local hourly rate within the Cambridgeshire Funding Formula.
- Some non-profit making providers have identified that the new hourly rate proposed is not at a level sufficient to meet the cost of the staffing and overheads required to deliver these additional hours.

4.1.2 The new Early Years Funding guidelines restrict local authorities to retaining a maximum of 5% of funding centrally for 2018/19 onwards. In 2017/18 the LA retained 3.9% and whilst the Cambridgeshire allocation for 2018/19 is not yet known, the proposal put to the meeting of Schools Forum in December 2017 is to retain approximately 3.4% of current funding, well within the permitted maximum.

4.1.3

The Early Years Provider Reference Group (EYPRG) comprises representatives from all types of providers across all areas of the County. At Schools Forum in December 2017 some concerns were raised through the EYPRG representative about levels of funding. Consequently follow-up work is being undertaken with the EYPRG to support the Forum's understanding of the issues providers in Cambridgeshire are facing and to provide:

- a snapshot of the actual costs of providing the extended entitlement in different parts of the EY sector and different geographical areas and
- information as to whether complexity of funding was preventing some settings from being viable as some settings are managing within the current rates and others feel it is unsustainable

A working group will bring together the comparative data with the results being presented to Schools Forum on 9 March 2018. A verbal update will be shared with CYP Committee at its March meeting.

4.1.4

Settings will receive additional top-up funding for children with Education Health and Care Plans (EHCP). Additional funding will also be available to support three and four year old children before they have an EHCP in the form of top-up funding from the new SEN Inclusion Fund (SENIF). Work has been ongoing since last April to put in place the policy, process and criteria for the new SEN Inclusion Fund (SENIF), which came into effect for new children from September 2017. A two tier system has been implemented for SENIF applications:

- Tier 2-One off payment of up to £1000 which could be used, for example for a short term targeted intervention for a child; and

- Tier 3-High need funding for up to 30 hours for those with the most complex needs

Funding requests are for an amount of hours per child and are a contribution towards any additional support and/or resources the child may need. The maximum amount of hours available is 30. The funding amount will be £8.87 per hour.

The funding will be paid directly to settings once awarded. Tier 3 funding will be for a period of up to 38 weeks, paid on a termly basis, with the expectation of review paperwork to be submitted at the end of each term. Funding is attached to the child, and therefore if the child moves setting the funding will follow the child.

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

The full tendering process leading to the appointment of NDNA to provide business support advice to the EY sector in Cambridgeshire was undertaken in line with the Council's procurement procedures.

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

There are no additional implications above those set out in Section 1 and Appendix 1 of this report.

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

Sufficient good quality early years provision is essential in securing better outcomes for all disadvantaged groups. There is a commitment on the part of the Council to support resourcing disability access funding to enable those children with special educational needs and disability to access the extended entitlement. See 4.1 above

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

There is a clear requirement upon LAs to ensure that all parents and those working with families are aware of the extended entitlement and that they update their childcare information on a termly basis. Equally important is that all providers and settings receive support, advice and training to enable them to deliver the extended entitlement. The Council has a successful track record with regard to implementing the previous government childcare strategy relating to 15 hours of free childcare for the most vulnerable 2 year olds. Officers will continue to use a range of general and targeted promotional tools and activities to support the implementation of the extended entitlement.

Where new EY provision is proposed there is an expectation that consultation will take place with the local community and existing providers.

#### 4.6 **Localism and Local Member Involvement**

The following bullet points set out details of significant implications identified by officers:

- a number of providers of early years education and childcare have identified concerns about the financial viability for their setting in delivering this entitlement. Some providers have already been in contact with their local MP

and may already be in contact with their local member. Where this is happening members are encouraged to engage with the providers concerned and to encourage and support them to work collaboratively to ensure that parents are able to access their entitlement.

- In addition to the provision of information to parents, local members have a vital role to play in actively promoting the entitlement and encouraging and supporting low income and vulnerable working families in their area to check their eligibility through HMRC and then take up their entitlement as appropriate.

#### 4.7 Public Health Implications

The following bullet points set out details of significant implications identified by officers:

- There is good evidence that Early Years settings can do a lot to promote good nutrition and physical activity especially when habits are being formed.
- There are strong links between education and health.
- Improving school readiness is part of the Public Health Outcomes Framework

| <b>Implications</b>   | <b>Officer Clearance</b>                      |
|---|---|
|   |   |
| <b>Have the resource implications been cleared by Finance?</b>  | Yes<br>Name of Financial Officer: Martin Wade |
|   |   |
| <b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?</b> | Yes or No<br>Name of Financial Officer:       |
|   |   |
| <b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>                       | Yes or No<br>Name of Legal Officer:           |
|   |   |
| <b>Have the equality and diversity implications been cleared by your Service Contact?</b>                       | Yes<br>Name of Officer: Hazel Belchamber      |
|   |   |
| <b>Have any engagement and communication implications been cleared by Communications?</b>                       | Yes<br>Name of Officer: Jo Dickson            |
|   |   |
| <b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>              | Yes<br>Name of Officer: Hazel Belchamber      |
|   |   |
| <b>Have any Public Health implications been cleared by Public Health</b>  | Yes<br>Name of Officer: Tess Campbell         |

## **SOURCE DOCUMENTS**

| <b>Source Documents</b>   | <b>Location</b>   |
|---|---|
| <p>CAMBRIDGESHIRE SCHOOLS FORUM: EARLY YEARS NATIONAL FUNDING FORMULA REVIEW 2018/2019 UPDATE<br/>Item 6 at the following link:</p> <p>SENIF policy, guidance and application documentation</p> | <p><a href="https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/713/Committee/22/Default.aspx">https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/713/Committee/22/Default.aspx</a></p> <p><a href="https://www.cambslearn-together.co.uk/early-years/sen-support/">https://www.cambslearn-together.co.uk/early-years/sen-support/</a></p> |



**Local Authorities Statutory Duties relating to childcare**

- Secure sufficient funded places offering 570 hours a year (15 hours per week) over no fewer than 38 weeks of the year for eligible two year olds and all 3 and 4 year olds in their area, “universal entitlement”;
- Secure additional funded places of up to 570 hours a year over no fewer than 38 weeks of the year for qualifying 3 and 4 year olds in their area, “extended entitlement”;
- Secure sufficient childcare, so far as is reasonably practicable, for working parents, or parents who are studying or training for employment for children aged 0-14 (or up to 18 for disabled children);
- Fund these places using a locally determined, transparent formula in accordance with statutory guidance and funding issued to the LA under the early years national funding formula;
- Provide information to parents and prospective parents on the provision of childcare in their area; and
- Secure information, advice and training for providers in their area linked to their statutory responsibilities.



**Eligibility Criteria for the extended entitlement to 30 hours childcare for 3 and 4 year olds**

- Both parents are working (or the sole parent is working in a lone parent family);
- Each parent has a weekly minimum income equivalent to 16 hours at National Minimum Wage or Living Wage; and
- Neither parent has an income of more than £100k per year



**Agenda Item No: 10, Appendix 3**

**Number of children by age claiming their entitlement (by district and ward) – Autumn 2017**

The number of 4 year old claimants is low because in the autumn term the youngest 4 year olds (born between January and August) will be in school and the oldest (born between September and December) are 3 years old at the start of the autumn term when they claim that term's entitlement.

| Area                       |                     | Number of Claimants |          |            |
|----------------------------|---------------------|---------------------|----------|------------|
|                            |                     | Age                 |          | Total      |
| District                   | Ward                | 3                   | 4        |            |
| <b>Cambridge City</b>      | Abbey               | 26                  |          | 26         |
|                            | Arbury              | 24                  |          | 24         |
|                            | Castle              | 14                  |          | 14         |
|                            | Cherry Hinton       | 42                  |          | 42         |
|                            | Coleridge           | 21                  |          | 21         |
|                            | East Chesterton     | 31                  |          | 31         |
|                            | King's Hedges       | 31                  |          | 31         |
|                            | Market              | 2                   |          | 2          |
|                            | Newnham             | 5                   |          | 5          |
|                            | Petersfield         | 17                  |          | 17         |
|                            | Queen Edith's       | 22                  |          | 22         |
|                            | Romsey              | 36                  | 1        | 37         |
|                            | Trumpington         | 39                  |          | 39         |
| West Chesterton            | 21                  |                     | 21       |            |
| <b>Total</b>               |                     | <b>331</b>          | <b>1</b> | <b>332</b> |
| <b>East Cambridgeshire</b> | Bottisham           | 15                  |          | 15         |
|                            | Burwell             | 26                  |          | 26         |
|                            | Cheveley            | 8                   |          | 8          |
|                            | Downham Villages    | 15                  |          | 15         |
|                            | Dullingham Villages | 7                   |          | 7          |
|                            | Ely East            | 15                  |          | 15         |
|                            | Ely North           | 49                  |          | 49         |
|                            | Ely South           | 20                  |          | 20         |
|                            | Ely West            | 14                  |          | 14         |
|                            | Fordham Villages    | 5                   |          | 5          |
|                            | Haddenham           | 17                  |          | 17         |
|                            | Isleham             | 14                  |          | 14         |
|                            | Littleport East     | 14                  |          | 14         |
|                            | Littleport West     | 15                  |          | 15         |
|                            | Soham North         | 12                  |          | 12         |
|                            | Soham South         | 22                  |          | 22         |
| Stretham                   | 12                  |                     | 12       |            |
| Sutton                     | 13                  |                     | 13       |            |
| The Swaffhams              | 4                   |                     | 4        |            |

| Area                   |                                  | Number of Claimants |          |            |
|------------------------|----------------------------------|---------------------|----------|------------|
|                        |                                  | Age                 |          | Total      |
| District               | Ward                             | 3                   | 4        |            |
| <b>Total</b>           |                                  | <b>297</b>          |          | <b>297</b> |
| <b>Fenland</b>         | Bassenhally                      | 25                  |          | 25         |
|                        | Benwick, Coates and Eastrea      | 24                  |          | 24         |
|                        | Birch                            | 10                  |          | 10         |
|                        | Clarkson                         | 4                   |          | 4          |
|                        | Doddington and Wimblington       | 8                   |          | 8          |
|                        | Elm and Christchurch             | 11                  |          | 11         |
|                        | Kirkgate                         | 4                   |          | 4          |
|                        | Lattersey                        | 5                   |          | 5          |
|                        | Manea                            | 4                   |          | 4          |
| <b>Fenland (cont.)</b> | March East                       | 22                  |          | 22         |
|                        | March North                      | 46                  |          | 46         |
|                        | March West                       | 18                  |          | 18         |
|                        | Medworth                         | 9                   |          | 9          |
|                        | Octavia Hill                     | 18                  |          | 18         |
|                        | Parson Drove and Wisbech St Mary | 21                  |          | 21         |
|                        | Peckover                         | 4                   |          | 4          |
|                        | Roman Bank                       | 19                  |          | 19         |
|                        | Slade Lode                       | 11                  |          | 11         |
|                        | St Andrews                       | 6                   |          | 6          |
|                        | Staithe                          | 10                  |          | 10         |
|                        | Stonald                          | 7                   | 1        | 8          |
|                        | The Mills                        | 8                   |          | 8          |
|                        | Waterlees Village                | 17                  |          | 17         |
|                        | Wenneye                          | 11                  |          | 11         |
| <b>Total</b>           |                                  | <b>322</b>          | <b>1</b> | <b>323</b> |
| <b>Huntingdonshire</b> | Alconbury and The Stukeleys      | 6                   |          | 6          |
|                        | Brampton                         | 28                  |          | 28         |
|                        | Buckden                          | 11                  | 1        | 12         |
|                        | Earith                           | 26                  |          | 26         |
|                        | Ellington                        | 10                  |          | 10         |
|                        | Elton and Folksworth             | 8                   |          | 8          |
|                        | Fenstanton                       | 14                  |          | 14         |
|                        | Godmanchester                    | 41                  |          | 41         |
|                        | Gransden and The Offords         | 21                  |          | 21         |
|                        | Huntingdon East                  | 41                  |          | 41         |
|                        | Huntingdon North                 | 32                  |          | 32         |
|                        | Huntingdon West                  | 37                  |          | 37         |
|                        | Kimbolton and Staughton          | 8                   |          | 8          |
|                        | Little Paxton                    | 9                   |          | 9          |
|                        | Ramsey                           | 28                  |          | 28         |

| Area                        |                                | Number of Claimants |          |            |
|-----------------------------|--------------------------------|---------------------|----------|------------|
|                             |                                | Age                 |          | Total      |
| District                    | Ward                           | 3                   | 4        |            |
|                             | Sawtry                         | 35                  |          | 35         |
|                             | Somersham                      | 29                  |          | 29         |
|                             | St Ives East                   | 23                  |          | 23         |
|                             | St Ives South                  | 17                  |          | 17         |
|                             | St Ives West                   | 7                   |          | 7          |
|                             | St Neots Eaton Ford            | 28                  |          | 28         |
|                             | St Neots Eaton Socon           | 21                  |          | 21         |
|                             | St Neots Eynesbury             | 53                  |          | 53         |
|                             | St Neots Priory Park           | 53                  |          | 53         |
|                             | Stilton                        | 10                  |          | 10         |
|                             | The Hemingfords                | 19                  |          | 19         |
|                             | Upwood and The Raveleys        | 26                  |          | 26         |
|                             | Warboys and Bury               | 30                  |          | 30         |
|                             | Yaxley and Farcet              | 52                  |          | 52         |
| <b>Total</b>                |                                | <b>723</b>          | <b>1</b> | <b>724</b> |
| <b>South Cambridgeshire</b> | Balsham                        | 11                  | 1        | 12         |
|                             | Bar Hill                       | 28                  |          | 28         |
|                             | Barton                         | 8                   |          | 8          |
|                             | Bassingbourn                   | 17                  |          | 17         |
|                             | Bourn                          | 79                  |          | 79         |
|                             | Caldecote                      | 16                  |          | 16         |
|                             | Comberton                      | 5                   |          | 5          |
|                             | Cottenham                      | 26                  |          | 26         |
|                             | Duxford                        | 11                  |          | 11         |
|                             | Fowlmere and Foxton            | 8                   |          | 8          |
|                             | Fulbourn                       | 18                  |          | 18         |
|                             | Gamlingay                      | 24                  | 1        | 25         |
|                             | Girton                         | 14                  |          | 14         |
|                             | Hardwick                       | 11                  |          | 11         |
|                             | Harston and Hauxton            | 8                   |          | 8          |
|                             | Haslingfield and The Eversdens | 8                   |          | 8          |
|                             | Histon and Impington           | 48                  |          | 48         |
|                             | Linton                         | 15                  |          | 15         |
|                             | Longstanton                    | 22                  |          | 22         |
| Melbourn                    | 14                             | 1                   | 15       |            |
| Meldreth                    | 7                              |                     | 7        |            |
| Milton                      | 22                             |                     | 22       |            |
| Orwell and Barrington       | 4                              |                     | 4        |            |
| Papworth and Elsworth       | 25                             |                     | 25       |            |

| Area                 |                              | Number of Claimants |          |              |
|----------------------|------------------------------|---------------------|----------|--------------|
|                      |                              | Age                 |          | Total        |
| District             | Ward                         | 3                   | 4        |              |
|                      | Sawston                      | 24                  |          | 24           |
|                      | Swavesey                     | 21                  |          | 21           |
|                      | Teversham                    | 8                   |          | 8            |
|                      | The Abingtons                | 11                  | 1        | 12           |
|                      | The Mordens                  | 5                   |          | 5            |
|                      | The Shelfords and Stapleford | 17                  | 1        | 18           |
|                      | The Wilbrahams               | 4                   |          | 4            |
|                      | Waterbeach                   | 31                  |          | 31           |
|                      | Whittlesford                 | 11                  |          | 11           |
|                      | Willingham and Over          | 27                  | 1        | 28           |
| <b>Total</b>         |                              | <b>608</b>          | <b>6</b> | <b>614</b>   |
| <b>Out of county</b> |                              | <b>125</b>          |          | <b>125</b>   |
| <b>All Claimants</b> |                              | <b>2,406</b>        | <b>9</b> | <b>2,415</b> |

**Areas where areas where work is on-going to support the creation of additional 30 hours places**

| District             | Focus   |
|----------------------|---|
| Cambridge City       | cross district  |
| East Cambridgeshire  | cross district and in particular: <ul style="list-style-type: none"><li>• Ely</li><li>• Fordham and Isleham</li><li>• Kennett</li><li>• Soham</li></ul> |
| Fenland              | cross district and in particular: <ul style="list-style-type: none"><li>• Manea</li></ul>   |
| Huntingdonshire      | cross district  |
| South Cambridgeshire | cross district and in particular: <ul style="list-style-type: none"><li>• Fen Ditton</li><li>• Hardwick and Cambourne</li><li>• Sawston</li></ul>       |



**30 hours communications strategy**

| Phase   | Approach   | Key messages  |
|---|--|---|
| Planning (Summer 2016)  | Stakeholder analysis   |   |
| Persuasion of <b>providers</b> to engage with the initiative (Sep 16-Mar 17): | Face to face briefings, regular dedicated provider newsletter, business tool to support financial planning<br>Use of national support team to reinforce key messages | Provider autonomy /choice: business decision based on sound financial and other criteria  |
|   |  |   |
| Information to <b>parents</b> (Apr 17 – Sep 17)                               | Digital first<br>Signpost to national information (childcare choices)<br>Social media<br>Enhancement to website (new 30 hours field)                                 | Not everything will necessarily be available where you need it<br>Talk to your provider<br>Be prepared to shop around<br>Charges may apply for some services  |
| Implementation (Sep 17 – present)   | Provider newsletters<br>Social media/website for parent information  | Parents have to renew their eligibility in order to continue to receive the funding<br>Providers need to plan ahead to ensure they can meet needs   |
| Feedback to DFE and Childcare Works   | Liaison with national support organisation, direct feedback to DFE   | Funding levels /equity of the policy are challenges<br>Implementation was rushed and information was late and arrived without warning<br>Potential impact on 2-year-old and Early Years Pupil Premium provision |



**FINANCE AND PERFORMANCE REPORT – JANUARY 2018**

**To:** Children and Young People Committee

**Meeting Date:** 13 March 2018

**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 January 2018 Finance and Performance report for People And Communities Services (P&C).

The report is presented to provide the Committee with the opportunity to comment on the financial and performance position as at the end of January 2018.

**Recommendation:** The Committee is asked to review and comment on the report

| <b><i>Officer contact:</i></b>  | <b><i>Member contact:</i></b>  |
|---|--|
| Name: Martin Wade<br>Post: Strategic Finance Business Partner<br>Email: <a href="mailto:martin.wade@cambridgeshire.gov.uk">martin.wade@cambridgeshire.gov.uk</a><br>Tel: 01223 699733 | Name: Councillor Simon Bywater<br>Role; Chairman, Children and Young People Committee<br>Email: <a href="mailto:Simon.Bywater@cambridgeshire.gov.uk">Simon.Bywater@cambridgeshire.gov.uk</a><br>Tel: 01223 706398 (office) |

## 1.0 BACKGROUND

- 1.1 A Finance & Performance Report for People and Communities (P&C is produced monthly and the most recent available report is presented to the Committee when it meets.
- 1.2 The report is presented to provide the Committee with the opportunity to comment on the financial and performance position of the services for which the Committee has responsibility.
- 1.3 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 1, whilst the table below provides a summary of the budget totals relating to CYP Committee:

| Forecast Variance Outturn (Nov) £000 | Directorate  | Current Budget 2017/18 £000 | Actual to end of Jan £000 | Current Variance £000 | Forecast Variance Outturn (Jan) £000 |
|--------------------------------------|--|-----------------------------|---------------------------|-----------------------|--------------------------------------|
| 707                                  | Children's Commissioning                               | 13,124                      | 9,880                     | 635                   | 837                                  |
| -107                                 | Communities & Safety                                   | 5,158                       | 3,672                     | -213                  | -144                                 |
| 6,992                                | Children & Safeguarding                                | 105,359                     | 94,825                    | 6,234                 | 7,767                                |
| -160                                 | Education  | 20,004                      | 14,463                    | -73                   | -227                                 |
| <b>7,432</b>                         | <b>Total Expenditure</b>                               | <b>143,644</b>              | <b>122,841</b>            | <b>6,583</b>          | <b>8,233</b>                         |
| -1,592                               | Grant Funding (including Dedicated Schools Grant etc.) | -48,061                     | -39,497                   | -1,048                | -1,797                               |
| <b>5,840</b>                         | <b>Total</b>   | <b>95,583</b>               | <b>83,344</b>             | <b>5,535</b>          | <b>6,436</b>                         |

**Please note:** Strategic Management – Commissioning, Executive Director and Central Financing budgets cover all of P&C and are therefore not included in the table above.

### 1.4 Financial Context

As previously discussed at Children and Young People (CYP) Committee the major savings agenda continues with £99.2m of savings required across the Council between 2017 and 2022.

The required savings for P&C in the 2017/18 financial year total £20,658k.

## 2.0 MAIN ISSUES IN THE JANUARY 2018 P&C FINANCE & PERFORMANCE REPORT

- 2.1 The January 2018 Finance and Performance report is attached at Appendix 2. At the end of January, P&C forecast a pressure of £6,774k. This is a worsening position from the previous position reported to CYP Committee month when the forecast was £6,259k to the end of November.

As well as making savings through transformation, the service faces significant demand

pressures, particularly in children’s services related to the rising number of looked after children, a national trend. This month the report also acknowledges emerging pressures in Adults services, and risk will likely increase in this area as efforts to meet national delayed transfers of care targets step-up for winter.

The directorate is focused on identifying financial mitigations to offset pressures; seventeen service lines have already identified underspends and other areas are anticipating that they can improve their current position before year-end in the forecast submitted.

The whole directorate has been tasked with going further to improve the position. In many cases, planned transformation and demand management strategies are in progress and will deliver the expected savings ask although to a delayed timescale.

## 2.2 Revenue

The main changes to the revenue forecast variances within CYP Committees areas of responsibility since the previous report are as follows:

- In Children & Safeguarding, the Children in Care budget is forecasting to be £557k over budget, an increase of £263k since November. This is due to a combination of an increased number of court ordered contact sessions per week alongside increases across both the under 18 & over 18 Unaccompanied Asylum Seeking Children (UASC) and 14-25 LAC Team budgets. The higher number of contact sessions has necessitated the use of additional relief staff and external agencies to cover the caseload. Other pressures are due the overall number of clients being supported and latest income expectations from the Home Office, together with an increase in the in-house fostering forecast due to additional placements being made.
- In Children & Safeguarding, the Looked After Children Placements budget is forecasting to be £3,249k over budget, an increase of £558k since November. The increase is due to a combination of changes in placement fees (higher prices) and/or new placements (more placements) this month, including one new high cost secure accommodation placement that has recently been commissioned. Work has started on an independent evaluation of the reasons for our LAC numbers being higher than our statistical neighbours.
- In Children & Safeguarding, the SEN Placements budget is forecasting to be £850k over budget, an increase of £150k since November. This due to an increase in the number of commissioned placements, and one case that went to Appeal where County could not meet need. This budget pays for the educational element of those placements and is funded from the Dedicated Schools Grant (DSG). Any pressures on DSG funded services will be managed from within the overall available DSG for 2017/18.
- In Children & Safeguarding, the Strategic Management budget has a year-end forecast of £822k over budget. This is a decrease of -£200k since November following a review of actual and estimated vacancy savings within the service.

2.3 The table below identifies the key areas of overspend/pressures and underspends within CYP alongside potential mitigating actions:

|   |  |
|---|--|
| <b>Home to School<br/>Transport - Special</b> | The key reason for the overspend in this area is: <ul style="list-style-type: none"> <li>• higher than expected number of transport applications from</li> </ul> |
|---|--|

|   |  |
|---|--|
| <p>Forecast year-end variance:<br/><b>+£420k</b></p>  | <p>children attending special schools, with an increase of 8% in the number of Cambridgeshire pupils attending Special Schools in the autumn term of Academic Year 17/18 compared to the same period in 16/17.</p> <p>Mitigating actions include:</p> <ul style="list-style-type: none"> <li>• A detailed review of children and young people currently travelling in high-cost single occupancy taxis to assess whether more cost-effective options are available</li> <li>• A strictly time limited review of the Personal Transport Budget (PTB) scheme looking at the current criteria, decision-making, reporting and monitoring processes and how these can be improved to deliver the planned savings.</li> <li>• A working group has been established to relaunch the plan to roll out independent travel training with the first group of children and young people being able to travel independently from September 2018.</li> </ul>  |
| <p><b>Looked After Children – Transport</b></p> <p>Forecast year-end variance:<br/><b>+£500k</b></p>                  | <p>The key reason for the overspend in this area is:</p> <ul style="list-style-type: none"> <li>• The overall increase in Looked after Children requiring Home to School Transport.</li> </ul> <p>Mitigating actions include:</p> <ul style="list-style-type: none"> <li>• Case-by-case reviews of the most expensive cohorts of Looked After Children transport to identify savings reductions, particularly targeting high-cost single occupancy taxi journeys and encouraging more children to walk shorter journeys.</li> <li>• Route reviews to identify opportunities for shared vehicles, routes and providers, including across different client groups e.g. mainstream, SEND, or Adult transport, reducing any duplication and opportunities for better use of volunteer drivers.</li> <li>• Further activity to ensure the Council's policies around transport provision are implemented fully across the board, with joined-up decisions across social care and transport.</li> </ul> |
| <p><b>Youth Offending Service</b></p> <p>Forecast year-end variance:<br/><b>-£103k</b></p>                            | <p>The key reason for the underspend in this area is:</p> <ul style="list-style-type: none"> <li>• A one-off reduction in the YOS equalisation reserve.</li> </ul>   |
| <p><b>Strategic Management – Children &amp; Safeguarding</b></p> <p>Forecast year-end variance:<br/><b>+£822k</b></p> | <p>The key reasons for the pressure in this area are:</p> <ul style="list-style-type: none"> <li>• Historical unfunded pressures of £886k. These consist of £706k around the use of unfunded agency staffing and other unfunded posts totalling £180k.</li> <li>• an additional £336k is due to the service not being awarded an expected grant from the DFE, anticipation of this grant had been built in as an income and this has now resulted in a shortfall in the required staffing budget.</li> <li>• This has been offset in part by additional vacancy savings.</li> </ul> <p>Mitigating actions include:</p> <ul style="list-style-type: none"> <li>• Pressures continue to be monitored and reviewed at the CCP work stream project meetings, by Senior Management Team and at the P&amp;C Delivery Board with the intention of any residual pressures being managed as part of the 2018/19 Business Planning round.</li> </ul>   |

|   |   |
|---|---|
| <p><b>Children in Care</b></p> <p>Forecast year-end variance:<br/><b>+£557k</b></p>                   | <p>The key reasons for the overspend in this area are:</p> <ul style="list-style-type: none"> <li>• a forecast shortfall between the grant received from the Home Office for former looked after unaccompanied asylum seeking young people who are now over 18 and the costs incurred in supporting them.</li> <li>• the use of additional relief staff and external agencies to cover the current 204 Supervised Contact Cases which equate to approximately 140 supervised contact sessions a week.</li> </ul> <p>Mitigating actions include:</p> <ul style="list-style-type: none"> <li>• Close liaison with the Home Office to advocate that decisions for individual young people are expedited in a timely way.</li> <li>• A systemic review of all supervised contact taking place across the service to ensure better use of staff time and costs.</li> </ul>   |
| <p><b>Looked After Children Placements</b></p> <p>Forecast year-end variance:<br/><b>+£3,249k</b></p> | <p>The key reasons for the overspend in this area are:</p> <ul style="list-style-type: none"> <li>• The continuing higher than budgeted number of LAC placements and forecast under-delivery of composition savings. The high number of IFA placements used.</li> <li>• Overall LAC numbers at the end of January 2018, including placements with in-house foster carers, residential homes and kinship, are 702. This includes 63 unaccompanied asylum seeking children (UASC).</li> </ul> <p>Mitigating actions include:</p> <ul style="list-style-type: none"> <li>• Weekly panel to review high-cost placements to ensure that the plans for children remain focussed and that resources are offering the best value for money.</li> <li>• Purchase placements reviews – scrutiny by placement officers and service/district managers to review emergency placements, changes of placements and return home from care planning to ensure that children are in the right placement for the right amount of time.</li> <li>• All new admissions to care have to be agreed at Assistant Director or Service Director level.</li> <li>• A new Head of Service, with expertise in children’s services commissioning, has been re-deployed from elsewhere in the P&amp;C directorate to lead the Access to Resources function. This should result in more robust commissioning and a reduction in costs.</li> <li>• Increasing the number of in house foster carers.</li> </ul> |
| <p><b>Adoption</b></p> <p>Forecast year-end variance:<br/><b>+£576k</b></p>                           | <p>The key reasons for the overspend in this area are:</p> <ul style="list-style-type: none"> <li>• Requirement to purchase inter agency placements to manage this requirement and ensure our children receive the best possible outcomes.</li> <li>• Increased number of children being brought into care and needing permanency.</li> <li>• The continuation of historical adoption/Special Guardianship Orders (SGOs) allowances and a lower than expected reduction from reviews of packages or delays in completing reviews of packages</li> </ul> <p>Mitigating actions include:</p> <ul style="list-style-type: none"> <li>• Ongoing dialogue with CCA to identify more cost effective medium term options to recruit more adoptive families to meet the needs of our children.</li> <li>• A programme of reviews of allowances continues which is resulting in some reduction of packages, which is currently off-</li> </ul>   |

|  |  |
|--|--|
|  | setting any growth by way of new allowances.   |
| <b>Legal</b><br><br>Forecast year-end variance:<br><b>+£686k</b>   | The key reason for the overspend in this area is: <ul style="list-style-type: none"> <li>• The increased number of Care Applications (52% between 2014/15 and 2016/17).</li> <li>• Currently 96 open sets of care proceedings</li> </ul> Mitigating actions include: <ul style="list-style-type: none"> <li>• Use of a legal tracker to more effectively manage controllable costs.</li> </ul>   |
| <b>Children's Disability Service</b><br><br>Forecast year-end variance:<br><b>+£168k</b>   | The key reason for the overspend in this area is: <ul style="list-style-type: none"> <li>• The increase both in the number of support hours, a high cost individual case and in the number of joint funded health packages.</li> </ul> Mitigating actions include: <ul style="list-style-type: none"> <li>• Reviewing the costs of current packages and in particular support levels for our young people.</li> </ul>  |
| <b>High Needs Top-Up Funding</b><br><br>Forecast year-end variance:<br><b>+£200k</b><br><br><b>DSG Funded</b>                      | The key reason for the overspend in this area is: <ul style="list-style-type: none"> <li>• The continuing increase in numbers of young people with Education Health and Care Plans (EHCP) in Post-16 Further Education providers.</li> </ul> Mitigating actions include: <ul style="list-style-type: none"> <li>• SEND Sufficiency plan to be implemented. This sets out what is needed, how and when;</li> <li>• A full review of all High Needs spend due to the ongoing pressures and proposed changes to national funding arrangements.</li> </ul>   |
| <b>SEN Placements</b><br><br>Forecast year-end variance:<br><b>+£850k</b><br><br><b>DSG Funded</b>                                 | The key reason for the overspend in this area is: <ul style="list-style-type: none"> <li>• An increase in the number of children and young people who are LAC, have an EHCP and have been placed in a 52 week placement.</li> </ul> Mitigating actions include: <ul style="list-style-type: none"> <li>• SEND Sufficiency plan to be implemented. This sets out what is needed, how and when;</li> <li>• New special schools to accommodate the rising demand over the next 10 years;</li> <li>• Delivery of the SEND Commissioning Strategy and action plan to maintain children with SEND in mainstream education;</li> <li>• Work on coordination of reviews for ISEPs to look at returning in to county; and</li> <li>• A full review of all High Needs spend due to the ongoing pressures and proposed changes to national funding arrangements.</li> </ul> |
| <b>Commissioning Services – Out of School Tuition</b><br><br>Forecast year-end variance:<br><b>+£636k</b><br><br><b>DSG Funded</b> | The key reason for the overspend in this area is: <ul style="list-style-type: none"> <li>• An increasing number of children with a Statement of Special Educational Needs / Education, Health and Care Plans (EHCP) out of school in receipt of alternative (tuition) packages.</li> </ul> Mitigating actions include: <ul style="list-style-type: none"> <li>• The introduction of a new process to ensure all allocations and packages are reviewed in a timely way and that there is oversight of moves back into full time school.</li> <li>• Development of in-house provision.</li> </ul>  |

## 2.4 Capital

The Capital Programme Board recommended that services include a variation budget to account for likely slippage in the capital programme, as it is sometimes difficult to allocate this to individual schemes in advance. As forecast underspends start to be reported, these are offset with a forecast outturn for the variation budget, leading to a balanced outturn overall up until the point where slippage exceeds this budget. The allocation for P&C's negative budget adjustments has been calculated as follows, shown against the slippage forecast to date:

| 2017/18               |   |   |  |   |   |
|-----------------------|---|---|--|---|---|
| Service               | Capital Programme Variations Budget<br>£000 | Forecast Variance - Outturn (Jan)<br>£000 | Capital Programme Variations Budget Used<br>£000 | Capital Programme Variations Budget Used<br>% | Revised Forecast Variance - Outturn (Jan)<br>£000 |
| P&C                   | -10,305                                     | -8,239                                    | 2,066  | 20.0%   | -   |
| <b>Total Spending</b> | -10,305                                     | -8,239                                    | 2,066  | 20.0%   | -   |

## 2.5 Performance

Of the twenty-three P&C service performance indicators twelve are shown as green, four as amber and seven are red.

Of the Children and Young People Performance Indicators, six are green, three are amber and four are red. The four red performance indicators are:

1. Number of children with a Child Protection Plan per 10,000 population under 18
2. The number of looked after children per 10,000 children;
3. The FSM/Non-FSM attainment gap % achieving level 4+ in reading, writing and maths at Key Stage 2.
4. The FSM/Non-FSM attainment gap % achieving 5+ A\*-C including English and maths at GCSE.

The % of 16-18 year olds NEET and unknown has moved from red to green based on the last available data.

## 2.6 P&C Portfolio

The major change programmes and projects underway across P&C are detailed in Appendix 8 of the report – none of these is currently assessed as red.

## 3.0 2017-18 SAVINGS TRACKER

- 3.1 As previously reported the “tracker” report – a tool for summarising delivery of savings – will be made available for Members on a quarterly basis.

## **4.0 ALIGNMENT WITH CORPORATE PRIORITIES**

### **4.1 Developing the local economy for the benefit of all**

4.1.1 There are no significant implications for this priority.

### **4.2 Helping people live healthy and independent lives**

4.2.1 There are no significant implications for this priority

### **4.3 Supporting and protecting vulnerable people**

4.3.1 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, Risk and Legal 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 Consultation 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**

5.7.1 There are no significant implications within this category.

| <b>Source Documents</b>   | <b>Location</b>   |
|---|---|
| As well as presentation of the F&PR to the Committee when it meets, the report is made available online each month. | <a href="https://www.cambridgeshire.gov.uk/council/finance-and-budget/finance-&amp;-performance-reports/">https://www.cambridgeshire.gov.uk/council/finance-and-budget/finance-&amp;-performance-reports/</a> |

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

**Commissioning Directorate**

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

Children's Commissioning

Special Educational Needs Placements  
Commissioning Services  
Early Years Specialist Support  
Home to School Transport – Special  
LAC Transport

**Community & Safety Directorate**

Youth Offending Service  
Central Integrated Youth Support Services  
Safer Communities Partnership

**Children & Safeguarding Directorate**

Strategic Management – Children & Safeguarding  
Partnerships and Quality Assurance  
Children in Care  
Integrated Front Door  
Children's Centre Strategy  
Support to Parents

Looked After Children Placements  
Adoption Allowances  
Legal Proceedings

SEND Specialist Services (0-25 years)

SEND Specialist Services  
Children's Disability Service  
High Needs Top Up Funding

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  
Schools Curriculum Service  
Schools Intervention Service  
Schools Partnership Service  
Children's Innovation & Development Service  
Teachers' Pensions & Redundancy

Infrastructure  
0-19 Organisation & Planning

Early Years Policy, Funding & Operations  
Education Capital  
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*

From: Martin Wade & Stephen Howarth  
 Tel.: 01223 699733  
 Date: 8<sup>th</sup> February 2018

## People & Communities (P&C) Service

### Finance and Performance Report – January 2018

#### 1. SUMMARY

##### 1.1 Finance

| Previous Status | Category               | Target                          | Current Status | Section Ref. |
|-----------------|------------------------|---------------------------------|----------------|--------------|
| <b>Red</b>      | Income and Expenditure | Balanced year end position      | <b>Red</b>     | 2.1          |
| <b>Green</b>    | Capital Programme      | Remain within overall resources | <b>Green</b>   | 3.2          |

##### 1.2. Performance and Portfolio Indicators – Dec 2017 Data (see sections 4&5)

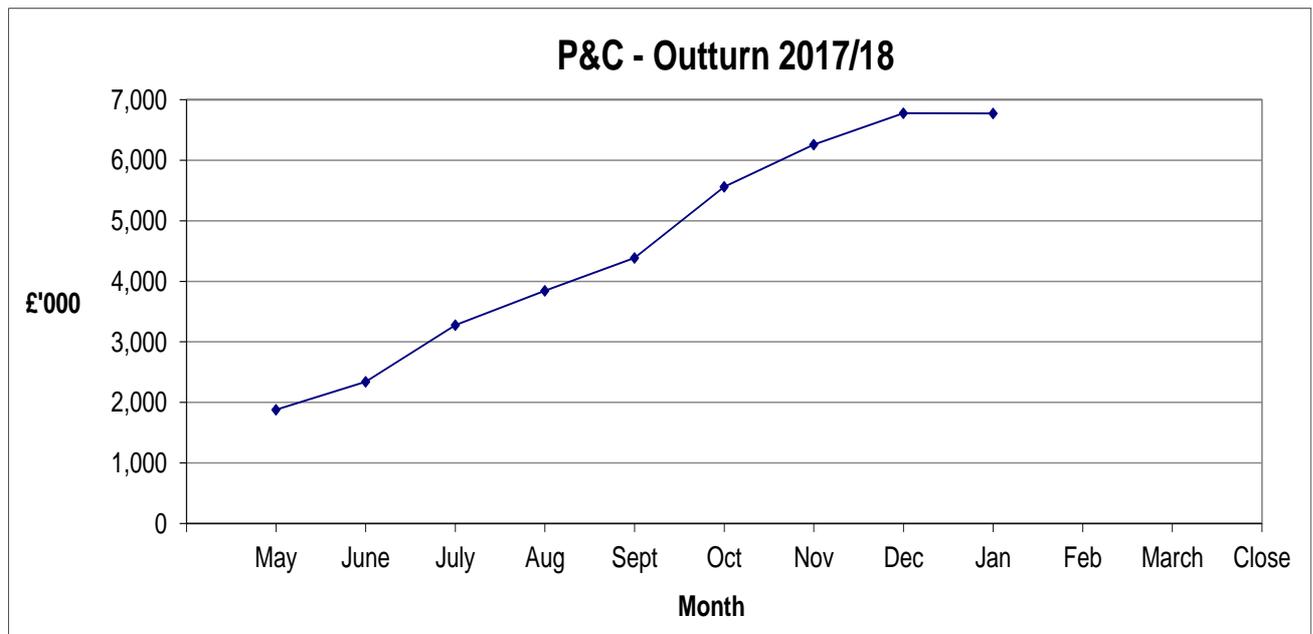
| Monthly Indicators                  | Red | Amber | Green | Total |
|-------------------------------------|-----|-------|-------|-------|
| Dec Performance (No. of indicators) | 7   | 4     | 12    | 23    |
| Dec Portfolio (No. of indicators)   | 0   | 2     | 4     | 6     |

#### 2. INCOME AND EXPENDITURE

##### 2.1 Overall Position

| Forecast Variance Outturn (Dec)<br>£000 | Directorate              | Original Budget 2017/18<br>£000 | Current Budget 2017/18<br>£000 | Current Variance<br>£000 | Forecast Variance Outturn (Jan)<br>£000 | Forecast Variance - Outturn (Jan)<br>% |
|---|--------------------------|---------------------------------|--------------------------------|--------------------------|---|--|
| 4,151                                   | Adults & Safeguarding    | 153,322                         | 146,310                        | 633                      | 442                                     | 0.3%                                   |
| 584                                     | Commissioning            | 26,385                          | 33,708                         | 309                      | 829                                     | 2.5%                                   |
| -113                                    | Communities & Safety     | 4,517                           | 6,844                          | 4,785                    | -144                                    | -2.1%                                  |
| 7,375                                   | Children & Safeguarding  | 103,741                         | 105,263                        | 6,237                    | 7,767                                   | 7.4%                                   |
| -159                                    | Education                | 10,068                          | 20,031                         | -124                     | -227                                    | -1.1%                                  |
| -3,316                                  | Executive Director       | 494                             | -107                           | 80                       | -96                                     | 89.5%                                  |
| <b>8,522</b>                            | <b>Total Expenditure</b> | <b>298,528</b>                  | <b>312,047</b>                 | <b>11,921</b>            | <b>8,571</b>                            | <b>2.7%</b>                            |
| -1,743                                  | Grant Funding            | -39,991                         | -72,543                        | -1,048                   | -1,797                                  | 2.5%                                   |
| <b>6,779</b>                            | <b>Total</b>             | <b>258,537</b>                  | <b>239,504</b>                 | <b>5,866</b>             | <b>6,774</b>                            | <b>2.8%</b>                            |

The service level finance & performance report for January 2018 can be found in [appendix 1](#). Further analysis of the forecast position can be found in [appendix 2](#).



## 2.2 Significant Issues

At the end of January 2018 P&C is forecasting to be £6,774k over budget at year-end.

As well as making savings through transformation, the service faces significant demand pressures, particularly in children's services related to the rising number of looked after children, a national trend. Similarly, as demand increases on the NHS and the acute sector in particular, combined with improved performance in reducing delayed transfers of care from hospital, so have spending levels on Older Adults.

In many cases, planned transformation and demand management strategies are in progress and will deliver the significant savings required although to a delayed timescale. Financial mitigations continue to be identified each month across the directorate: there is a major *one-off* grant deployment now reported against Strategic Management - Adults.

The decrease in forecast since last month is -£5k. Significant changes are detailed below:

- In Adults and Safeguarding, the year-end forecast on the Learning Disability Partnership has increased by £528k. Overall this is due to higher than expected demand pressures throughout the year and lower levels of savings than required. A detailed review of expected saving delivery in the last quarter has resulted in a reduction in the projected savings for the year. This reduction is due to capacity being needed to negotiate with providers around fee uplifts (reducing potential costs), the speed of reassessment work not being as high as anticipated, and delays caused by providers and the NHS in other regions not engaging sufficiently with savings work.
- In Adults and Safeguarding, the forecast position in Older People's Services has improved by £427k, reflecting a reduced number of service-users receiving care over several months compared to the trend of the first half of the year. This will be kept under review in light of any pressures during the winter period.

- In Commissioning, a £200k pressure is reported as a result of lower income from the NHS from Funded Nursing Care than budgeted. This reflects a lower number of in-county nursing placements than budgeted for, and so less overall contribution from the NHS to nursing care (out of county nursing care is funded separately). This is partially offset by the reduction in the forecast in Older People's Services noted above.
- In Children & Safeguarding, the Strategic Management budget has a year-end forecast of £822k over budget. This is a decrease of -£200k since last month following a review of actual and estimated vacancy savings within the service.
- In Children & Safeguarding, the Children in Care budget is forecasting to be £557k over budget, an increase of £150k from last month, as a result of increases across both the under 18 & over 18 Unaccompanied Asylum Seeking Children and 14-25 LAC Team budgets mainly due to the number of clients being supported and latest income expectations from the Home Office, together with an increase in the in-house fostering forecast due to additional placements being made.
- In Children & Safeguarding, the Looked After Children Placements budget is forecasting to be £3,249k over budget, an increase of £300k from last month. The majority of this increase is the result of delayed savings that were forecast for planned placement moves and one new high cost secure accommodation placement that has recently been commissioned.
- A technical adjustment has been made to the reporting of an underspend relating to the assumed re-prioritisation of grant funded activity in response to Adults Services pressures as they emerge. This was previously reported against the Executive Director line, and is now reported under Strategic Management – Adults, reflecting the reducing of pressures in that area. In addition, this underspend has increased by £326k.

### **2.3 Additional Income and Grant Budgeted this Period**

(De Minimis reporting limit = £160,000)

A full list of additional grant income anticipated and reflected in this report can be found in [appendix 3](#).

### **2.4 Virements and Transfers to / from Reserves (including Operational Savings Reserve) (De Minimis reporting limit = £160,000)**

A list of virements made in the year to date can be found in [appendix 4](#).

## 2.5 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.

### 2.5.1 Key activity data to the end of January for **Looked After Children (LAC)** is shown below:

| Service Type                       | BUDGET                    |                 |                     |                              | ACTUAL (Jan)                         |                |                 |                              | VARIANCE                                  |                        |                              |
|------------------------------------|---------------------------|-----------------|---------------------|------------------------------|--------------------------------------|----------------|-----------------|------------------------------|---|------------------------|------------------------------|
|                                    | No of placements Budgeted | Annual Budget   | No. of weeks funded | Average weekly cost per head | Snapshot of No. of placements Jan 18 | Yearly Average | Actual Spend    | Average weekly cost per head | Yearly Average budgeted no. of placements | Net Variance to Budget | Average weekly cost diff +/- |
| Residential - disability           | 1                         | £143k           | 52                  | 2,743.20                     | 2                                    | 1.23           | £168k           | 2,777.75                     | 0.23                                      | £26k                   | 34.55                        |
| Residential - secure accommodation | 0                         | £k              | 52                  | 0.00                         | 1                                    | 0.21           | £76k            | 6,755.00                     | 0.21                                      | £76k                   | 6,755.00                     |
| Residential schools                | 16                        | £1,160k         | 52                  | 1,408.53                     | 18                                   | 15.87          | £1,899k         | 2,627.67                     | -0.13                                     | £739k                  | 1,219.14                     |
| Residential homes                  | 22                        | £3,018k         | 52                  | 2,656.43                     | 37                                   | 35.30          | £5,721k         | 3,249.07                     | 13.3                                      | £2,704k                | 592.64                       |
| Independent Fostering              | 263                       | £10,304k        | 52                  | 784.53                       | 260                                  | 261.45         | £10,883k        | 803.20                       | -1.55                                     | £579k                  | 18.67                        |
| Supported Accommodation            | 15                        | £1,244k         | 52                  | 1,247.14                     | 28                                   | 25.02          | £1,795k         | 1,438.97                     | 10.02                                     | £551k                  | 191.83                       |
| 16+                                | 25                        | £608k           | 52                  | 467.73                       | 9                                    | 7.42           | £84k            | 219.81                       | -17.58                                    | £524k                  | -247.92                      |
| Growth/Replacement                 | -                         | £868k           | -                   | -                            | -                                    | -              | £115k           | -                            | -   | £754k                  | -                            |
| Pressure funded within directorate | -                         | £k              | -                   | -                            | -                                    | -              | £147k           | -                            | -   | £147k                  | -                            |
| <b>TOTAL</b>                       | <b>342</b>                | <b>£17,344k</b> |                     |                              | <b>355</b>                           | <b>346.50</b>  | <b>£20,593k</b> |                              | <b>4.5</b>                                | <b>£3,249k</b>         |                              |
| In-house fostering - Basic         | 212                       | £2,053k         | 56                  | 172.89                       | 195                                  | 180.83         | £1,845k         | 182.13                       | -31.17                                    | £207k                  | 9.24                         |
| In-house fostering - Skills        | 212                       | £1,884k         | 52                  | 170.94                       | 195                                  | 179.52         | £1,651k         | 178.81                       | -32.48                                    | £233k                  | 7.87                         |
| Kinship - Basic                    | 40                        | £439k           | 56                  | 195.84                       | 38                                   | 41.03          | £410k           | 190.03                       | 1.03                                      | £29k                   | -5.81                        |
| Kinship - Skills                   | 11                        | £39k            | 52                  | 68.78                        | 11                                   | 11.00          | £39k            | 68.78                        | 0   | £k                     | 0.00                         |
| In-house residential               | 5                         | £556k           | 52                  | 2,138.07                     | 3                                    | 3.36           | £539k           | 3,083.81                     | -1.64                                     | £17k                   | 945.74                       |
| Growth*                            | 0                         | £297k           | -                   | 0.00                         | 0                                    | 0.00           | £k              | 0.00                         | -   | £297k                  | -                            |
| <b>TOTAL</b>                       | <b>257</b>                | <b>£4,674k</b>  |                     |                              | <b>236</b>                           | <b>225.22</b>  | <b>£4,484k</b>  |                              | <b>-31.78</b>                             | <b>£190k</b>           |                              |
| Adoption                           | 376                       | £3,236k         | 52                  | 165.51                       | 417                                  | 406.52         | £3,493k         | 162.80                       | 30.52                                     | £257k                  | -2.71                        |
| Concurrent Adoption                | 5                         | £91k            | 52                  | 350.00                       | 5                                    | 3.20           | £58k            | 350.00                       | -1.8                                      | £33k                   | 0.00                         |
| <b>TOTAL</b>                       | <b>381</b>                | <b>£3,327k</b>  |                     |                              | <b>422</b>                           | <b>409.72</b>  | <b>£3,551k</b>  |                              | <b>30.52</b>                              | <b>£224k</b>           |                              |
| <b>OVERALL TOTAL</b>               | <b>980</b>                | <b>£25,345k</b> |                     |                              | <b>1013</b>                          | <b>981.44</b>  | <b>£28,628k</b> |                              | <b>3.24</b>                               | <b>£3,283k</b>         |                              |

NOTE: In house Fostering and Kinship basic payments fund 56 weeks as carers receive two additional weeks payment during the Summer holidays, one additional week payment at Christmas and a birthday payment.

\*Represented potential growth of in-house foster placements to be managed against the LAC Placements budget but unlikely to now occur.

### 2.5.2 Key activity data to the end of January for **SEN Placements** is shown below:

| Ofsted Code                                      | BUDGET                     |                                     |                     | ACTUAL (Jan 18)          |                |                                     |                     | VARIANCE         |                |                                     |                     |
|--|----------------------------|-------------------------------------|---------------------|--------------------------|----------------|-------------------------------------|---------------------|------------------|----------------|-------------------------------------|---------------------|
|  | No. of Placements Budgeted | Total Cost to SEN Placements Budget | Average annual cost | No. of Placements Jan 18 | Yearly Average | Total Cost to SEN Placements Budget | Average Annual Cost | No of Placements | Yearly Average | Total Cost to SEN Placements Budget | Average Annual Cost |
| Autistic Spectrum Disorder (ASD)                 | 98                         | £6,165k                             | £63k                | 102                      | 100.24         | £6,784k                             | £68k                | 4                | 2.24           | £618k                               | £5k                 |
| Hearing Impairment (HI)                          | 3                          | £100k                               | £33k                | 2                        | 2.00           | £74k                                | £37k                | -1               | -1.00          | £26k                                | £4k                 |
| Moderate Learning Difficulty (MLD)               | 3                          | £109k                               | £36k                | 7                        | 5.26           | £114k                               | £22k                | 4                | 2.26           | £5k                                 | £15k                |
| Multi-Sensory Impairment (MSI)                   | 1                          | £75k                                | £75k                | 0                        | 0.00           | £0k                                 | -                   | -1               | -1.00          | £75k                                | £k                  |
| Physical Disability (PD)                         | 1                          | £19k                                | £19k                | 5                        | 3.40           | £66k                                | £19k                | 4                | 2.40           | £47k                                | £k                  |
| Profound and Multiple Learning Difficulty (PMLD) | 1                          | £41k                                | £41k                | 0                        | 0.00           | £k                                  | -                   | -1               | -1.00          | £41k                                | £k                  |
| Social Emotional and Mental Health (SEMH)        | 35                         | £1,490k                             | £43k                | 41                       | 41.91          | £2,039k                             | £49k                | 6                | 6.91           | £549k                               | £6k                 |
| Speech, Language and Communication Needs (SLCN)  | 3                          | £163k                               | £54k                | 2                        | 2.00           | £90k                                | £45k                | -1               | -1.00          | £74k                                | £10k                |
| Severe Learning Difficulty (SLD)                 | 2                          | £180k                               | £90k                | 2                        | 2.00           | £97k                                | £48k                | 0                | 0.00           | £84k                                | £42k                |
| Specific Learning Difficulty (SPLD)              | 8                          | £164k                               | £20k                | 7                        | 5.65           | £236k                               | £42k                | -1               | -2.35          | £72k                                | £21k                |
| Visual Impairment (VI)                           | 2                          | £64k                                | £32k                | 2                        | 2.00           | £57k                                | £29k                | 0                | 0.00           | £7k                                 | £4k                 |
| Recoupment                                       | -                          | -                                   | -                   | -                        | -              | £134k                               | -                   | -                | -              | £134k                               | -                   |
| <b>TOTAL</b>                                     | <b>157</b>                 | <b>£8,573k</b>                      | <b>£55k</b>         | <b>170</b>               | <b>164.46</b>  | <b>£9,423k</b>                      | <b>£58k</b>         | <b>13</b>        | <b>7.46</b>    | <b>£850k</b>                        | <b>£4k</b>          |

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

- Budgeted number of clients: this is the number of full-time equivalent (52 weeks) service users anticipated at budget setting, given budget available
- Budgeted average unit cost: this is the planned unit cost per service user per week, given the budget available
- Actual service users 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

The forecasts presented in Appendix 1 reflect the estimated impact of savings measures to take effect later in the year. The “further savings within forecast” lines within these tables reflect the remaining distance from achieving this position based on current activity levels.

### 2.5.3 Key activity data to end of January for **Adult Disability and Learning Disability** Services is shown below:

|   |             | BUDGET                                |   |                    | ACTUAL (Jan 18)                       |     |  |     | Forecast             |     |                        |
|---|-------------|---------------------------------------|---|--------------------|---------------------------------------|-----|--|-----|----------------------|-----|------------------------|
| Service Type  |             | Budgeted No. of Service Users 2017/18 | Budgeted Average Unit Cost (per week) £ | Annual Budget £000 | No. of Service Users at End of Jan 18 | DoT | Current Average Unit Cost (per week) £ | DoT | Forecast Actual £000 | DoT | Forecast Variance £000 |
| Adult Disability Services   | Residential | 31                                    | £1,121k                                 | £1,807k            | 29                                    | ↔   | £981                                   | ↓   | £1,620k              | ↓   | £-187k                 |
|   | Nursing     | 20                                    | £928k                                   | £965k              | 20                                    | ↓   | £995                                   | ↓   | £1,240k              | ↑   | £275k                  |
|   | Community   | 669                                   | £292k                                   | £10,149k           | 644                                   | ↑   | £330                                   | ↑   | £10,448k             | ↑   | £299k                  |
| <b>Total expenditure</b>  |             | <b>720</b>                            |   | <b>£12,921k</b>    | <b>692</b>                            |     |  |     | <b>£13,226k</b>      |     | <b>£305k</b>           |
| <b>Income</b>   |             |                                       |   | £-1,646k           |                                       |     |  |     | £-1,668k             | ↑   | £-22k                  |
| <b>Further savings assumed within forecast</b>                        |             |                                       |   |                    |                                       |     |  |     |                      | ↔   | £-558k                 |
| <b>Net Total</b>  |             |                                       |   | <b>£11,275k</b>    |                                       |     |  |     |                      |     | <b>£-275k</b>          |
| Learning Disability Services  | Residential | 313                                   | £1,381                                  | £22,569k           | 308                                   | ↔   | £1,368                                 | ↓   | £22,390k             | ↓   | £-179k                 |
|   | Nursing     | 8                                     | £2,133                                  | £889k              | 7                                     | ↔   | £1,842                                 | ↔   | £779k                | ↓   | £-110k                 |
|   | Community   | 1,272                                 | £616                                    | £40,626k           | 1,285                                 | ↓   | £649                                   | ↔   | £44,411k             | ↓   | £3,785k                |
| <b>Learning Disability Service Total</b>                              |             | <b>1,593</b>                          |   | <b>£64,084k</b>    | <b>1,600</b>                          |     |  |     | <b>£67,580k</b>      |     | <b>£3,496k</b>         |
| <b>Income</b>   |             |                                       |   | £-2,825k           |                                       |     |  |     | £-3,365k             | ↑   | £-540k                 |
| <b>Further savings assumed within forecast as shown in Appendix 1</b> |             |                                       |   |                    |                                       |     |  |     |                      | ↓   | £-194k                 |
| <b>Net Total</b>  |             |                                       |   |                    |                                       |     |  |     |                      |     | <b>£2,762k</b>         |

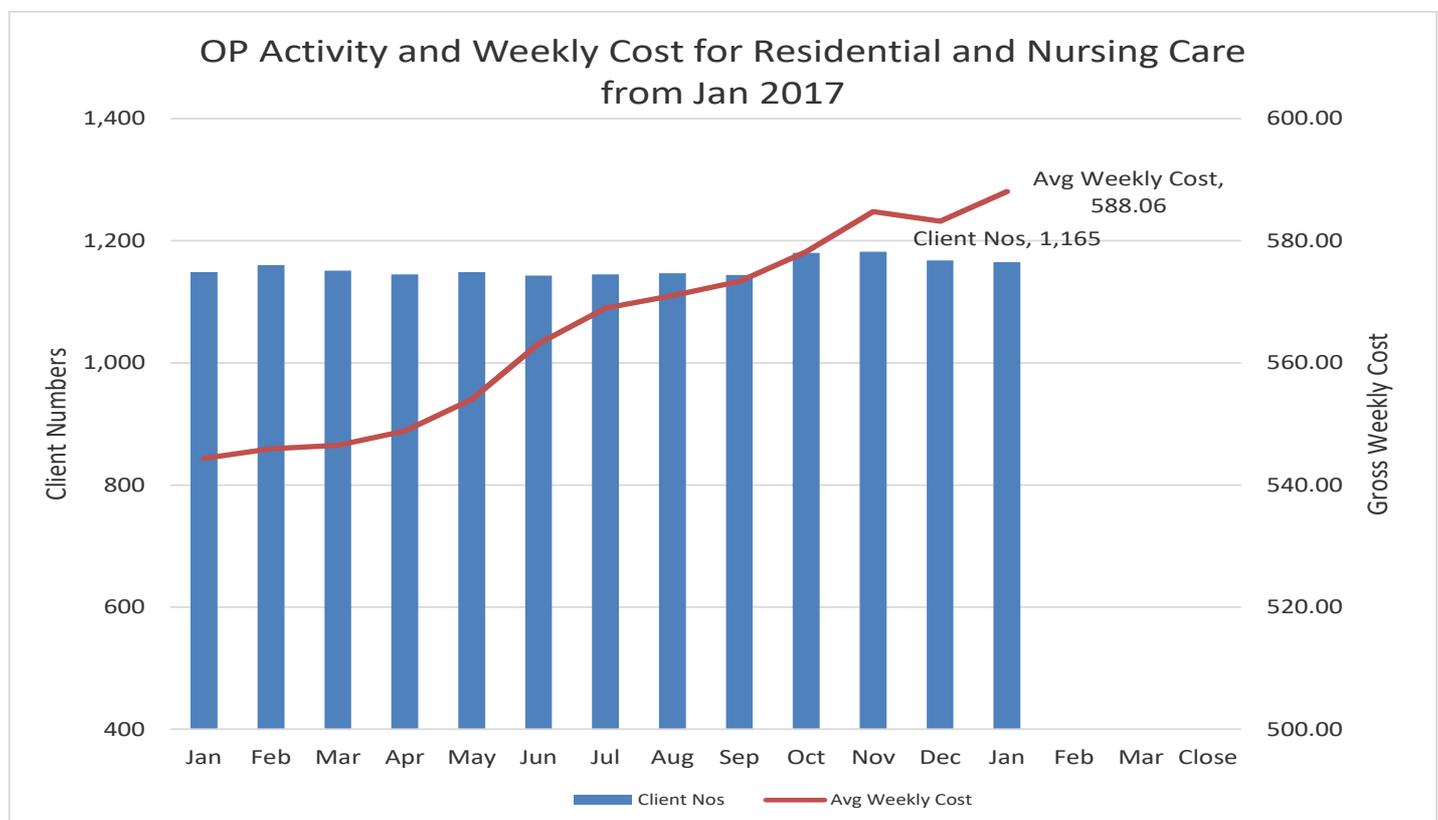
### 2.5.4 Key activity data to end of January for **Adult Mental Health Services** is shown below:

|   |                          | BUDGET                          |   |                      | ACTUAL (Jan)                                |     |  |     | FORECAST              |     |                 |
|---|--------------------------|---------------------------------|---|----------------------|---|-----|--|-----|-----------------------|-----|-----------------|
| Service Type  |                          | Budgeted No. of Clients 2017/18 | Budgeted Average Unit Cost (per week) £'s | Annual Budget £000's | Snapshot of No. of Clients at End of Jan 18 | DoT | Current Average Unit Cost (per week) £'s | DoT | Forecast Spend £000's | DoT | Variance £000's |
| Adult Mental Health   | Community based support  | 24                              | £72                                       | £90k                 | 13  | ↓   | £156                                     | ↑   | £127k                 | ↔   | £37k            |
|   | Home & Community support | 154                             | £88                                       | £709k                | 185   | ↓   | £87                                      | ↓   | £855k                 | ↓   | £146k           |
|   | Nursing Placement        | 13                              | £803                                      | £544k                | 16  | ↔   | £630                                     | ↑   | £563k                 | ↑   | £19k            |
|   | Residential Placement    | 65                              | £736                                      | £2,493k              | 72  | ↓   | £679                                     | ↓   | £2,623k               | ↓   | £130k           |
|   | Supported Accommodation  | 133                             | £119                                      | £828k                | 120   | ↑   | £165                                     | ↑   | £691k                 | ↑   | £-137k          |
|   | Direct Payments          | 20                              | £235                                      | £245k                | 13  | ↔   | £247                                     | ↑   | £179k                 | ↓   | £-66k           |
|   | Anticipated New Demand   |                                 |   |                      |   |     |  |     |                       |     | £150k           |
| <b>Income</b>   |                          |                                 |   | £-368k               |   |     |  |     | £-367k                |     | £1k             |
| <b>Adult Mental Health Total</b>                                      |                          | <b>409</b>                      |   | <b>£4,541k</b>       | <b>419</b>                                  |     |  |     | <b>£4,671k</b>        |     | <b>£280k</b>    |
| <b>Further savings assumed within forecast as shown in Appendix 1</b> |                          |                                 |   |                      |   |     |  |     |                       |     | <b>£-483k</b>   |

Direction of travel compares the current month to the previous month.

**2.5.5** Key activity data to the end of January for **Older People (OP)** Services is shown below:

| OP Total   | BUDGET                                |                                    |                          | ACTUAL (Jan 18)       |             |                                   |             | Forecast             |             |                        |
|--|---------------------------------------|------------------------------------|--------------------------|-----------------------|-------------|-----------------------------------|-------------|----------------------|-------------|------------------------|
| Service Type   | Expected No. of Service Users 2017/18 | Budgeted Average Cost (per week) £ | Gross Annual Budget £000 | Current Service Users | D<br>o<br>T | Current Average Cost (per week) £ | D<br>o<br>T | Forecast Actual £000 | D<br>o<br>T | Forecast Variance £000 |
| Residential  | 447                                   | £483                               | £11,593k                 | 450                   | ↓           | £506                              | ↑           | £12,751k             | ↓           | £1,159k                |
| Residential Dementia   | 347                                   | £536                               | £9,984k                  | 377                   | ↑           | £553                              | ↑           | £10,982k             | ↓           | £998k                  |
| Nursing  | 301                                   | £715                               | £11,694k                 | 281                   | ↓           | £724                              | ↑           | £11,293k             | ↑           | -£401k                 |
| Nursing Dementia   | 55                                    | £753                               | £2,253k                  | 57                    | ↑           | £798                              | ↑           | £2,175k              | ↔           | -£77k                  |
| Respite  |                                       |                                    | £1,303k                  |                       |             |                                   |             | £1,352k              | ↓           | £49k                   |
| Community based  |                                       |                                    |                          |                       |             |                                   |             |                      |             |                        |
| ~ Direct payments  | 248                                   | £173                               | £2,239k                  | 226                   | ↓           | £272                              | ↑           | £2,811k              | ↓           | £571k                  |
| ~ Day Care   |                                       |                                    | £941k                    |                       |             |                                   |             | £927k                | ↓           | -£14k                  |
| ~ Other Care   |                                       |                                    | £4,976k                  |                       |             |                                   |             | £4,644k              | ↑           | -£332k                 |
| ~ Homecare arranged  | 1,608                                 | per hour £15.70                    | £13,265k                 | 1,327                 | ↓           | per hour £16.09                   | ↓           | £13,726k             | ↓           | £462k                  |
| <b>Total Expenditure</b>   | <b>3,006</b>                          |                                    | <b>£58,247k</b>          | <b>2,718</b>          |             |                                   |             | <b>£60,661k</b>      |             | <b>£2,415k</b>         |
| Residential Income   |                                       |                                    | -£8,306k                 |                       |             |                                   |             | -£8,987k             | ↓           | -£681k                 |
| Community Income   |                                       |                                    | -£8,099k                 |                       |             |                                   |             | -£8,412k             | ↓           | -£313k                 |
| Health Income  |                                       |                                    | -£9k                     |                       |             |                                   |             | -£14k                | ↑           | -£5k                   |
| <b>Total Income</b>  |                                       |                                    | <b>-£16,415k</b>         |                       |             |                                   |             | <b>-£17,413k</b>     |             | <b>-£999k</b>          |
| Further Savings Assumed Within Forecast as shown within Appendix 1 |                                       |                                    |                          |                       |             |                                   |             |                      |             | £k                     |



**2.5.6 Key activity data to the end of January for Older People Mental Health (OPMH)**  
Services is shown below:

| OPMH Total   | BUDGET                                |                                    |                          | ACTUAL (Jan 18)       |             |                                   |             | Forecast             |             |                        |
|--|---------------------------------------|------------------------------------|--------------------------|-----------------------|-------------|-----------------------------------|-------------|----------------------|-------------|------------------------|
| Service Type   | Expected No. of Service Users 2017/18 | Budgeted Average Cost (per week) £ | Gross Annual Budget £000 | Current Service Users | D<br>o<br>T | Current Average Cost (per week) £ | D<br>o<br>T | Forecast Actual £000 | D<br>o<br>T | Forecast Variance £000 |
| Residential  | 14                                    | £663                               | £503k                    | 24                    | ↔           | £647                              | ↓           | £626k                | ↑           | £122k                  |
| Residential Dementia   | 28                                    | £533                               | £802k                    | 25                    | ↑           | £588                              | ↑           | £996k                | ↑           | £195k                  |
| Nursing  | 16                                    | £740                               | £610k                    | 24                    | ↔           | £689                              | ↑           | £762k                | ↑           | £152k                  |
| Nursing Dementia   | 90                                    | £747                               | £3,526k                  | 103                   | ↓           | £810                              | ↑           | £4,404k              | ↑           | £878k                  |
| Respite  |                                       |                                    | £10k                     |                       |             |                                   |             | £6k                  | ↓           | £-4k                   |
| Community based  |                                       |                                    |                          |                       |             |                                   |             |                      |             |                        |
| ~ Direct payments  | 16                                    | £207                               | £165k                    | 13                    | ↔           | £343                              | ↑           | £226k                | ↑           | £61k                   |
| ~ Day Care   |                                       |                                    | £3k                      |                       |             |                                   |             | £13k                 | ↑           | £10k                   |
| ~ Other Care   |                                       |                                    | £38k                     |                       |             |                                   |             | £45k                 | ↓           | £7k                    |
| ~ Homecare arranged  | 45                                    | <i>per hour</i><br>£15.95          | £546k                    | 52                    | ↓           | <i>per hour</i><br>£16.34         | ↑           | £627k                | ↑           | £81k                   |
| <b>Total Expenditure</b>                                       | <b>209</b>                            |                                    | <b>£6,204k</b>           | <b>241</b>            |             |                                   |             | <b>£7,706k</b>       |             | <b>£1,502k</b>         |
| Residential Income   |                                       |                                    | -£862k                   |                       |             |                                   |             | -£915k               | ↓           | -£53k                  |
| Community Income   |                                       |                                    | -£244k                   |                       |             |                                   |             | -£399k               | ↑           | -£155k                 |
| Health Income  |                                       |                                    | £k                       |                       |             |                                   |             | £k                   | ↔           | £k                     |
| <b>Total Income</b>  |                                       |                                    | <b>-£1,106k</b>          |                       |             |                                   |             | <b>-£1,314k</b>      |             | <b>-£208k</b>          |
| Further Savings Assumed Within Forecast as shown in Appendix 1 |                                       |                                    |                          |                       |             |                                   |             |                      |             | -£494k                 |

For both Older People's Services and Older People Mental Health:

- Respite care budget is based on clients receiving 6 weeks care per year instead of 52.
- Day Care OP Block places are also used by OPMH clients, therefore there is no day care activity in OPMH

Although this activity data shows current expected and actual payments made through direct payments, this in no way precludes increasing numbers of clients from converting arranged provisions into a direct payment.

### **3. BALANCE SHEET**

#### **3.1 Reserves**

A schedule of the planned use of Service reserves can be found in [appendix 5](#).

#### **3.2 Capital Expenditure and Funding**

##### 2017/18 In Year Pressures/Slippage

As at the end of January 2018 the capital programme forecast underspend continues to be zero. The level of slippage has not exceeded the Capital Variation budget of £10,305k. A forecast outturn will only be reported once slippage exceeds this level. However, in January movements on schemes have occurred totaling £698k. The significant changes are detailed below;

- North West Cambridge Primary School; £145k slippage as the scheme has not progressed to design and planning. Scheme to be rephased when further clarity is known around the commencement of the housing development.
- Ramnoth Junior School; £100k slippage due to a delay on site, actions to mitigate the delay have been taken by the contractor.
- Fulbourn Primary School; £600k accelerated spend as works are progressing ahead of original contractor programme.
- Chatteris New Primary School; £180k slippage, the withdrawal of an approved bid by the sponsor to open the new school as a Free School from September 2018 and recent demographics which show the scheme is needed less urgently than originally thought has required the re-evaluation of options for providing the additional places required. The additional places will now be delivered as an extension of the age range at Cromwell Community College and has meant a new design proposal was required and the scheme has not yet progressed beyond the concept design stage
- Cambridge Additional Places; £685k slippage due to delays in the kitchen refurbishment works at St Bede's and Chesterton element of the scheme not starting on site until next financial year.
- Spring Common Special School; £100k slippage as the SEN review is ongoing and scheme will not progress until the review is concluded and clarity over demand is known.

A detailed explanation of the position can be found in appendix 6.

### **4. PERFORMANCE**

The detailed Service performance data can be found in [appendix 7](#) along with comments about current concerns.

The performance measures included in this report are the set agreed by Committees for 2016/17. Following discussion with General Purposes Committee earlier in the current (2017/18) financial year, a revised set of measures are being developed with service leads. These will be reported from October. Following a request from CYP Committee measures in appendix 7 are now ordered by Directorate. The latest available benchmarking information has also been provided in the performance table.

Seven indicators are currently showing as RED:

- **Number of children with a Child Protection (CP) Plan per 10,000 children**

During December, we saw the numbers of children with a Child Protection plan decrease from 538 to 513.

The introduction of an Escalation Policy for all children subject to a Child Protection Plan was introduced in June. Child Protection Conference Chairs raise alerts to ensure there is clear planning for children subject to a Child Protection Plan. This has seen a decrease in the numbers of children subject to a Child Protection Plan.

- **The number of Looked After Children per 10,000 children**

The number of Looked After Children increased slightly from 701 to 703 in December. This figure includes 70 UASC, 10% of the current LAC population. There are workstreams in the LAC Strategy which aim to reduce the rate of growth in the LAC population, or reduce the cost of new placements. Some of these workstreams should impact on current commitment.

Actions being taken include:

A weekly Threshold to Resources Panel (TARP), chaired by the Assistant Director for Children's Services to review children on the edge of care, specifically looking to prevent escalation by providing timely and effective interventions. Decisions and Children's Plans are monitored via a tracker which also takes into account the children's care plan-discussed in the Permanency Monitoring Group.

A monthly Permanency Monitoring Group (PMG) considers all children who are looked after, paying attention to their care plan, ensuring reunification is considered and if this is not possible a timely plan is made for permanence via Special Guardianship Order, Adoption or Long Term Fostering.

TARP links with the monthly High Cost Placements meeting, which as of January 2018 will also be chaired by the Assistant Director for Children's Services. The panel ensures that required placements meet the child or young person's needs and are cost effective and joint funded with partners where appropriate.

At present the savings within the 2016/17 Business Plan are on track to be delivered and these are being monitored through the monthly LAC Commissioning Board. The LAC strategy and LAC action plan are being implemented as agreed by CYP Committee.

- **FSM/Non-FSM attainment gap % achieving the national standard in Reading, Writing & Maths at KS2**

Final KS2 2017 results data was published 25<sup>th</sup> January 2018. It shows that the gap in the performance of KS2 pupils eligible for FSM and those not eligible for FSM has widened by a further 9 percentage points since 2016.

The Accelerating Achievement Strategy is aimed at these groups of children and young people who are vulnerable to underachievement so that all children and young people achieve their potential.

- **FSM/non-FSM attainment gap % achieving 5+A\*-C at GCSE including Maths and English**

All services for children and families will work together with schools and parents to do all they can to eradicate the achievement gap between vulnerable groups of children and young people and their peers.

The 2016 data shows that there is a significant gap in the performance of pupils eligible for FSM in the KS4 tests. Cambridgeshire's gap is currently wider than seen nationally. 2017 data is expected to be released imminently.

- **Proportion of Adults with Learning Disabilities in paid employment**

Performance remains low. As well as a requirement for employment status to be recorded, unless a service user has been assessed or reviewed in the year, the information cannot be considered current. Therefore this indicator is also dependant on the review/assessment performance of LD teams – and there are currently 50 service users identified as being in employment yet to be reviewed in the current year). (N.B: This indicator is subject to a cumulative effect as clients are reviewed within the period.)

- **BCF Average number of bed-day delays, per 100,000 of population per month (aged 18+) – YTD**

As of the end of November 2017 there were 5,268 adult social care bed-day delays reported in the Cambridgeshire system, an increase of around 12% in comparison with the same 6 month period in the previous financial year.

Lack of capacity in home care packages and nursing and residential beds is the main driver of bed-day delays for which the Council has responsibility. An increase in admissions and an increase in the level of complexity since last year has compounded the effect of lack of capacity in these areas.

- **Average number of ASC attributable bed-day delays per 100,000 population per month (aged 18+) – YTD**

In November 2017 there were 680 ASC- attributable bed-day delays recorded in Cambridgeshire. For the same period the previous year there were 991 delays – a reduction of 31%. The Council is continuing to invest considerable amounts of staff and management time into improving processes, identifying clear performance targets and clarifying roles & responsibilities. We continue to work in collaboration with health colleagues to ensure correct and timely discharges from hospital.

Delays in arranging residential, nursing and domiciliary care for patients being discharged from Addenbrooke's remain the key drivers of ASC bed-day delays.

## **5. P&C PORTFOLIO**

The P&C Portfolio performance data can be found in [appendix 8](#) along with comments about current issues.

The programmes and projects within the P&C portfolio are currently being reviewed to align with the business planning proposals.

## APPENDIX 1 – P&C Service Level Budgetary Control Report

| Forecast Variance   | Outturn (Dec) | Service  | Current Budget for 2017/18 | Expected to end of Jan | Actual to end of Jan | Current Variance |           | Forecast Variance Outturn (Jan) |           |
|---|---------------|--|----------------------------|------------------------|----------------------|------------------|-----------|---------------------------------|-----------|
|   |               |  |                            |                        |                      | £'000            | %         | £'000                           | %         |
| <b>Adults &amp; Safeguarding Directorate</b>                |               |  |                            |                        |                      |                  |           |                                 |           |
| -391  | 1             | Strategic Management - Adults                      | 3,502                      | 7,583                  | 3,972                | -3,611           | -48%      | -4,067                          | -116%     |
| 60  |               | Principal Social Worker, Practice and Safeguarding | 1,372                      | 1,147                  | 1,081                | -65              | -6%       | 62                              | 4%        |
| -124  | 2             | Autism and Adult Support                           | 835                        | 600                    | 532                  | -69              | -11%      | -130                            | -16%      |
| -35   | 3             | Carers   | 706                        | 585                    | 521                  | -65              | -11%      | -122                            | -17%      |
| <b><u>Learning Disability Services</u></b>                  |               |  |                            |                        |                      |                  |           |                                 |           |
| -106  | 4             | LD Head of Service                                 | 5,625                      | 3,974                  | 3,912                | -62              | -2%       | -35                             | -1%       |
| 424   | 4             | LD - City, South and East Localities               | 33,562                     | 30,022                 | 30,651               | 629              | 2%        | 666                             | 2%        |
| 1,598   | 4             | LD - Hunts & Fenland Localities                    | 27,148                     | 22,814                 | 24,385               | 1,571            | 7%        | 1,843                           | 7%        |
| 32  | 4             | LD - Young Adults                                  | 4,258                      | 3,318                  | 3,337                | 19               | 1%        | 0                               | 0%        |
| 442   | 4             | In House Provider Services                         | 5,519                      | 4,733                  | 5,099                | 366              | 8%        | 443                             | 8%        |
| 0   |               | NHS Contribution to Pooled Budget                  | -17,113                    | -17,113                | -17,113              | 0                | 0%        | 0                               | 0%        |
| <b><u>Older People and Physical Disability Services</u></b> |               |  |                            |                        |                      |                  |           |                                 |           |
| 1,067   | 5             | OP - City & South Locality                         | 19,068                     | 16,536                 | 17,296               | 760              | 5%        | 907                             | 5%        |
| 146   | 5             | OP - East Cambs Locality                           | 6,024                      | 5,318                  | 5,429                | 111              | 2%        | -17                             | 0%        |
| 261   | 5             | OP - Fenland Locality                              | 9,001                      | 7,647                  | 7,846                | 199              | 3%        | 324                             | 4%        |
| 384   | 5             | OP - Hunts Locality                                | 12,459                     | 10,680                 | 11,007               | 327              | 3%        | 217                             | 2%        |
| 0   |               | Discharge Planning Teams                           | 2,189                      | 1,827                  | 1,775                | -53              | -3%       | 0                               | 0%        |
| 51  |               | Shorter Term Support and Maximising Independence   | 7,131                      | 5,749                  | 5,766                | 17               | 0%        | 51                              | 1%        |
| -150  | 6             | Physical Disabilities                              | 11,818                     | 10,865                 | 10,829               | -36              | 0%        | -139                            | -1%       |
| <b><u>Mental Health</u></b>                                 |               |  |                            |                        |                      |                  |           |                                 |           |
| -105  | 7             | Mental Health Central                              | 1,363                      | 1,205                  | 1,221                | 16               | 1%        | -105                            | -8%       |
| -132  | 8             | Adult Mental Health Localities                     | 6,008                      | 4,983                  | 5,047                | 63               | 1%        | -197                            | -3%       |
| 729   | 8             | Older People Mental Health                         | 5,836                      | 5,407                  | 5,922                | 516              | 10%       | 743                             | 13%       |
| <b>4,151</b>  |               | <b>Adult &amp; Safeguarding Directorate Total</b>  | <b>146,310</b>             | <b>127,882</b>         | <b>128,515</b>       | <b>633</b>       | <b>0%</b> | <b>442</b>                      | <b>0%</b> |
| <b>Commissioning Directorate</b>                            |               |  |                            |                        |                      |                  |           |                                 |           |
| -154  | 9             | Strategic Management – Commissioning               | 2,551                      | 1,977                  | 1,724                | -254             | -13%      | -154                            | -6%       |
| -61   |               | Access to Resource & Quality                       | 1,039                      | 729                    | 694                  | -35              | -5%       | -61                             | -6%       |
| -28   |               | Local Assistance Scheme                            | 321                        | 321                    | 292                  | -29              | -9%       | -28                             | -9%       |
| <b><u>Adults Commissioning</u></b>                          |               |  |                            |                        |                      |                  |           |                                 |           |
| -36   | 10            | Central Commissioning - Adults                     | 13,494                     | 8,478                  | 8,424                | -53              | -1%       | 145                             | 1%        |
| -20   |               | Integrated Community Equipment Service             | 711                        | 1,961                  | 1,953                | -8               | 0%        | -30                             | -4%       |
| 25  |               | Mental Health Voluntary Organisations              | 3,889                      | 3,229                  | 3,212                | -17              | -1%       | 59                              | 2%        |
| <b><u>Childrens Commissioning</u></b>                       |               |  |                            |                        |                      |                  |           |                                 |           |
| -21   |               | Commissioning Services                             | 2,569                      | 1,919                  | 1,889                | -30              | -2%       | -21                             | -1%       |
| 380   | 11            | Home to School Transport – Special                 | 8,008                      | 5,471                  | 5,790                | 319              | 6%        | 420                             | 5%        |
| 500   | 12            | LAC Transport                                      | 1,126                      | 803                    | 1,220                | 417              | 52%       | 500                             | 44%       |
| <b>584</b>  |               | <b>Commissioning Directorate Total</b>             | <b>33,708</b>              | <b>24,888</b>          | <b>25,197</b>        | <b>309</b>       | <b>1%</b> | <b>829</b>                      | <b>2%</b> |

| Forecast Variance Outturn (Dec) £'000 | Service | Current Budget for 2017/18 £'000 | Expected to end of Jan £'000 | Actual to end of Jan £'000 | Current Variance |   | Forecast Variance Outturn (Jan) |   |
|---------------------------------------|---------|----------------------------------|------------------------------|----------------------------|------------------|---|---------------------------------|---|
|                                       |         |                                  |                              |                            | £'000            | % | £'000                           | % |

### Communities & Safety Directorate

|             |   |              |              |              |             |            |             |            |
|-------------|---|--------------|--------------|--------------|-------------|------------|-------------|------------|
| 0           | Strategic Management - Communities & Safety       | 72           | 112          | 166          | 54          | 48%        | -27         | -38%       |
| -103        | <sup>13</sup> Youth Offending Service             | 1,618        | 1,154        | 980          | -174        | -15%       | -107        | -7%        |
| -10         | Central Integrated Youth Support Services         | 448          | -246         | -228         | 18          | -7%        | -10         | -2%        |
| 0           | Safer Communities Partnership                     | 1,589        | 1,278        | 1,301        | 23          | 2%         | 0           | 0%         |
| 0           | Strengthening Communities                         | 484          | 383          | 385          | 2           | 1%         | 0           | 0%         |
| 0           | Adult Learning & Skills                           | 2,632        | 2,103        | 1,961        | -142        | -7%        | 0           | 0%         |
| 0           | Learning Centres                                  | 0            | 0            | -2           | -2          | 0%         | 0           | 0%         |
| <b>-113</b> | <b>Communities &amp; Safety Directorate Total</b> | <b>6,844</b> | <b>4,785</b> | <b>4,563</b> | <b>-222</b> | <b>-5%</b> | <b>-144</b> | <b>-2%</b> |

### Children & Safeguarding Directorate

|              |  |                |               |               |              |           |              |           |
|--------------|--|----------------|---------------|---------------|--------------|-----------|--------------|-----------|
| 1,022        | <sup>14</sup> Strategic Management – Children & Safeguarding | 3,575          | 3,976         | 4,663         | 686          | 17%       | 822          | 23%       |
| 94           | Partnerships and Quality Assurance                           | 1,892          | 1,478         | 1,546         | 68           | 5%        | 91           | 5%        |
| 406          | <sup>15</sup> Children in Care                               | 13,023         | 11,258        | 11,785        | 527          | 5%        | 557          | 4%        |
| -98          | Integrated Front Door  | 2,788          | 2,384         | 2,349         | -35          | -1%       | -98          | -4%       |
| 0            | Children's Centre Strategy                                   | 317            | 271           | 259           | -12          | -4%       | 0            | 0%        |
| -15          | Support to Parents   | 2,973          | 1,326         | 1,345         | 19           | 1%        | 0            | 0%        |
| 2,949        | <sup>16</sup> Looked After Children Placements               | 17,344         | 13,225        | 15,790        | 2,565        | 19%       | 3,249        | 19%       |
| 576          | <sup>17</sup> Adoption Allowances                            | 4,406          | 3,731         | 4,298         | 568          | 15%       | 576          | 13%       |
| 600          | <sup>18</sup> Legal Proceedings                              | 1,540          | 1,128         | 1,724         | 596          | 53%       | 686          | 45%       |
|              | <u>SEND Specialist Services (0-25 years)</u>                 |                |               |               |              |           |              |           |
| 54           | SEND Specialist Services                                     | 7,429          | 6,522         | 6,587         | 65           | 1%        | 72           | 1%        |
| 168          | <sup>19</sup> Children's Disability Service                  | 6,527          | 6,209         | 6,369         | 160          | 3%        | 168          | 3%        |
| 200          | <sup>20</sup> High Needs Top Up Funding                      | 13,573         | 12,506        | 12,738        | 233          | 2%        | 200          | 1%        |
| 850          | <sup>21</sup> Special Educational Needs Placements           | 8,973          | 8,338         | 8,875         | 537          | 6%        | 850          | 9%        |
| 88           | Early Years Specialist Support                               | 965            | 483           | 475           | -8           | -2%       | 88           | 9%        |
| 600          | <sup>22</sup> Out of School Tuition                          | 1,119          | 546           | 1,089         | 543          | 99%       | 636          | 57%       |
|              | <u>District Delivery Service</u>                             |                |               |               |              |           |              |           |
| 47           | Safeguarding Hunts and Fenland                               | 4,913          | 4,035         | 4,075         | 40           | 1%        | 47           | 1%        |
| -90          | Safeguarding East & South Cambs and Cambridge                | 4,403          | 3,441         | 3,365         | -76          | -2%       | -90          | -2%       |
| -28          | Early Help District Delivery Service – North                 | 4,443          | 3,722         | 3,627         | -96          | -3%       | -29          | -1%       |
| -49          | Early Help District Delivery Service – South                 | 5,060          | 3,867         | 3,723         | -144         | -4%       | -58          | -1%       |
| <b>7,375</b> | <b>Children &amp; Safeguarding Directorate Total</b>         | <b>105,263</b> | <b>88,446</b> | <b>94,683</b> | <b>6,237</b> | <b>7%</b> | <b>7,767</b> | <b>7%</b> |

| Forecast<br>Variance<br>Outturn<br>(Dec)<br>£'000 | Service  | Current<br>Budget<br>for<br>2017/18<br>£'000 | Expected<br>to end<br>of Jan<br>£'000 | Actual<br>to end<br>of Jan<br>£'000 | Current<br>Variance |             | Forecast<br>Variance<br>Outturn<br>(Jan) |            |  |
|---|--|--|---------------------------------------|-------------------------------------|---------------------|-------------|--|------------|--|
|   |  |  |                                       |                                     | £'000               | %           | £'000                                    | %          |  |
| <b>Education Directorate</b>                      |  |  |                                       |                                     |                     |             |  |            |  |
| -30   | Strategic Management - Education                 | 652  | 197                                   | 195                                 | -2                  | -1%         | -30                                      | -5%        |  |
| -35   | Early Years' Service                             | 1,414  | 1,072                                 | 992                                 | -80                 | -7%         | -20                                      | -1%        |  |
| 0   | Schools Curriculum Service                       | 58   | -48                                   | -54                                 | -6                  | 13%         | 0  | 0%         |  |
| 0   | Schools Intervention Service                     | 1,077  | 802                                   | 890                                 | 88                  | 11%         | 10                                       | 1%         |  |
| -52   | Schools Partnership Service                      | 806  | 744                                   | 614                                 | -131                | -18%        | -52                                      | -6%        |  |
| 26  | Children's' Innovation &<br>Development Service  | 185  | 144                                   | 10                                  | -133                | -93%        | 8  | 4%         |  |
| 0   | Teachers' Pensions & Redundancy                  | 2,936  | 2,242                                 | 2,204                               | -38                 | -2%         | -75                                      | -3%        |  |
| <u>Infrastructure</u>                             |  |  |                                       |                                     |                     |             |  |            |  |
| 0   | 0-19 Organisation & Planning                     | 3,683  | 2,400                                 | 2,385                               | -15                 | -1%         | 0  | 0%         |  |
| 0   | Early Years Policy, Funding &<br>Operations      | 90   | 75                                    | 66                                  | -9                  | -12%        | 0  | 0%         |  |
| -68   | Education Capital                                | 160  | 537                                   | 748                                 | 211                 | 39%         | -68                                      | -43%       |  |
| 0   | Home to School/College Transport<br>– Mainstream | 8,972  | 6,395                                 | 6,385                               | -10                 | 0%          | 0  | 0%         |  |
| <b>-159</b>                                       | <b>Education Directorate Total</b>               | <b>20,031</b>                                | <b>14,559</b>                         | <b>14,436</b>                       | <b>-124</b>         | <b>-1%</b>  | <b>-227</b>                              | <b>-1%</b> |  |
| <b>Executive Director</b>                         |  |  |                                       |                                     |                     |             |  |            |  |
| -3,101  | <sup>23</sup> Executive Director                 | 416  | 379                                   | 493                                 | 114                 | 30%         | 119                                      | 29%        |  |
| -215  | <sup>24</sup> Central Financing                  | -523   | -857                                  | -891                                | -34                 | 4%          | -215                                     | -41%       |  |
| <b>-3,316</b>                                     | <b>Executive Director Total</b>                  | <b>-107</b>                                  | <b>-479</b>                           | <b>-398</b>                         | <b>80</b>           | <b>-17%</b> | <b>-96</b>                               | <b>90%</b> |  |
| <b>8,522</b>                                      | <b>Total</b>                                     | <b>312,047</b>                               | <b>260,081</b>                        | <b>266,995</b>                      | <b>6,914</b>        | <b>3%</b>   | <b>8,571</b>                             | <b>3%</b>  |  |
| <b>Grant Funding</b>                              |  |  |                                       |                                     |                     |             |  |            |  |
| -1,743  | <sup>25</sup> Financing DSG                      | -40,018                                      | -32,300                               | -33,348                             | -1,048              | 3%          | -1,797                                   | -4%        |  |
| 0   | Non Baselined Grants                             | -32,525                                      | -22,098                               | -22,098                             | 0                   | 0%          | 0  | 0%         |  |
| <b>-1,743</b>                                     | <b>Grant Funding Total</b>                       | <b>-72,543</b>                               | <b>-54,398</b>                        | <b>-55,446</b>                      | <b>-1,048</b>       | <b>2%</b>   | <b>-1,797</b>                            | <b>2%</b>  |  |
| <b>6,779</b>                                      | <b>Net Total</b>                                 | <b>239,504</b>                               | <b>205,683</b>                        | <b>211,549</b>                      | <b>5,866</b>        | <b>3%</b>   | <b>6,774</b>                             | <b>3%</b>  |  |

## APPENDIX 2 – Commentary 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.

| Service  | Current Budget | Actual        | Forecast Variance Outturn |              |
|--|----------------|---------------|---------------------------|--------------|
|  | £'000          | £'000         | £'000                     | %            |
| <b>1) Strategic Management – Adults</b>  | <b>3,502</b>   | <b>3,972</b>  | <b>-4,067</b>             | <b>-116%</b> |
| <p>An underspend of £4,067k is forecast for Strategic Management – Adults. The large increase is due to the changing of reporting lines, with a forecast underspend previously reported under the Executive Director line now reported here. The forecast underspend is due primarily to assumptions around the ability to re-prioritise grant funded activity (Improved Better Care Fund (iBCF), in response to Adults Services pressures as these emerge, this relates particularly to an increased performance in delayed transfers of care (DTC), bringing with it an increased need for the delivery of complex packages of care for older people.</p> <p>In addition, it is expected that vacancy savings across Adults and Safeguarding will over-deliver, and efficiencies have been made within Adults transport services.</p>  |                |               |                           |              |
| <b>2) Autism &amp; Adult Support</b>   | <b>835</b>     | <b>532</b>    | <b>-130</b>               | <b>-16%</b>  |
| <p>The Autism and Adult Support Team is forecast to be -£130k underspent at the end of the year, an increase in the underspend of £6k since December. The underspend is due to lower than expected service-user needs, and efficiencies that have been made in existing care packages as a result of shorter-term interventions being put in place in line with the Transforming Lives approach.</p>   |                |               |                           |              |
| <b>3) Carers</b>   | <b>706</b>     | <b>521</b>    | <b>-122</b>               | <b>-17%</b>  |
| <p>The Carers service is expected to be -£122k underspent at the end of the year. The underspend is due to lower levels of direct payments to carers than was expected at the start of the year. Uptake of direct payments has increased since last year, and good progress was made in the first half of the year.</p>  |                |               |                           |              |
| <b>4) LD – Overall LDP Position</b>  | <b>76,111</b>  | <b>67,385</b> | <b>2,917</b>              | <b>4%</b>    |
| <p>At the end of January, the Learning Disability Partnership is forecasting to be £2,917k over budget at year-end, which is an increase of £528k from the previous month.</p> <p>Demand pressures are higher than expected, despite positive work that has reduced the overall number of people in high-cost out-of-area in-patient placements. New package costs and increases in the costs of existing packages were higher than expected in the final months of 2016/17 and have continued to be high in 2017/18 due to increased needs being identified at reassessment that we have a statutory duty to meet.</p> <p>Following a review of savings delivery for the first three quarters of the year, Business Plan savings are now expected to under-deliver by approximately £1,604k. This is an increase in the forecast under-delivery of £571k and reflects both further slippage on planned work and a lower level of delivery per case than anticipated. This is partially due to the need to devote energy to fee uplift negotiations with providers, which is expected to deliver reduced costs, offsetting the lower savings, as well as staff retention, and out of area CCGs not engaging as we would expect contributing to delays in reaching savings. It is expected that the majority of the work not undertaken this year will be done in 2018/19 instead, delivering some of the planned savings in that year. Overall, £3.1m of savings have been delivered so far this year.</p> <p>The predicted pressure has been partially mitigated by a number of actions:</p> <ul style="list-style-type: none"> <li>• The dedicated reassessment and brokerage capacity funded by the Transformation Fund is continuing to explore additional workstreams to deliver further savings, and is providing key expertise in negotiating with providers to avoid increases in costs and to rationalise existing arrangements.</li> </ul> |                |               |                           |              |

| Service | Current Budget for 2017/18 | Actual | Forecast Variance Outturn |   |
|---------|----------------------------|--------|---------------------------|---|
|         | £'000                      | £'000  | £'000                     | % |

**LD – Overall LDP Position continued;**

- Using this expertise to share learning with existing social work teams in a different way of working to deliver efficiencies as part of business as usual work, and bringing forward the recruitment of additional brokerage capacity.
- Bringing forward work to look at high-cost out-of-county placements and review whether cheaper, more effective, and in-county placements can be found.
- Requests from providers regarding National Living Wage pressures and other uplifts are being actively managed and scrutinised – it is expected that the budget for uplifts will underspend by around £100k as a result.
- Reviewing the utilisation of staff to reduce reliance on agency staff and overtime working in the in-house provider services.
- Reviewing the level of direct payments clawed-back due to under-use and factoring in some over-recovery against the predicted level.

In House Providers Services continues to have a pressure resulting mainly from the level of slippage on staff costs as a result of vacancies not being as high as expected. The provider units have managed with reducing budgets for several years, with a reduction of 6.4% in 2017/18. Staffing levels are being reviewed by the units in order to ensure staff members are being used as efficiently as possible, but a minimum level of staffing is required in units to ensure safe service delivery and to meet the regulatory standards of the Care Quality Commission.

|                                   |               |               |              |           |
|-----------------------------------|---------------|---------------|--------------|-----------|
| <b>5) Older People's Services</b> | <b>46,552</b> | <b>41,578</b> | <b>1,431</b> | <b>3%</b> |
|-----------------------------------|---------------|---------------|--------------|-----------|

An overspend of £1.431m is forecast for year-end across Older People's Locality teams, which is an improvement of £427k on the position reported last month. The cost of care is forecast to be £2.5m in excess of budget, while income from client contributions has mitigated this position somewhat with a £1.0m overachievement of income forecast. Further mitigation is found through an underspend of £106k on block beds.

The improvement in the forecast outturn reflects a reduction in the number of service users receiving care from the Council over the last couple of months; there has been an increase in the number of placements ending due to deaths and hospital admissions. However, it should be noted that we have not yet seen the effect of a recent increase in the number of hospital discharges on the budget. An allowance for this has been made in the forecast, the position should be clearer next month.

The preventative measures of adult early help services have been successful in reducing the number of service users with low care needs and we continue to see a reduction in the overall number of people requiring financial support from the Council. However, we are still seeing an increase in commitments on the residential and nursing budgets, as the service users who do come to us requiring care have a higher level of need. This, together with the increasing cost of care packages is putting pressure on the budget. Senior managers have reviewed and tightened the process for ensuring that all care home placements are necessary and are confident that all placements are appropriate.

The block underspend is due to a lower rate of activation of block placements than anticipated, as lower cost spot placements can still be found in some localities.

There are potentially further savings to be made from negotiating Continuing Health Care funding from the CCG, although assumptions have been built in about expectations over the remainder of the financial year. However, progress with completing reviews and dealing with the backlog has been slow and there is a large backlog of service users awaiting CHC funding that may not be cleared this year.

| Service   | Current Budget for 2017/18 | Actual        | Forecast Variance Outturn |            |
|---|----------------------------|---------------|---------------------------|------------|
|   | £'000                      | £'000         | £'000                     | %          |
| <b>6) Physical Disabilities</b>   | <b>11,818</b>              | <b>10,829</b> | <b>-139</b>               | <b>-1%</b> |
| <p>The Physical Disability Service is forecast to be -£139k underspent at year-end. The overall underspend forecast is mainly due to the over-achievement of savings in 2016/17, which reduced the budget requirement in 2017/18. This has been offset in October by revised forecasts of demographic pressures for the full year, as a result of larger than predicted changes to service-user numbers and the complexity of care provided.</p> <p>This forecast position assumes NHS funding (CHC) for service-users with health needs comes in at expected levels.</p>   |                            |               |                           |            |
| <b>7) Mental Health Central</b>   | <b>1,363</b>               | <b>1,221</b>  | <b>-105</b>               | <b>-8%</b> |
| <p>Mental Health Central is forecasting an underspend of £105k. One-off costs are partially offsetting the previously reported efficiency on the Section 75 contract value, which has been updated in line with the restructure of Mental Health Services undertaken during 2016/17.</p>  |                            |               |                           |            |
| <b>8) Mental Health Services</b>  | <b>11,844</b>              | <b>10,969</b> | <b>545</b>                | <b>5%</b>  |
| <p>Mental Health Services are forecasting to be £545k over budget across Adult Mental Health and Older People Mental Health.</p> <p>Increases in care commitments in the last quarter of 2016/17 resulted in a £360k pressure on the budget at the start of the year. Demand pressures have continued into the current year; Quality and Assurance panel is well established and CPFT continue to scrutinize packages before funding is approved, but savings delivery to date has been significantly impacted.</p> <p>It is expected that pace of savings delivery will increase through securing appropriate funding for service users with health needs, and further mitigation is expected from writing-back a short-term provision that is no longer required.</p> <p>Longer term mitigating actions include:</p> <ul style="list-style-type: none"> <li>• stepping up strategies for move on;</li> <li>• working with the new provider of supported accommodation to increase thresholds thereby reducing the use of more expensive residential care in adult mental health.</li> </ul> <p>A mitigating underspend has been identified through efficiencies achieved on the Section 75 contract, as reported under Mental Health Central.</p> |                            |               |                           |            |
| <b>9) Strategic Management - Commissioning</b>  | <b>2,551</b>               | <b>1,724</b>  | <b>-154</b>               | <b>-6%</b> |
| <p>Strategic Management Commissioning is expected to be £154k underspent at the end of 2017/18.</p> <p>The Grants to Voluntary Organisations budget is forecasting an underspend of £195k, which is due to the Home Start/Community Resilience Grant where the re-commissioning of this service ceased in 16/17 (£168k), and £27k has been identified in relation to an underspend in Small Grants in 2017/18. This has therefore reduced the 2017/18 committed expenditure. This underspend is partially offset by interim management costs that were incurred pending the outcome of the new Commissioning Directorate consultation.</p>  |                            |               |                           |            |
| <b>10) Central Commissioning – Adults</b>   | <b>13,494</b>              | <b>8,424</b>  | <b>145</b>                | <b>1%</b>  |
| <p>Central Commissioning – Adults is forecasting a pressure of £145k mainly due to lower than expected income from the NHS for Funded Nursing Care. This is a flat daily rate paid to the Council by the NHS for in-county nursing placements. While the overall number of nursing placements has increased in year, they are proportionately more out-of-county, resulting in lower than expected FNC.</p>   |                            |               |                           |            |

| Service  | Current Budget for 2017/18 | Actual       | Forecast Variance Outturn |            |
|--|----------------------------|--------------|---------------------------|------------|
|  | £'000                      | £'000        | £'000                     | %          |
| <b>11) Home to School Transport – Special</b>  | <b>8,008</b>               | <b>5,790</b> | <b>420</b>                | <b>5%</b>  |
| <p>The Home to School Transport – Special Budget is forecasting to be £420k over budget at year-end. This is due to a higher than expected number of transport applications from children attending special schools, with an increase of 8% in the number of Cambridgeshire pupils attending Special Schools in the Autumn Term of Academic Year 17/18 compared to Autumn Term 16/17.</p> <p>While savings have been made through successful routes retenders, savings activities around Independent Travel Training and Personal Transport Budgets (PTB) have not been achieved.</p> <p>Mitigating actions being taken include:</p> <ul style="list-style-type: none"> <li>• A detailed review of children and young people currently travelling in high-cost single occupancy taxis to assess whether more cost-effective options are available</li> <li>• A strictly time limited review of the PTB scheme looking at the current criteria, decision-making, reporting and monitoring processes and how these can be improved to deliver the planned savings.</li> <li>• A working group has been established to relaunch the plan to roll out independent travel training with the first group of children and young people being able to travel independently from September 2018</li> </ul> <p>Due to the length of existing contracts and the structure of the academic year it is unlikely that the current pressure will be reduced within 2017/18, however these actions will ensure that the pressure is reduced in financial year 2018/19.</p> |                            |              |                           |            |
| <b>12) LAC Transport</b>   | <b>1,126</b>               | <b>1,220</b> | <b>500</b>                | <b>44%</b> |
| <p>The LAC Transport budget is forecasting to be £500k over budget at year-end. The overall increase in Looked after Children has meant that more children are requiring Home to School Transport. Many of these children are placed out of county and/or at a significant distance away from their schools leading to high transport costs.</p> <p>It has been agreed with the Head of Countywide and Looked After Children Services that activities to mitigate the pressure will include:</p> <ul style="list-style-type: none"> <li>• Case-by-case reviews of the most expensive cohorts of Looked After Children transport to identify savings reductions, particularly targeting high-cost single occupancy taxi journeys and encouraging more children to walk shorter journeys.</li> <li>• Route reviews to identify opportunities for shared vehicles, routes and providers, including across different client groups e.g. mainstream, SEND, or Adult transport, reducing any duplication and opportunities for better use of volunteer drivers.</li> <li>• Further activity to ensure the Council's policies around transport provision are implemented fully across the board, with joined-up decisions across social care and transport.</li> </ul> <p>Due to the length of existing contracts and the structure of the academic year it is highly unlikely that the current pressure will be reduced within 2017/18, however these actions will ensure that the pressure is reduced in financial year 2018/19.</p>                            |                            |              |                           |            |
| <b>13) Youth Offending Service</b>   | <b>1,618</b>               | <b>980</b>   | <b>-107</b>               | <b>-7%</b> |
| <p>The Youth Offending Service are forecasting an under spend of £107k, an increase of £4k from December. Based on low incidents of secure remand for young offenders in recent years, the YOS remand equalisation earmarked reserve has been reduced, creating a non-recurrent underspend of £90k this year. The remaining £17k underspend is across a number of non-pay budgets, including staff training.</p>   |                            |              |                           |            |

| Service   | Current Budget for 2017/18 | Actual       | Forecast Variance Outturn |            |
|---|----------------------------|--------------|---------------------------|------------|
|   | £'000                      | £'000        | £'000                     | %          |
| <b>14) Strategic Management – Children &amp; Safeguarding</b> | <b>3,575</b>               | <b>4,663</b> | <b>822</b>                | <b>23%</b> |

The Children and Safeguarding Director budget is forecasting an £822k over spend. This is a decrease of -£200k since last month following a review of actual and estimated vacancy savings within the service.

The Children's Change Programme (CCP) is on course to deliver savings of £669k in 2017/18 to be achieved by integrating children's social work and children's early help services in to a district-based delivery model. However, historical unfunded pressures of £886k still remain. These consist of £706k around the use of agency staffing and unfunded posts of £180k. The Business Support service pressure of £245k is now being managed in year and managed out entirely by 2018/19. Agency need has been reduced based on a 15% usage expectation in 2017/18 but use of agency staff remains necessary to manage current caseloads. All local authorities have agency social workers, many with a much higher % and therefore a budget to accommodate this need is necessary.

A further cost of £336k is due to the service not being awarded an expected grant from the DFE, anticipation of this grant had been built in as an income stream and this has now resulted in a shortfall in the required staffing budget.

The service is estimated to exceed its vacancy saving target by £400k.

Actions being taken:

A business support review is underway to ensure we use that resource in the most effective manner in the new structure. All the budget pressures continue to be monitored and reviewed at the workforce work stream project meetings, by Senior Management Team and at the P&C Delivery Board with any residual pressures being managed as part of the 2018/19 Business Planning round.

|                             |               |               |            |           |
|-----------------------------|---------------|---------------|------------|-----------|
| <b>15) Children in Care</b> | <b>13,023</b> | <b>11,785</b> | <b>557</b> | <b>4%</b> |
|-----------------------------|---------------|---------------|------------|-----------|

The Children in Care policy line is forecasting to be £557k over budget at year-end. This is an increase of £150k since last month due to increases across both the under 18 & over 18 Unaccompanied Asylum Seeking Children and 14-25 LAC Team budgets mainly due to the number of clients being supported and latest income expectations from the Home Office, together with an increase in the in-house fostering forecast due to additional placements being made.

The 14- 25 Team 4 is forecasting to be £179k over budget. This is due to a forecast shortfall between the grant received from the Home Office for former looked after unaccompanied asylum seeking young people who are now over 18 and the costs incurred in supporting them. The local authority has a duty to support this cohort of young people as care leavers. Pending young people being granted an asylum seeking status as young adults, they are not able to claim benefits or obtain housing and require support from the local authority until the Home Office has made a decision.

Currently it is forecast that the local authority has to support them for up to six months after their 18th birthday. Cambridgeshire has seen an increase in the size of this cohort in this financial year as a number of looked after children (including those newly arrived in Cambridgeshire this year) have turned 18.

The Supervised Contact team is forecasting to be £275k over budget. This is due to the use of additional relief staff and external agencies to cover the current 204 Supervised Contact Cases which equate to approximately 140 supervised contact sessions a week.

Actions being taken:

The local authority continues to liaise closely with the Home Office to advocate that decisions for individual young people are expedited in a timely way.

In Supervised Contact we have implemented a systemic review of all supervised contact taking place across the service to ensure better use of staff time and costs. Despite this, resources remain stretched and the service are exploring other avenues to better manage the current caseloads.

| Service                                     | Current Budget for 2017/18 | Actual        | Forecast Variance Outturn |            |
|---|----------------------------|---------------|---------------------------|------------|
|   | £'000                      | £'000         | £'000                     | %          |
| <b>16) Looked After Children Placements</b> | <b>17,344</b>              | <b>15,790</b> | <b>3,249</b>              | <b>19%</b> |

A pressure of £3.2m is being forecast, which is an increase of £0.3m from what was reported in December. The majority of this increase is the result of delayed savings that were forecast for planned placement moves (these have been delayed from the original planned move date) and 1 new high cost secure accommodation placement that has recently been commissioned.

It is positive that the overall numbers of looked after children have increased only slowly throughout the year. This demonstrates that demand management activity is having positive impact on numbers of Looked After Children and of external placements.

Overall LAC numbers at the end of January 2018, including placements with in-house foster carers, residential homes and kinship, are 702, 1 more than December 2017. This includes 63 unaccompanied asylum seeking children (UASC).

External placement numbers (excluding UASC but including 16+ and supported accommodation) at the end of January are 355, which is 3 less than reported at the end of December. However the composition of placement types and costs indicates that a small but significant number of children are in receipt of very intensive and costly packages of support which has increased since last month. The Access to Resources team are working with providers to ensure that support and cost matches need for all children.

| External Placements Client Group   | Budgeted Packages | 31 Dec 2017 Packages | 31 Jan 2018 Packages | Variance from Budget |
|------------------------------------|-------------------|----------------------|----------------------|----------------------|
| Residential Disability – Children  | 1                 | 1                    | 2                    | +1                   |
| Child Homes – Secure Accommodation | 0                 | 0                    | 1                    | +1                   |
| Child Homes – Educational          | 16                | 18                   | 18                   | +2                   |
| Child Homes – General              | 22                | 37                   | 37                   | +15                  |
| Independent Fostering              | 263               | 265                  | 260                  | -3                   |
| Supported Accommodation            | 15                | 28                   | 28                   | +13                  |
| Supported Living 16+               | 25                | 9                    | 9                    | -16                  |
| <b>TOTAL</b>                       | <b>342</b>        | <b>358</b>           | <b>355</b>           | <b>+13</b>           |

'Budgeted Packages' are the expected number of placements by Mar-18, once the work associated to the saving proposals has been undertaken and has made an impact.

Actions being taken to address the forecast pressure include:

- Weekly panel that all requests for placements have to go to and review of high-cost placements on a regular basis. Access to Resources and operational managers to ensure that the plans for children remain focussed and that resources are offering the best value for money. This is chaired by the Assistant Director.
- Purchase placements reviews – scrutiny by placement officers and service/district managers to review emergency placements, changes of placements and return home from care planning to ensure that children are in the right placement for the right amount of time. This has resulted in timely and planned endings of high cost placements where appropriate.
- All new admissions to care have to be agreed at Assistant Director or Service Director level.
- Development of a 'No Wrong Door' model to bring together the residential home, specialist fostering placements, supported lodgings and supported accommodation, with outreach services under one management arrangement. This will enable rapid de-escalation of crisis situations in families preventing admissions to care, and delivery of an all-inclusive team of support for young people with the most complex needs, improving outcomes for young people and preventing use of expensive externally-commissioned services.

| Service  | Current Budget for 2017/18 | Actual       | Forecast Variance Outturn |            |
|--|----------------------------|--------------|---------------------------|------------|
|  | £'000                      | £'000        | £'000                     | %          |
| <b>Looked After Children Placements continued;</b>   |                            |              |                           |            |
| <ul style="list-style-type: none"> <li>A new Head of Service, with expertise in children's services commissioning, has been re-deployed from elsewhere in the P&amp;C directorate to lead the Access to Resources function.</li> <li>A new Access to Resources Manager has been engaged to add specific capacity to ensure the right placement at the right cost is secured in all cases.</li> </ul>   |                            |              |                           |            |
| <u>Longer Term Actions:</u>  |                            |              |                           |            |
| <p>A business case that seeks investment to ultimately deliver reductions in overall numbers of children in care and increase the proportion of those remaining in care who are placed with in-house fostering households was approved by General Purposes Committee in December. This will include independent evaluation commencing in January 2018 to establish whether the progress of children through the care system and spending too long in care is a factor in the numbers of children in care being higher than statistical neighbours. The evaluation will report in March 2018 to enable us to take action to fundamentally change processes from that point.</p> <p>The business case also enables investment in the in-house fostering service to address the placement mix; in Cambridgeshire, 60% of children placed with general foster carers are placed with IFA foster carers. This would more ordinarily be expected to be between 30 and 40%.</p>   |                            |              |                           |            |
| <b>17) Adoption</b>  | <b>4,406</b>               | <b>4,298</b> | <b>576</b>                | <b>13%</b> |
| <p>The Allowances budget is forecasting to be £576k over budget at year-end.</p> <p>Our contract with Coram Cambridgeshire Adoption (CCA) provides for 39 adoptive placements pa. In 2017/18 we are forecasting an additional requirement of 20 adoptive placements. There is a need to purchase inter agency placements (£352k) to manage this additional requirement and ensure our children receive the best possible outcomes.</p> <p>The Adoption/SGO allowances pressure of £224k is due to an increase in SGOs over and above our growth forecasts. We have seen an increase of 15% (28 SGOs) so far in 2017/18 against a planned full year rise of 9%. The increase in Adoption and Special Guardianship orders is a reflection of the good practice in making permanency plans for children outside of the looked after system and results in reduced costs in the placement budgets.</p> <p><u>Actions being taken:</u></p> <p>Ongoing dialogue continues with CCA to look at more cost effective medium term options to recruit more adoptive families to meet the needs of our children. Rigorous oversight of individual children's cases is undertaken before Inter Agency placement is agreed.</p> <p>A programme of reviews of allowances will be implemented resulting in the reduction of some packages with the intention of off-setting any further growth by way of new allowances.</p> |                            |              |                           |            |
| <b>18) Legal Proceedings</b>   | <b>1,540</b>               | <b>1,724</b> | <b>686</b>                | <b>45%</b> |
| <p>The Legal Proceedings budget is forecasting to be £686k over budget at year-end. This is an increase of £85k since last month due to late billing of historical legal costs.</p> <p>Numbers of care applications increased by 52% from 2014/15 (105) to 2016/17 (160), mirroring the national trend. There are currently 96 open sets of care proceedings. Whilst the numbers of ongoing set of care proceedings have reduced by around 14% since 1 April 2017 we have consistently had around 100 cases which indicates that we are likely to exceed the previous year's number of completed legal proceedings, thus causing significant pressure on the legal budget.</p> <p>Whilst we now have fewer ongoing sets of care proceedings (and fewer new applications being issued in Court) legacy cases and associated costs are still working through the system. Aside from those areas where we are working on to reduce costs i.e. advice/use of appropriate level of Counsel, the volume of cases remaining within the system indicates an estimated £600k of costs in 2017/18. This assumes overrun costs through delay in cases can be managed down as well as requests for advice being better managed.</p>  |                            |              |                           |            |

| Service   | Current Budget for 2017/18 | Actual        | Forecast Variance Outturn |           |
|---|----------------------------|---------------|---------------------------|-----------|
|   | £'000                      | £'000         | £'000                     | %         |
| <b>Legal Proceedings continued;</b>   |                            |               |                           |           |
| <u>Actions being taken:</u>   |                            |               |                           |           |
| Work is ongoing to better manage our controllable costs by use of a legal tracker which should enable us to better track the cases through the system and avoid additional costs due to delay. We have invested in two practice development posts to improve practice in the service and will also seek to work closer with LGSS Law with a view to maximising value for money.   |                            |               |                           |           |
| <b>19) Children's Disability Service</b>  | <b>6,527</b>               | <b>6,369</b>  | <b>168</b>                | <b>3%</b> |
| The Children's Disability Service is forecasting to be £168k over budget at year-end.   |                            |               |                           |           |
| The Community Support Services budget has seen an increase both in the number of support hours, a high cost individual case (£35k) and in the number of joint funded health packages (also including some with high allocations of hours). Contributions to Adult Services (£45k) have increased and the service is also carrying a £50k pressure from 2016/17.   |                            |               |                           |           |
| <u>Actions being taken:</u>   |                            |               |                           |           |
| We will be reviewing the costs of current packages and in particular support levels for our young people.   |                            |               |                           |           |
| <b>20) High Needs Top Up Funding</b>  | <b>13,573</b>              | <b>12,738</b> | <b>200</b>                | <b>1%</b> |
| Numbers of young people with Education Health and Care Plans (EHCP) in Post-16 Further Education providers continue to increase and as a result the year-end forecast is £200k over budget. Placements for the 2018/19 academic year are still being finalised and as such the overall cost for the remainder of the financial year could increase further as more young people remain in education.  |                            |               |                           |           |
| This budget is funded from the Dedicated Schools Grant (DSG) High Needs Block.  |                            |               |                           |           |
| <b>21) SEN Placements</b>   | <b>8,973</b>               | <b>8,875</b>  | <b>850</b>                | <b>9%</b> |
| The SEN Placements budget continues to forecast a £850k overspend this month.   |                            |               |                           |           |
| Overall there are rising numbers of children and young people who are LAC, have an EHCP and have been placed in a 52 week placement. These are cases where the child cannot remain living at home. Where there are concerns about the local schools meeting their educational needs, the SEN Placement budget has to fund the educational element of the 52 week residential placement; often these are residential schools given the level of learning disability of the young children, which are generally more expensive.   |                            |               |                           |           |
| The SEN Placement budget is funded from the High Needs Block (HNB) element of the Dedicated Schools Grant (DSG).  |                            |               |                           |           |
| <u>Actions being taken:</u>   |                            |               |                           |           |
| <ul style="list-style-type: none"> <li>• SEND Sufficiency work is underway to inform future commissioning strategy. This will set out what the SEND need is across Cambridgeshire, where it is and what provision we need in future, taking account of demographic growth and projected needs. The SEND Sufficiency work will be completed in January 2018. A series of workshops are being planned for Spring 2018;</li> <li>• Three new special schools to accommodate the rising demand over the next 10 years. One school opened in September 2017 with two more planned for 2020 and 2021. Alternatives such as additional facilities in the existing schools, looking at collaboration between the schools in supporting post 16, and working with further education providers to provide appropriate post 16 courses are also being explored in the plan;</li> <li>• SEND Commissioning Strategy and action plan are being developed with a focus on children and young children with SEND in Cambridgeshire accessing mainstream education;</li> <li>• Work on coordination of reviews for ISEPs to look at returning in to county; and</li> <li>• A full review of all High Needs spend is required due to the ongoing pressures and proposed changes to national funding arrangements.</li> </ul> |                            |               |                           |           |

| Service                          | Current Budget for 2017/18 | Actual       | Forecast Variance Outturn |            |
|----------------------------------|----------------------------|--------------|---------------------------|------------|
|                                  | £'000                      | £'000        | £'000                     | %          |
| <b>22) Out of School Tuition</b> | <b>1,119</b>               | <b>1,089</b> | <b>636</b>                | <b>57%</b> |

The Out of School Tuition budget is forecasting a pressure of £636k, which is an increase of £36k this month following a rise in the number of new packages being requested this month (January's requests have come through following breakdowns in placement that happened towards the end of the Autumn term in December).

There are several key themes emerging which are having an impact on the need for children to receive a package of education, sometimes for prolonged periods of time:

- Casework officers are not always made aware that a child's placement is at risk of breakdown until an emergency annual review is called.
- Casework officers do not have sufficient access to SEND District Team staff to prevent the breakdown of an education placement in the same way as in place for children without an EHCP.
- There are insufficient specialist placements for children whose needs cannot be met in mainstream school.
- There is often a prolonged period of time where a new school is being sought, but where schools put forward a case to refuse admission.
- In some cases of extended periods of tuition, parental preference is for tuition rather than in-school admission.

There has been an increase in the number of children with an Education Health and Care Plan (EHCP) who are awaiting a permanent school placement. The delay is due to the nature and complexity of the needs of these children. Many of these children are in Key Stage 1 and do not have a permanent placement due to a lack of provision for this cohort of children. In addition, there are a number of children and young people who have a Statement of SEN/EHCP and have been out of school for some time. A smaller cohort of Primary aged children who are permanently excluded, or those with long term medical absence from school, sometimes require external tuition packages when SEND Specialist Teaching capacity is full.

A new process has been established to ensure all allocations and packages are reviewed in a timely way and that there is oversight of moves back into full time school. The transfer of the Out of School Tuition budget to the SEND Services (from November 17) enables more opportunities to use resources differently and to have more cost effective in-house tuition. There have been discussions with the Transformation Team and following the outcomes and recommendations of several large scale provision and funding reviews, we aim to look at the extension of the existing team in order to prevent placement breakdown more effectively and provide high quality teaching to a smaller number of children who need tuition.

Immediate interim controls have been placed on access to this budget. Casework officers and Statutory Assessment Team Leaders must request new packages or increases to existing packages with the budget holder. This is vital in order to understand the nature of requests and bring in swift additional support from SEND District Teams. This is not a long term solution and the budget holder is working with the Transformation Team to investigate whether the pump-priming of the SEND District Teams with additional staff could either prevent the breakdown of placement (and therefore reduce the need for packages of education) or provide in-house tuition at a cheaper rate.

The current Tuition Provider Framework is up for recommissioning in March 2018. It has been agreed to extend the framework by 12 months in order to give time to look at more sustainable and in-house provision. These decisions and a business case will be formulated using the data and recommendations given through the SEMH Review, High Needs Block Review and SEND Sufficiency Review, which will close in January 2018. The Tuition Provider Contract is zero-based and requires no minimum fulfilment.

In the short term, it has been agreed to review all cases open to tuition with casework officers as a matter of urgency. This will involve rag rating cases according to confidence that tuition will be ceasing soon (e.g. next steps to a school are in place), safeguarding and financial concerns.

| Service  | Current Budget for 2017/18 | Actual         | Forecast Variance Outturn |             |
|--|----------------------------|----------------|---------------------------|-------------|
|  | £'000                      | £'000          | £'000                     | %           |
| <b>23) Executive Director</b>  | <b>416</b>                 | <b>493</b>     | <b>119</b>                | <b>29%</b>  |
| <p>There has been a technical adjustment in reporting the ability to re-priorities grant funded activity (Improved Better Care Fund (iBCF), in response to Adults Services pressures. This is now being reported within Strategic Management – Adults.</p> <p>The revised forecast of £119k overspend is due to the £219k Business Support saving which will not be achieved in 17/18, being offset by £100k saving identified against uncommitted expenditure.</p>  |                            |                |                           |             |
| <b>24) Central Financing</b>   | <b>-523</b>                | <b>-891</b>    | <b>-215</b>               | <b>-41%</b> |
| <p>The Central Financing budget is forecasting underspend of -£215k.</p> <p>Nationally, local authorities are currently permitted greater flexibility in use of capital receipts (proceeds from sales of assets) to fund any project that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery to reduce costs.</p> <p>The Council was already making use of this flexibility – following a recent review a further £215k of eligible expenditure has been identified within People &amp; Communities.</p> |                            |                |                           |             |
| <b>25) Financing DSG</b>   | <b>-40,018</b>             | <b>-33,348</b> | <b>-1,797</b>             | <b>-4%</b>  |
| <p>Within P&amp;C, spend of £40m is funded by the ring-fenced Dedicated Schools Grant. The DSG pressure of £1,797k is primarily made up from SEN Placements (£850k); Out of School Tuition (£636k); High Needs Top Up Funding (£200k); Early Years Specialist Support (£88k) and SEND Specialist Services (£72k). For this financial year the intention is to manage within overall available DSG resources.</p>   |                            |                |                           |             |

### APPENDIX 3 – Grant Income Analysis

The table below outlines the additional grant income, which is not built into base budgets.

| Grant  | Awarding Body               | Expected Amount<br>£'000 |
|--|-----------------------------|--------------------------|
| <b>Grants as per Business Plan</b>                             |                             |                          |
| Public Health  | Department of Health        | 331                      |
| Better Care Fund   | Cambs & P'Boro CCG          | 23,468                   |
| Social Care in Prisons Grant                                   | DCLG                        | 319                      |
| Unaccompanied Asylum Seekers                                   | Home Office                 | 1,815                    |
| Staying Put  | DfE                         | 167                      |
| Youth Offending Good Practice Grant                            | Youth Justice Board         | 531                      |
| Crime and Disorder Reduction Grant                             | Police & Crime Commissioner | 127                      |
| Troubled Families  | DCLG                        | 1,794                    |
| Children's Social Care Innovation Grant (MST innovation grant) | DfE                         | 521                      |
| Domestic Abuse   | DCLG                        | 574                      |
| High Needs Strategic Planning Funding                          | DfE                         | 267                      |
| MST Standard   | DoH                         | 63                       |
| Adult Skills Grant   | Skills Funding Agency       | 2,062                    |
| AL&S National Careers Service Grant                            | European Social Fund        | 355                      |
| Non-material grants (+/- £160k)                                | Various                     | 131                      |
| <b>Total Non Baselined Grants 2017/18</b>                      |                             | <b>32,525</b>            |

|                                    |                          |               |
|------------------------------------|--------------------------|---------------|
| Financing DSG                      | Education Funding Agency | 40,018        |
| <b>Total Grant Funding 2017/18</b> |                          | <b>72,543</b> |

The non baselined grants are spread across the P&C directorates as follows:

| Directorate             | Grant Total £'000 |
|-------------------------|-------------------|
| Adults & Safeguarding   | 440               |
| Commissioning           | 23,468            |
| Children & Safeguarding | 4,895             |
| Education               | 38                |
| Community & Safety      | 3,684             |
| <b>TOTAL</b>            | <b>32,525</b>     |

## APPENDIX 4 – Virements and Budget Reconciliation

### Virements between P&C and other service blocks:

|  | Eff. Period | £'000          | Notes   |
|--|-------------|----------------|---|
| <b>Budget as per Business Plan</b>   |             | <b>237,311</b> |   |
| Multiple Policy Lines  | Apr         | -292           | Corporate Capacity Review (CCR) adjustments   |
| Multiple Policy Lines  | Apr         | 311            | Apprenticeship Levy – allocation of budget to meet new payroll cost.                                |
| Information Management & Information Technology                              | Apr         | -1,286         | Digital Strategy moved to Corporate Services  |
| Multiple Policy Lines  | Apr         | -293           | Savings from organisational structure review within P&C, contribution to corporate target           |
| Adult & Safeguarding   | Apr         | -52            | Court of Protection Client Funds Team transferring to Finance Operations within LGSS                |
| Shorter Term Support and Maximising Independence                             | May         | -10            | Transfer from Reablement for InTouch Maintenance to Corporate Services (Digital)                    |
| Multiple Policy Lines  | May         | -1,335         | Workforce Development moved to Corporate Services as part of Corporate Capacity review              |
| Safer Communities Partnership  | May         | -178           | DAAT budgets transferred to Public Health Joint Commissioning Unit                                  |
| Early Help District Delivery Service – North & South                         | June        | -43            | Transfer Youth and Community Coordinator budget to Corporate Services per CCR                       |
| Education Capital  | June        | -11            | Transfer Property Services from LGSS  |
| LAC Placements   | July        | 2,913          | LAC Demography approved by GPC in July  |
| Strategic Management - Adults  | July        | 12             | Transfer of Dial a Ride (ETE) to Total Transport (P&C)  |
| Catering & Cleaning Services   | Aug         | 449            | Transfer from Education to Commercial and Investment  |
| Adult Early Help   | Aug         | 80             | Transfer from Corporate & Customer Services (following review of welfare benefits advice provision) |
| Adult Learning & Skills  | Sept        | 180            | Adult Learning & Skills moved from ETE to Community & Safety  |
| Strategic Management - Children & Safeguarding                               | Sept        | -54            | Transfer Budget from CSC Business Support - BSO's to Applications Development Team, within LGSS     |
| Strengthening Communities  | Sept-Jan    | 429            | Grants to Voluntary Organisations from Corporate Services   |
| Central Integrated Youth Support Services                                    | Sept        | 261            | Transfer of SCS payroll budget from Corporate services  |
| Childrens' Innovation & Development Service and 0-19 Organisation & Planning | Sept        | 343            | Transfer Trading Units (PCS, ICT, Music and Outdoor Education) to Commercial and Investment         |
| Strategic Management - Commissioning   | Oct         | 382            | Healthwatch to Commissioning from Corporate services  |
| Multiple Policy Lines  | Dec         | 419            | Annual staff related Insurance  |
| Physical Disabilities  | Jan         | -31            | Redundancy Savings to Corporate   |
| <b>Current Budget 2017/18</b>  |             | <b>239,504</b> |   |

## APPENDIX 5 – Reserve Schedule

| Fund Description  | Balance at 1 April 2017 | 2017/18              |                      | Forecast Balance at Year End | Notes   |
|---|-------------------------|----------------------|----------------------|------------------------------|---|
|   |                         | Movements in 2017/18 | Balance at 31 Jan 18 |                              |   |
|   | £'000                   | £'000                | £'000                | £'000                        |   |
| <b>General Reserve</b>  |                         |                      |                      |                              |   |
| P&C carry-forward   | 540                     | -540                 | 0                    | -6,774                       | Forecast pressure of £6,774k applied against reserves.  |
| <b>subtotal</b>   | <b>540</b>              | <b>-540</b>          | <b>0</b>             | <b>-6,774</b>                |   |
| <b>Equipment Reserves</b>   |                         |                      |                      |                              |   |
| IT for Looked After Children  | 133                     | 0                    | 133                  | 83                           | Replacement reserve for IT for Looked After Children (2 years remaining at current rate of spend).  |
| <b>subtotal</b>   | <b>133</b>              | <b>0</b>             | <b>133</b>           | <b>83</b>                    |   |
| <b>Other Earmarked Reserves</b>   |                         |                      |                      |                              |   |
| <b>Adults &amp; Safeguarding</b>  |                         |                      |                      |                              |   |
| Homecare Development  | 22                      | -22                  | 0                    | 0                            | Managerial post worked on proposals that emerged from the Home Care Summit - e.g. commissioning by outcomes work.                                   |
| Falls prevention  | 44                      | -44                  | 0                    | 20                           | Up scaled the falls prevention programme with Forever Active  |
| Dementia Co-ordinator   | 13                      | -13                  | 0                    | 0                            | Used to joint fund dementia co-ordinator post with Public Health  |
| Mindful / Resilient Together  | 188                     | -133                 | 55                   | 55                           | Programme of community mental health resilience work (spend over 3 years)   |
| Increasing client contributions and the frequency of Financial Re-assessments               | 14                      | -14                  | 0                    | 0                            | Hired fixed term financial assessment officers to increase client contributions as per BP   |
| Brokerage function - extending to domiciliary care  | 35                      | -35                  | 0                    | 0                            | Trialled homecare care purchasing co-ordinator post located in Fenland  |
| Hunts Mental Health   | 200                     | 0                    | 200                  | 0                            | Provision made in respect of a dispute with another County Council regarding a high cost, backdated package   |
| <b>Commissioning</b>  |                         |                      |                      |                              |   |
| Capacity in Adults procurement & contract management  | 143                     | -81                  | 62                   | 0                            | Continuing to support route rationalisation for domiciliary care rounds   |
| Specialist Capacity: home care transformation / and extending affordable care home capacity | 25                      | -25                  | 0                    | 0                            | External specialist support to help the analysis and decision making requirements of these projects and upcoming tender processes                   |
| Home to School Transport Equalisation reserve   | -240                    | 296                  | 56                   | 56                           | 17/18 is a shorter year. Therefore, a £296k contribution has been made back to reserves to account for this. No further changes expected this year. |
| Reduce the cost of home to school transport (Independent travel training)                   | 60                      | -60                  | 0                    | 60                           | Independent Travel Training will not begin until Summer Term 2018 so the reserve will not be used in financial year 17/18.                          |
| Prevent children and young people becoming Looked After                                     | 25                      | -25                  | 0                    | 0                            | Re-tendering of Supporting People contracts (ART)   |

| Fund Description  | Balance at 1 April 2017 | 2017/18              |                      | Forecast Balance at Year End | Notes   |
|---|-------------------------|----------------------|----------------------|------------------------------|---|
|   |                         | Movements in 2017/18 | Balance at 31 Jan 18 |                              |   |
|   | £'000                   | £'000                | £'000                | £'000                        |   |
| Disabled Facilities   | 44                      | 0                    | 44                   | 0                            | Funding for grants for disabled children for adaptations to family homes.   |
| <b>Community &amp; Safety</b>   |                         |                      |                      |                              |   |
| Youth Offending Team (YOT) Remand (Equalisation Reserve)  | 150                     | 0                    | 150                  | 60                           | Equalisation reserve for remand costs for young people in custody in Youth Offending Institutions and other secure accommodation.   |
| <b>Children &amp; Safeguarding</b>  |                         |                      |                      |                              |   |
| Child Sexual Exploitation (CSE) Service   | 250                     | -250                 | 0                    | 0                            | The funding required is in relation to a dedicated Missing and Exploitation (MET) Unit and due to a delay in the service being delivered this is going back to GPC to obtain approval, as originally the Child Sexual Exploitation service was going to be commissioned out but now this will be bought in house within the Integrated Front Door and this funding will be required in 2017/18 to support this function (1 x Consultant Social Worker & 4 x MET Hub Support Workers). |
| <b>Education</b>  |                         |                      |                      |                              |   |
| Cambridgeshire Culture/Art Collection   | 47                      | -4                   | 43                   | 153                          | Providing cultural experiences for children and young people in Cambs - fund to increase in-year due to sale of art collection  |
| ESLAC Support for children on edge of care  | 36                      | -36                  | 0                    | 0                            | Funding for 2 year post re CIN  |
| <b>Cross Service</b>  |                         |                      |                      |                              |   |
| Develop 'traded' services   | 30                      | -30                  | 0                    | 0                            | £30k is for Early Years and Childcare Provider Staff Development  |
| Improve the recruitment and retention of Social Workers (these bids are cross-cutting for adults, older people and children and young people) | 78                      | -78                  | 0                    | 0                            | This funded 3 staff focused on recruitment and retention of social work staff   |
| Reduce the cost of placements for Looked After Children   | 110                     | -110                 | 0                    | 0                            | Repairs & refurb to council properties: £5k Linton; £25k March; £20k Norwich Rd; £10k Russell St; Alterations: £50k Havilland Way Support the implementation of the in-house fostering action plan: £74k  |
| Other Reserves (<£50k)  | 149                     | -43                  | 106                  | 0                            | Other small scale reserves.   |
| <b>subtotal</b>   | <b>1,423</b>            | <b>-707</b>          | <b>716</b>           | <b>404</b>                   |   |
| <b>TOTAL REVENUE RESERVE</b>  | <b>2,096</b>            | <b>-1,247</b>        | <b>849</b>           | <b>-6,287</b>                |   |

| Fund Description                | Balance at 1 April 2017 | 2017/18              |                      | Forecast Balance at Year End | Notes  |
|---------------------------------|-------------------------|----------------------|----------------------|------------------------------|--|
|                                 |                         | Movements in 2017/18 | Balance at 31 Jan 18 |                              |  |
|                                 | £'000                   | £'000                | £'000                | £'000                        |  |
| <b><u>Capital Reserves</u></b>  |                         |                      |                      |                              |  |
| Devolved Formula Capital        | 780                     | 980                  | 1,760                | 0                            | Devolved Formula Capital Grant is a three year rolling program managed by Cambridgeshire School                    |
| Basic Need                      | 0                       | 32,671               | 32,671               | 0                            | The Basic Need allocation received in 2017/18 is fully committed against the approved capital plan.                |
| Capital Maintenance             | 0                       | 4,476                | 4,476                | 0                            | The School Condition allocation received in 2017/18 is fully committed against the approved capital plan.          |
| Other Children Capital Reserves | 1,448                   | 1,739                | 3,187                | 0                            | £5k Universal Infant Free School Meal Grant c/f, £1,444k is Early Years funding for project to be spent in 2017/18 |
| Other Adult Capital Reserves    | 379                     | 3,809                | 4,188                | 44                           | Adult Social Care Grant to fund 2017/18 capital programme spend.   |
| <b>TOTAL CAPITAL RESERVE</b>    | <b>2,607</b>            | <b>43,675</b>        | <b>46,282</b>        | <b>44</b>                    |  |

(+) positive figures represent surplus funds.

(-) negative figures represent deficit funds.

## APPENDIX 6 – Capital Expenditure and Funding

### 6.1 Capital Expenditure

| 2017/18                                    |                                       |                                     |                             |   |  | TOTAL SCHEME                         |   |
|--|---------------------------------------|-------------------------------------|-----------------------------|---|--|--------------------------------------|---|
| Original 2017/18 Budget as per BP<br>£'000 | Scheme                                | Revised Budget for 2017/18<br>£'000 | Actual Spend (Jan)<br>£'000 | Forecast Spend - Outturn (Jan)<br>£'000 | Forecast Variance - Outturn (Jan)<br>£'000 | Total Scheme Revised Budget<br>£'000 | Total Scheme Forecast Variance<br>£'000 |
|  | <b>Schools</b>                        |                                     |                             |   |  |                                      |   |
| 41,560                                     | Basic Need - Primary                  | 38,750                              | 28,348                      | 36,215                                  | -2,535                                     | 274,415                              | -8,455                                  |
| 26,865                                     | Basic Need - Secondary                | 29,520                              | 23,791                      | 30,138                                  | 618  | 219,592                              | 22,259                                  |
| 841  | Basic Need - Early Years              | 1,687                               | 1,041                       | 1,346                                   | -341                                       | 5,442                                | 192                                     |
| 1,650                                      | Adaptations                           | 1,945                               | 1,050                       | 1,795                                   | -150                                       | 3,442                                | 919                                     |
| 248  | Specialist Provision                  | 242                                 | -41                         | 116                                     | -126                                       | 9,810                                | 0                                       |
| 3,000                                      | Condition & Maintenance               | 3,000                               | 3,235                       | 3,301                                   | 301  | 27,400                               | 0                                       |
| 1,076                                      | Schools Managed Capital               | 1,760                               | 0                           | 1,760                                   | 0  | 12,022                               | -664                                    |
| 150  | Site Acquisition and Development      | 150                                 | 193                         | 150                                     | 0  | 650                                  | 0                                       |
| 1,500                                      | Temporary Accommodation               | 1,500                               | 2,144                       | 1,500                                   | 0  | 15,500                               | 0                                       |
| 2,095                                      | Children Support Services             | 383                                 | 0                           | 383                                     | 0  | 2,618                                | 0                                       |
| 5,354                                      | Adult Social Care                     | 5,278                               | 5,270                       | 5,444                                   | 166  | 36,029                               | 0                                       |
| -6,664                                     | P&C Capital Variation                 | -10,305                             | 0                           | -8,239                                  | 2,066                                      | -37,825                              | 0                                       |
| 1,533                                      | Capitalisation of Interest Costs      | 1,533                               | 0                           | 1,533                                   | 0  | 6,846                                | 0                                       |
| <b>79,208</b>                              | <b>Total P&amp;C Capital Spending</b> | <b>75,442</b>                       | <b>65,032</b>               | <b>75,442</b>                           | <b>0</b>                                   | <b>575,941</b>                       | <b>14,251</b>                           |

#### Basic Need - Primary £8,445k reduction in scheme cost

A total scheme variance of -£8,445k has occurred due to changes since the Business Plan was approved in response to adjustments to development timescales and updated school capacity information. The following schemes have had cost variations since the 2017/18 Business Plan was published;

- Clay Farm (Trumpington Park) Primary; £384k reduction as risk and contingency items not required.
- Fulbourn Primary; £1,215k increase. Detailed planning and design changes have been required to achieve the project and address issues including the severe physical and operational site constraints and drainage restrictions.
- The Shade, Soham; £113k reduction as risk and contingency items not required.
- Wyton Replacement School; £2,773k increase as the scope of the scheme has increased to provide for a 0.5FE extension of the school from 1FE to 1.5FE to ensure it can respond to future demand for places.
- Melbourn Primary; £281k increase due to changes to project scope including works to an early years provision.
- Morley Memorial Primary School; £443k increase due to updating of milestones which were originally undertaken in 2012.
- Fourfields Primary; £2,300k reduction: further analysis of need has identified that this scheme can be removed from the capital programme. This will only impact on future years and not 2017/18.
- Wyton New School; £10,000k reduction further developments involving planning has meant this school can be removed from the capital plan. This will only impact on future years and not 2017/18.

In May 2017 the reductions in scheme cost increased by £419k due to underspends on 2017/18 schemes which were completed and did not require the use of budgeted contingencies: Godmanchester Bridge (£129k), Fordham Primary (£157k) and Ermine Street Primary at Alconbury Weald (£139k).

In June these reductions were again increased by £628k due to an underspend on the Isle of Ely Primary (£156k) as a result of a contingency not required and reduction in project cost (£472k) for the Barrington Primary School Scheme identified by the milestone 2 report.

In August there was a further reduction of £280k due to contingencies and risk items not being required for Hatton Park School project.

In September an increase of £1,350k occurred due to continued development in the scope of the Gamlingay Primary School scheme.

### **Basic Need - Primary £2,535k 2017/18 slippage**

In addition to the £575k detailed above where underspends are forecast due to contingencies not being required. The following schemes have experienced significant slippage in 2017/18;

- Meldreth Primary is forecasting slippage of £710k due to the scheme experiencing a delay in the commencement on site from November 2017 to February 2018.
- Barrington Primary School £90k slippage as the project has been re-phased to achieve a September 2020 completion. As a consequence, anticipated spend on planning and design work is not as great as had been expected this financial year.
- Hatton Park Primary School scheme forecasting slippage of £71k due to contingencies and risk items not being required.
- Histon Additional Places scheme experienced £300k slippage from December 2017 to January 2018 due to delays in the planning application being approved and an extension of 2 weeks to the tender process.
- Wintringham Park Primary in St Neots has incurred £232k slippage due to design work not progressing as anticipated.
- Gamlingay Primary School scheme is forecasting a £500k slippage due to the start on site being delayed from January 2018 to late February 2018 as a consequence of the planning process. A transportation report is required before approval is granted.
- North West Cambridge Primary is forecasting £145k slippage as the associated housing development has not yet commenced therefore the scheme has not progressed to the design and planning stage.
- Pendragon Primary scheme has experienced £150k slippage as the housing development associated with the scheme has not commenced.
- Clay Farm Primary (Trumpington Park) is forecasting £200k accelerated spend due to additional works in the form of a variation to ensure planning conditions are met.
- Fordham Primary is forecasting £92k slippage as final accounts settled for less than anticipated.
- Ramnoth Junior School is forecasting £100k slippage due to a delay on site, actions to mitigate the delay have been taken by the contractor.
- Chatteris New School is anticipating £180k slippage, the withdrawal of an approved bid by the sponsor to open the new school as a Free School from September 2018 and recent demographics which show the scheme is needed less urgently than originally thought has required the re-evaluation of options for providing the additional places required. The additional places will now be delivered as an extension of the age range at Cromwell Community College and has meant a new design proposal was required and the scheme has not yet progressed beyond the concept design stage

These are offset by £50k accelerated spend at Godmanchester Bridge Primary School and £20k accelerated spend on Bellbird Primary, Sawston scheme. Burwell Primary School has experienced £38k overspend in 2017/18 due to additional costs associated with asbestos removal. Clay Farm Primary is forecasting £200k accelerated spend due to additional works in the form of a variation to ensure planning conditions are met. Fulbourn Primary School is forecasting £600k accelerated spend as works are progressing ahead of original contractor programme.

### **Basic Need – Secondary £22,259k increased total scheme cost**

A total scheme variance of £22,259k has occurred due to changes since the Business Plan was approved;

- Littleport Secondary and Special School has experienced a £1,059k increase in costs due to additional specialist equipment being required as part of the capital build and further costs associated to planning requirements for the sport centre and land purchase required for the scheme.
- Bottisham Secondary scheme has increased by £2,269k due to works funded by a grant from the Education & Skills Funding Agency (ESFA) being carried out by the Council ahead of receipt of that funding. The school will transfer the budget to the Council to fund this.
- Northstowe Secondary scheme has increased by £19,600k due to the addition of SEN provision of which 40 places are to be funded by the EFSA and also the delivery of community sports provision which will attract S106 funding from South Cambridgeshire District Council.
- Cambourne Village College has experienced an increased scheme cost of £412k for the construction of a performance hall. Funding will be received from the district and parish councils to offset this increase.

### **Basic Need – Secondary £618k 2017/18 overspend**

An in-year overspend for Littleport of £825k and accelerated spend on Trumpington Community College of £381k for IT equipment and final contractor payments, has been offset with slippage on Northstowe Secondary (£500k) due to design work commencing later than anticipated. Alconbury Secondary and SEN scheme has incurred £710k slippage which relates to the secondary school element. The design stage on this project has not progressed since the beginning of the financial year as the developer is reviewing the masterplan for Alconbury development and no site has yet been allocated. Slippage has also occurred on North West Fringe (£350k) as the project has been rephased by 1 year. The project at St Bede's to deliver additional places in Cambridge has slipped by £985k due to delays in the kitchen refurbishment works and a revised completion date of 26 June rather than 29 May 2018. The Chesterton element of the scheme not starting on site until next financial year with a revised completion date of 26 June rather than 29 May 2018.

Bottisham Village College is forecasting £900k of accelerated spend due to revised contractor cash flow reports that are indicating the project is ahead of the scheme's original schedule. Cromwell Community college is also experiencing accelerated spend of £100k to complete the design work to ensure the scheme can achieve the September 2019 completion date. Additional costs (£510k) have been identified for Hampton Garden Secondary school a joint scheme with Peterborough City Council. These costs relate to ICT not funded by the ESFA £225k, reprogramming of the multi-use games area (£75k) and access works to the A15 (£200k).

### **Basic Need – Early Years £192k increased scheme cost**

Increased scheme cost (£592k) to cover identified Early Years commitments. The scheme has subsequently been reduced by £400k as this element has been added in future years

to the Morley Memorial Primary School project to undertake the building of Early Years annex as part of this scheme.

### Basic Need – Early Years £341k slippage

Orchard Park Primary early years provision has experienced slippage of £341k as the project is currently on hold pending the outcome of a review, therefore, it is not expected that any costs will be incurred in 2017/18.

### Adaptations £919k increased total scheme cost

Morley Memorial Primary School has experienced additional total scheme costs of £919k due to the revision of the project which was initially costed in 2012. The additional requirements reflect inflationary price increases and not a change to the scope of the scheme, the further additional £477k is in regard to the Early Years aspect £400k of which has been transferred from the Basic Need – Early Years budget to provide an Early Years annex as part of the scheme.

### Adaptations £150k 2017/18 slippage

Morley Memorial Primary School scheme has incurred a slight delay in the start on site that has resulted in an anticipated £150k slippage. The project will meet its completion date of September 2018.

### Schools Managed Capital

Devolved Formula Capital (DFC) is a three year rolling balance and includes £780k carry forward from 2017/18. The total scheme variance of £664k relates to the reduction in 2017/18 grant being reflected in planned spend over future periods.

### P&C Capital Variation

The Capital Programme Board recommended that services include a variation budget to account for likely slippage in the capital programme, as it is sometimes difficult to allocate this to individual schemes in advance. As forecast underspends start to be reported, these are offset with a forecast outturn for the variation budget, leading to a balanced outturn overall up until the point where slippage exceeds this budget. The allocation for P&C's negative budget adjustments has been calculated as follows, shown against the slippage forecast to date:

| 2017/18               |   |   |  |   |   |
|-----------------------|---|---|--|---|---|
| Service               | Capital Programme Variations Budget<br>£000 | Forecast Variance - Outturn (Jan)<br>£000 | Capital Programme Variations Budget Used<br>£000 | Capital Programme Variations Budget Used<br>% | Revised Forecast Variance - Outturn (Jan)<br>£000 |
| P&C                   | -10,305                                     | -8,239                                    | 2,066  | 20.0%   | -   |
| <b>Total Spending</b> | -10,305                                     | -8,239                                    | 2,066  | 20.0%   | -   |

## 6.2 Capital Funding

| 2017/18  |                                  |  |  |  |
|--|----------------------------------|--|--|--|
| Original<br>2017/18<br>Funding<br>Allocation<br>as per BP<br>£'000 | Source of Funding                | Revised<br>Funding for<br>2017/18<br>£'000 | Forecast<br>Spend –<br>Outturn<br>(Jan)<br>£'000 | Forecast<br>Funding<br>Variance -<br>Outturn<br>(Jan)<br>£'000 |
| 32,671   | Basic Need                       | 32,671                                     | 32,671   | 0  |
| 4,043  | Capital maintenance              | 4,476                                      | 4,476  | 0  |
| 1,076  | Devolved Formula Capital         | 1,760                                      | 1,760  | 0  |
| 3,904  | Adult specific Grants            | 4,188                                      | 4,188  | 0  |
| 17,170   | S106 contributions               | 14,800                                     | 14,800   | 0  |
| 0  | Early Years Grant                | 1,443                                      | 1,443  | 0  |
| 0  | Capitalised Revenue Funding      | 0  | 0  | 0  |
| 2,725  | Other Capital Contributions      | 3,804                                      | 3,804  | 0  |
| 26,464   | Prudential Borrowing             | 21,145                                     | 21,145   | 0  |
| -8,845   | Prudential Borrowing (Repayable) | -8,845                                     | -8,845   | 0  |
| <b>79,208</b>  | <b>Total Funding</b>             | <b>75,442</b>                              | <b>75,442</b>                                    | <b>0</b>   |

There has been a £95k increase in Prudential Borrowing to offset a correct to the Adult Social Care Grant carry forward position from 2016/17.

## APPENDIX 7 – Performance at end of December 2017

| Measure   | Responsible Directorate(s) | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours | England      | Comments   |
|---|----------------------------|-----------------|--------|--------|---------------------|---|------------|-----------------|--------------|--|
| % children whose referral to social care occurred within 12 months of a previous referral | Children and Families      | 18.5%           | 20.0%  | 16.4%  | Dec-17              | ↑   | G          | 19.8% (2017)    | 20.6% (2017) | Performance in re-referrals to children's social care is below target  |
| Number of children with a Child Protection Plan per 10,000 population under 18            | Children and Families      | 40.4            | 30.0   | 38.6   | Dec-17              | ↑   | R          | 35.7 (2017)     | 43.3 (2017)  | <p>During December, we saw the numbers of children with a Child Protection plan decrease from 538 to 513.</p> <p>The introduction of an Escalation Policy for all children subject to a Child Protection Plan was introduced in June. Child Protection Conference Chairs raise alerts to ensure there is clear planning for children subject to a Child Protection Plan. This has seen a decrease in the numbers of children subject to a Child Protection Plan.</p> |

| Measure   | Responsible Directorate(s) | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours | England     | Comments  |
|---|----------------------------|-----------------|--------|--------|---------------------|---|------------|-----------------|-------------|---|
| The number of looked after children per 10,000 children | Children and Families      | 52.7            | 40.0   | 52.8   | Dec-17              | ↓   | R          | 44.7 (2017)     | 62.0 (2017) | <p>The number of Looked After Children increased slightly from 701 to 703 in December. This figure includes 70 UASC, 10% of the current LAC population. There are workstreams in the LAC Strategy which aim to reduce the rate of growth in the LAC population, or reduce the cost of new placements. Some of these workstreams should impact on current commitment.</p> <p>Actions being taken include:<br/> A weekly Threshold to Resources Panel (TARP), chaired by the Assistant Director for Children's Services to review children on the edge of care, specifically looking to prevent escalation by providing timely and effective interventions. Decisions and Children's Plans are monitored via a tracker which also takes into account the children's care plan- discussed in the Permanency Monitoring Group.</p> <p>A monthly Permanency Monitoring Group (PMG) considers all children who are looked after, paying attention to their care plan, ensuring reunification is considered and if this is not possible a timely plan is made for permanence via Special Guardianship Order, Adoption or Long Term Fostering.</p> <p>TARP links with the monthly High Cost Placements meeting, which as of January 2018 will also be chaired by the Assistant Director for Children's Services. The panel ensures that required placements meet the child or young person's needs and are cost effective and joint funded with partners where appropriate.</p> <p>At present the savings within the 2016/17 Business Plan are on track to be delivered and these are being monitored through the monthly LAC Commissioning Board. The LAC strategy and LAC action plan are being implemented as agreed by CYP Committee.</p> |

| Measure                           | Responsible Directorate(s) | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours | England        | Comments  |
|-----------------------------------|----------------------------|-----------------|--------|--------|---------------------|---|------------|-----------------|----------------|---|
| % year 12 in learning             | Children and Families      | 94.2%           | 96.5%  | 96.1%  | Dec-17              | ↓   | A          | 93.7% (Nov 17)  | 93.7% (Nov 17) | The target for this measure is under review. The Target noted is still the target for 2016/17. It is felt that we have done well this year with this result and you can see that we have achieved better than statistical neighbour average and England average.  |
| %16-18 year olds NEET and unknown | Children and Families      | 3.1%            | 3.8%   | 3.1%   | Dec-17              | →   | G          | 8.7% (Nov 17)   | 8.4% (Nov 17)  | The result for this measure is excellent. This is largely due to the work done to ensure we know what every young person 16-18 is doing. The result for Not Knowns is 0.7% which is a fantastic result. We have also kept the NEET figure low which is down to ensuring we are supporting the young people that need the support to move into EET or to stay engaged. |
| % Clients with SEND who are NEET  | Children and Families      | 5.7%            | 9.0%   | 6.9%   | Q3 (Oct - Dec 17)   | ↓   | G          | See comments    | See comments   | This result is again a fantastic result. The comparison data for England and Stat Neighbours is not available to us until later in January/early February, however we are confident that we will be compare favourably with those figures.  |

| Measure   | Responsible Directorate(s) | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours | England        | Comments  |
|---|----------------------------|-----------------|--------|--------|---------------------|---|------------|-----------------|----------------|---|
| The proportion pupils attending Cambridgeshire Nursery schools judged good or outstanding by Ofsted   | Learning                   | 100.0%          | 100.0% | 100.0% | Dec-17              | ➔   | G          | 100% (Dec-17)   | 98.1% (Dec-17) | Cambridgeshire currently has 7 nursery schools.   |
| The proportion pupils attending Cambridgeshire Primary schools judged good or outstanding by Ofsted   | Learning                   | 84.2%           | 82.0%  | 82.5%  | Dec-17              | ⬇   | G          | 89.9% (Dec-17)  | 90.0% (Dec-17) | 164 out of 196 primary schools are judged as good or outstanding. In addition there are 13 primary schools who have not yet received an inspection grading.   |
| The proportion pupils attending Cambridgeshire Secondary schools judged good or outstanding by Ofsted | Learning                   | 85.5%           | 75.0%  | 85.5%  | Dec-17              | ➔   | G          | 86.7% (Dec-17)  | 82.7% (Dec-17) | Performance for Secondary schools continues to remain just below that of statutory neighbours and is above the England average.<br><br>25 out of 30 secondary schools are judged as good or outstanding. In addition there are 4 schools who have not yet received an inspection grading. |

| Measure   | Responsible Directorate(s) | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours | England        | Comments  |
|---|----------------------------|-----------------|--------|--------|---------------------|---|------------|-----------------|----------------|---|
| The proportion pupils attending Cambridgeshire Special schools judged good or outstanding by Ofsted | Learning                   | 93.1%           | 100.0% | 93.1%  | Dec-17              | ➔   | A          | 97.2% (Dec-17)  | 94.5% (Dec-17) | 7 out of 8 special schools are judged as good or outstanding. In addition there are 2 schools who have not yet received an inspection grading.  |
| Proportion of income deprived 2 year olds receiving free childcare                                  | Learning                   | 69.6%           | 80.0%  | 82.4%  | Autumn Term         | ⬆   | A          |                 |                | Proportion of income deprived 2 year olds receiving free childcare has increased by 13 percentage points since the summer term.   |
| FSM/Non-FSM attainment gap % achieving the national standard in Reading, Writing & Maths at KS2     | Learning                   | 27%             | 21%    | 36%    | 2017                | ⬇   | R          | 28% (2017)      | 25% (2017)     | Final KS2 2017 results data was published 25 <sup>th</sup> January 2018. It shows that the gap in the performance of KS2 pupils eligible for FSM and those not eligible for FSM has widened by a further 9 percentage points since 2016.<br><br>The Accelerating Achievement Strategy is aimed at these groups of children and young people who are vulnerable to underachievement so that all children and young people achieve their potential. |

| Measure  | Responsible Directorate(s) | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours | England      | Comments   |
|--|----------------------------|-----------------|--------|--------|---------------------|---|------------|-----------------|--------------|--|
| FSM/Non-FSM attainment gap % achieving 5+ A*-C including English & Maths at GCSE | Learning                   | 37%             | 26%    | 29%    | 2016                | ↑   | R          | 34% (2016)      | 24.8% (2016) | <p>All services for children and families will work together with schools and parents to do all they can to eradicate the achievement gap between vulnerable groups of children and young people and their peers.</p> <p>The 2016 data shows that there is a significant gap in the performance of pupils eligible for FSM in the KS4 tests. Cambridgeshire's gap is currently wider than seen nationally. 2017 data is expected to be released in January 2018.</p> |

| Measure   | Responsible Directorate(s)                       | Previous period | Target          | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours | England         | Comments  |
|---|--|-----------------|-----------------|--------|---------------------|---|------------|-----------------|-----------------|---|
| 1E - Proportion of adults with learning disabilities in paid employment           | Adult Social Care                                | 1.6%            | 4.5% (Pro-Rata) | 1.7%   | Dec-17              | ↑   | R          | 6.0% (2016/17)  | 5.7% (2016/17)  | Performance remains low. As well as a requirement for employment status to be recorded, unless a service user has been assessed or reviewed in the year, the information cannot be considered current. Therefore this indicator is also dependant on the review/assessment performance of LD teams – and there are currently 50 service users identified as being in employment yet to be reviewed in the current year). (N.B: This indicator is subject to a cumulative effect as clients are reviewed within the period.) |
| 1C PART 1a - Proportion of eligible service users receiving self-directed support | Adult Social Care / Older People & Mental Health | 98.5%           | 93.0%           | 98.6%  | Dec-17              | ↑   | G          | 93.1% (2016/17) | 89.4% (2016/17) | Performance remains above the target and is generally moving toward 100%. Performance is close to the national average for 16/17 and will be monitored closely.   |

| Measure  | Responsible Directorate(s)                       | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours          | England | Comments  |
|--|--|-----------------|--------|--------|---------------------|---|------------|--------------------------|---------|---|
| RV1 - Proportion of planned reviews completed within the period that were completed on or before their due date. (YTD) | Adult Social Care / Older People & Mental Health | 45.9%           | 50.1%  | 42.3%  | Dec-17              | ↓   | A          | N/A<br>(Local Indicator) |         | Performance of this indicator as a monthly rolling average has risen and is closer to the target. Teams have been concentrating on completing overdue reviews which has contributed to lower performance. |

| Measure  | Responsible Directorate(s)   | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours          | England | Comments   |
|--|------------------------------|-----------------|--------|--------|---------------------|---|------------|--------------------------|---------|--|
| RBT-I - Proportion of service users requiring no further service at end of re-ablement phase | Older People & Mental Health | 55.0%           | 57.0%  | 57.2%  | Dec-17              | ↑   | G          | N/A<br>(Local Indicator) |         | <p>The service continues to be the main entry route for people leaving hospital with ongoing care needs. The service continues to experience a significant challenge around capacity. Recruitment remains a serious challenge at all levels of the organisation and across all districts, particularly at support worker level. We are currently undertaking a recruitment campaign to increase staffing numbers which will help to alleviate the recruitment situation.</p> <p>In addition, people are leaving hospital with higher care needs and often require double up packages of care which again impacts our capacity – as does providing mainstream domiciliary care hours through reablement teams, which is a symptom of lack of capacity within domiciliary care providers. We are addressing this issue through a variety of means, including discussions with the NHS about filling intermediate care gaps and reducing inappropriate referrals to reablement.</p> |

| Measure   | Responsible Directorate(s)   | Previous period | Target   | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours       | England         | Comments   |
|---|------------------------------|-----------------|--|--------|---------------------|---|------------|-----------------------|-----------------|--|
| BCF 2A PART 2 - Admissions to residential and nursing care homes (aged 65+), per 100,000 population | Older People & Mental Health | 234             | 564 by year end / average max. 47 per month (423 Pro-Rata for report period) | 272    | Dec-17              | ↑   | G          | 589.9 (2016/17)       | 610.7 (2016/17) | <p>The implementation of the Transforming Lives model, combined with a general lack of available residential and nursing beds in the area has continued to keep admissions below national and statistical neighbour averages.</p> <p>N.B. This is a cumulative figure, so will always go up. An upward direction of travel arrow means that if the indicator continues to increase at the same rate, the ceiling target will not be breached.</p>  |
| BCF Average number of bed-day delays, per 100,000 of population per month (aged 18+) - YTD          | Older People & Mental Health | 525             | 429  | 522    | Nov-17              | ↑   | R          | N/A (Local Indicator) |                 | <p>As of the end of November 2017 there were 5,268 adult social care bed-day delays reported in the Cambridgeshire system, an increase of around 12% in comparison with the same 6 month period in the previous financial year.</p> <p>Lack of capacity in home care packages and nursing and residential beds is the main driver of bed-day delays for which Cambridgeshire County Council has responsibility. An increase in admissions and an increase in the level of complexity since last year has compounded the effect of lack of capacity in these areas.</p> |

| Measure   | Responsible Directorate(s)   | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours          | England               | Comments  |
|---|------------------------------|-----------------|--------|--------|---------------------|---|------------|--------------------------|-----------------------|---|
| Average number of ASC attributable bed-day delays per 100,000 population per month (aged 18+) - YTD | Older People & Mental Health | 160             | 114    | 131.4  | Nov-17              | ↑   | R          | N/A<br>(Local Indicator) |                       | <p>In November 2017 there were 680 ASC- attributable bed-day delays recorded in Cambridgeshire. For the same period the previous year there were 991 delays – a reduction of 31%. The Council is continuing to invest considerable amounts of staff and management time into improving processes, identifying clear performance targets and clarifying roles &amp; responsibilities. We continue to work in collaboration with health colleagues to ensure correct and timely discharges from hospital.</p> <p>Delays in arranging residential, nursing and domiciliary care for patients being discharged from Addenbrooke's remain the key drivers of ASC bed-day delays.</p> |
| <i>1F - Adults in contact with secondary mental health services in employment</i>                   | Older People & Mental Health | 13.4%           | 12.5%  | 12.8%  | Dec-17              | ↓   | G          | Suspended for 2016/17    | Suspended for 2016/17 | Performance at this measure is above target. Reductions in the number of people in contact with services are making this indicator more variable while the numbers in employment are changing more gradually.   |

| Measure  | Responsible Directorate(s) | Previous period | Target | Actual | Date of latest data | Direction of travel (up is good, down is bad) | RAG Status | Stat Neighbours | England | Comments   |
|--|----------------------------|-----------------|--------|--------|---------------------|---|------------|-----------------|---------|--|
| The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work | Community & Safety         |                 | 2,200  | 2,270  | Aug-17              | ↑   | G          |                 |         | <p>A targeted programme has started, focusing on increasing the participation in these deprived areas.</p> <p>The target was met for this academic year</p>  |
| The number of people starting as apprentices   | Community & Safety         |                 | 4,574  | 3,340  | 2016/17             | ↑   | G          |                 |         | <p>Provisional figures for the number of people starting as apprentices by the end of the third quarter of 2016/17 are 3,340, compared with 3,280 for the same quarter in 2015/16 - an increase of 2%. This means that the 2016/17 target of 4,574 is on track to be achieved.</p> |

## APPENDIX 8 – P&C Portfolio at end of December 2017

| Programme/Project and Lead Director   | Brief description and any key issues  | RAG                 |
|---|---|---------------------|
| <p><b>Building Community Resilience Programme:</b><br/>Sarah Ferguson / Elaine Matthews</p> | <p>A paper will go to Communities and Partnership Committee on 15th Feb asking Committee to support the development of a revised and shared Strategy between Cambridgeshire and Peterborough. If agreed, work on the new Strategy will start soon and we also hope to pick up earlier conversations with any District Councils who might be interested in being part of the new Strategy.</p> <p>Other delivery continues including the Innovate and Cultivate Fund, with a further 8 projects being recommended for funding to the Communities and Partnership Committee in February. Service Leads continue to be involved in the regular evaluation of funded projects to highlight new ways of working, returns on investment and potential commissioning opportunities for the Council.</p>  | <p><b>GREEN</b></p> |
| <p><b>Children's Centres:</b><br/>Helen Freeman / Sarah-Jane Smedmor</p>                    | <p>Officers are currently finalising the district based offer to be communicated to families later this month and an update paper will be taken to Children and Young People's committee in March where this restructure and new service offer will be monitored.</p> <p>The new programmes will offer a large amount of continuity with successful activities continuing across all districts. This will be complemented by a range of new activities, designed to meet the changing needs across the county and delivered in locations that take services into communities previously not served by a Children's Centre.</p>  | <p><b>GREEN</b></p> |
| <p><b>Children's Change Programme:</b><br/>Sarah-Jane Smedmor / James Gemmell</p>           | <p>The aims of the project are to identify additional opportunities within children's services to ensure that our services are targeted to those in greatest need and towards those that we can ensure experience a de-escalation of need and risk as a result of effective, integrated, multi-agency services delivered in a timely manner.</p> <p>The following options are being explored and monitored as part of the business planning process;</p> <ul style="list-style-type: none"> <li>• Whether the current offer being delivered by the SPACE team can be mainstreamed into the District teams</li> <li>• Review a number of fixed term posts which were created as part of the earlier phases of the CCP to identify if learning / development has been embedded within the District teams</li> <li>• Review of the fostering service</li> <li>• Using technology / different ways of working to increase productivity across the service</li> <li>• Restrict the use of out of hours support provided by external providers (following the introduction of planned out of hours working for District Teams)</li> <li>• Further opportunities to share services with Peterborough CC</li> </ul> | <p><b>GREEN</b></p> |

| Programme/Project and Lead Director                   | Brief description and any key issues  | RAG                            |
|---|---|--------------------------------|
| <p><b>0-19 Commissioning:</b><br/>Janet Dullaghan</p> | <p>This project is looking at how Cambridgeshire County Council (CCC), Peterborough City Council (PCC) and Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) can work together to integrate child health and wellbeing services. This includes consideration of 0-19 community based health services, including Health Visiting, School Nursing and Family Nurse Partnership; Early Help and Children's Centre services; and Child and Adolescent Mental Health Services across Cambridgeshire and Peterborough.</p> <p>The aim is for an integrated model where children, young people and families are offered a core programme of evidence based, early intervention and preventative health care with additional care and support for those who need it in line with the Thrive model. Thrive is based on having a good core offer across the agencies for universal services and clear and process to identify need early and provide the right early help and support.</p> <p>This large programme of work continues to progress following agreement of the scope and current financial envelope. We have now finalised the overarching principles and themes that will guide transformation of each of the specifications. In line with the direction of the Sustainability and Transformation Partnership plans, we are seeking to develop an Accountable Care System (ACS) which forges stronger working relationships between commissioners and providers. In this environment the culture is one of finding joint solutions to manage demand and financial pressures and ensure quality provision continues within a fixed and reducing budget.</p> <p>Providers have initiated board to board discussions to consider how they will respond to the integration agenda set out in the specification and will be detailing their response in February. A transformation board has been set up across both providers and commissioners to plan the integrated transformation programme.</p> | <p>RAG</p> <p><b>GREEN</b></p> |

| Programme/Project and Lead Director                   | Brief description and any key issues   | RAG                 |
|---|--|---------------------|
| <p><b>Mosaic:</b><br/>Sue Grace / Joanne Hopkins</p>  | <ul style="list-style-type: none"> <li>• Amber status remains reflecting both the overall complexity, tight timelines and technical and business change challenges</li> <li>• The Mosaic Board agreed a joint go-live for Adults, Children and Finance of the third quarter of 2018/19. This is subject to a number of dependencies including the implementation of Agresso and some decisions by the business concerning migration.</li> <li>• All workstreams are progressing and risks and issues continue to be monitored through the monthly board meetings</li> <li>• Change Champions and Business Support Super Users across Adults and Children's are now in place and trained</li> <li>• Familiarisation sessions have taken place across the county</li> <li>• Work has started on preparing the business for go-live and the transition to the new system</li> </ul> | <p><b>AMBER</b></p> |
| <p><b>Accelerating Achievement:</b><br/>Jon Lewis</p> | <p>Although the achievement of most vulnerable groups of children and young people is improving, progress is slow and the gap between vulnerable groups and other children and young people remains unacceptably wide. Accelerating the Achievement of Vulnerable Groups is a key priority of the Local Authority's School Improvement Strategy 2016-18 and an action plan has been developed. The AA Steering Group is monitoring the implementation of this plan.</p>  | <p><b>AMBER</b></p> |

# CHILDREN AND YOUNG PEOPLE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 1 March 2018

**Agenda Item No: 12**

## 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. Additional information about confidential items is given at the foot of this document.

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.

| Committee date  | Agenda item   | Lead officer        | Reference if key decision         | Deadline for draft reports | Agenda despatch date |
|-----------------|---|---------------------|-----------------------------------|----------------------------|----------------------|
| <b>13/03/18</b> | Minutes and Action Log  | Democratic Services | Not applicable                    | 28/02/18                   | 02/03/18             |
|                 | Outcome Focused Reviews - Phase Two<br>Recommendations for: <ul style="list-style-type: none"> <li>Cambridgeshire Outdoors</li> <li>Cambridgeshire Music</li> </ul> | A Askham            | 2018/017<br>(final decision only) |                            |                      |
|                 | Agreed Syllabus   | H Manley            | Not applicable                    |                            |                      |
|                 | Free School Proposals   | H Belchamber        | Not applicable                    |                            |                      |
|                 | Review of the Behaviour, Attendance and Improvement Partnership (BAIP) Service Level Agreement and the devolved funding formula for alternative education provision | A Wahlandt          | Not applicable                    |                            |                      |

| <b>Committee date</b>                     | <b>Agenda item</b>  | <b>Lead officer</b>      | <b>Reference if key decision</b> | <b>Deadline for draft reports</b> | <b>Agenda despatch date</b> |
|---|---|--------------------------|----------------------------------|-----------------------------------|-----------------------------|
|   | Key Stage 4, Post 16 and Virtual School Results   | J Lewis                  | Not applicable                   |                                   |                             |
|   | Childcare sufficiency and delivering the extended entitlement to additional childcare             | J Lewis                  | Not applicable                   |                                   |                             |
|   | Children's Centres Update   | L Williams               | Not applicable                   |                                   |                             |
|   | Finance and Performance Report  | C Malyon/<br>M Wade      | Not applicable                   |                                   |                             |
|   | Agenda Plan, Appointments to Outside Bodies and Training Plan                                     | Democratic Services      | Not applicable                   |                                   |                             |
| <i>[10/04/18]<br/>Provisional Meeting</i> |   |                          |                                  |                                   |                             |
| <b>22/05/18</b>                           | Notification of the Appointment of the Chairman/<br>Chairwoman and Vice Chairman/ Chairwoman      | Democratic Services      | Not applicable                   | 10/05/18                          | 14/05/18                    |
|   | Minutes and Action Log  | Democratic Services      | Not applicable                   |                                   |                             |
|   | Free School Proposals, including sponsor selection for new secondary school in Wisbech            | H Belchamber/ I Trafford | Not applicable                   |                                   |                             |
|   | Forward Plan for Children's Services, including feedback from review by Oxford Brookes University | L Williams               | Not applicable                   |                                   |                             |
|   | School Admissions and Transport Outcome Focused Review  | A Askham/ P Tadd         | Not applicable                   |                                   |                             |

| <b>Committee date</b>                     | <b>Agenda item</b>  | <b>Lead officer</b> | <b>Reference if key decision</b> | <b>Deadline for draft reports</b> | <b>Agenda despatch date</b> |
|---|---|---------------------|----------------------------------|-----------------------------------|-----------------------------|
|   | 0-19 Child Health Services, Emotional Wellbeing and Behaviour (renamed from Integrated Commissioning Arrangements for Children's Wellbeing) | W Ogle-Welbourn     | Not applicable                   |                                   |                             |
|   | Sawtry Village Academy: Lessons Learned   | W Ogle-Welbourn     | Not applicable                   |                                   |                             |
|   | Annual Youth Offending Service (YOS) Report   | S Ferguson/ T Watt  | Not applicable                   |                                   |                             |
|   | Update on Domestic Abuse and Sexual Violence work in Children and Education services  | S Ferguson          | Not applicable                   |                                   |                             |
|   | Finance and Performance Report  | C Malyon/<br>M Wade | Not applicable                   |                                   |                             |
|   | Agenda Plan, Appointments and Training Plan   | Democratic Services | Not applicable                   |                                   |                             |
| <i>[12 06/18]<br/>Provisional Meeting</i> |   |                     |                                  |                                   |                             |
| <b>10/07/18</b>                           | Minutes and Action Log  | Democratic Services | Not applicable                   | 28/06/18                          | 02/07/18                    |
|   | Free School Proposals ( <i>standing item</i> )  | H Belchamber        | Not applicable                   |                                   |                             |
|   | Education Strategy and Plan   | J Lewis             | Not applicable                   |                                   |                             |
|   | Placement Sufficiency for Looked After Children: Six Month Update Report  | L Williams          | Not applicable                   |                                   |                             |
|   | Finance and Performance Report  | C Malyon/<br>M Wade | Not applicable                   |                                   |                             |
|   | Agenda Plan, Appointments and Training Plan   | Democratic Services | Not applicable                   |                                   |                             |

| <b>Committee date</b>                    | <b>Agenda item</b>                                | <b>Lead officer</b>    | <b>Reference if key decision</b> | <b>Deadline for draft reports</b> | <b>Agenda despatch date</b> |
|--|---|------------------------|----------------------------------|-----------------------------------|-----------------------------|
| [14/08/18]<br><i>Provisional Meeting</i> |   |                        |                                  |                                   |                             |
| <b>11/09/18</b>                          | Minutes and Action Log                            | Democratic Services    | Not applicable                   | 30/08/18                          | 03/09/18                    |
|  | Free School Proposals ( <i>standing item</i> )    | H Belchamber           | Not applicable                   |                                   |                             |
|  | Future Capacity of Cambridge City Primary Schools | H Belchamber/ R Pinion | 2018/004                         |                                   |                             |
|  | Finance and Performance Report                    | C Malyon/<br>M Wade    | Not applicable                   |                                   |                             |
|  | Agenda Plan, Appointments and Training Plan       | Democratic Services    | Not applicable                   |                                   |                             |
| <b>09/10/18</b>                          | Minutes and Action Log                            | Democratic Services    | Not applicable                   | 27/09/18                          | 01/10/18                    |
|  | Free School Proposals ( <i>standing item</i> )    | H Belchamber           | Not applicable                   |                                   |                             |
|  | Finance and Performance Report                    | C Malyon/<br>M Wade    | Not applicable                   |                                   |                             |
|  | Agenda Plan, Appointments and Training Plan       | Democratic Services    | Not applicable                   |                                   |                             |
| <b>13/11/18</b>                          | Minutes and Action Log                            | Democratic Services    | Not applicable                   | 01/11/18                          | 05/11/18                    |
|  | Free School Proposals ( <i>standing item</i> )    | H Belchamber           | Not applicable                   |                                   |                             |
|  | Annual Corporate Parenting report                 | L Williams             | Not applicable                   |                                   |                             |
|  | Finance and Performance Report                    | C Malyon/<br>M Wade    | Not applicable                   |                                   |                             |
|  | Agenda Plan, Appointments and Training Plan       | Democratic Services    | Not applicable                   |                                   |                             |

| <b>Committee date</b>                     | <b>Agenda item</b>  | <b>Lead officer</b> | <b>Reference if key decision</b> | <b>Deadline for draft reports</b> | <b>Agenda despatch date</b> |
|---|---|---------------------|----------------------------------|-----------------------------------|-----------------------------|
| <b>04/12/18</b>                           | Minutes and Action Log  | Democratic Services | Not applicable                   | 22/11/18                          | 26/11/18                    |
|   | Estimating Demand for Education Provision (multipliers)       | H Belchamber        | Key Decision                     |                                   |                             |
|   | Free School Proposals ( <i>standing item</i> )                | H Belchamber        | Not applicable                   |                                   |                             |
|   | Finance and Performance Report                                | C Malyon/<br>M Wade | Not applicable                   |                                   |                             |
|   | Agenda Plan, Appointments and Training Plan                   | Democratic Services | Not applicable                   |                                   |                             |
| <b>15/01/19</b>                           | Minutes and Action Log  | Democratic Services | Not applicable                   | 03/01/19                          | 07/01/19                    |
|   | Free School Proposals ( <i>standing item</i> )                | H Belchamber        | Not applicable                   |                                   |                             |
|   | Schools Funding Formula Approval                              | J Lee               | Not applicable                   |                                   |                             |
|   | Finance and Performance Report                                | C Malyon/<br>M Wade | Not applicable                   |                                   |                             |
|   | Agenda Plan, Appointments to Outside Bodies and Training Plan | Democratic Services | Not applicable                   |                                   |                             |
| <i>[12/02/19]<br/>Provisional Meeting</i> |   |                     |                                  |                                   |                             |
| <b>12/03/19</b>                           | Minutes and Action Log  | Democratic Services | Not applicable                   | 28/02/19                          | 04/03/19                    |
|   | Free School Proposals ( <i>standing item</i> )                | H Belchamber        | Not applicable                   |                                   |                             |
|   | Finance and Performance Report                                | C Malyon/<br>M Wade | Not applicable                   |                                   |                             |

| <b>Committee date</b>                     | <b>Agenda item</b>  | <b>Lead officer</b> | <b>Reference if key decision</b> | <b>Deadline for draft reports</b> | <b>Agenda despatch date</b> |
|---|---|---------------------|----------------------------------|-----------------------------------|-----------------------------|
|   | Agenda Plan, Appointments and Training Plan   | Democratic Services | Not applicable                   |                                   |                             |
| <i>[16/04/19]<br/>Provisional Meeting</i> |   |                     |                                  |                                   |                             |
| <b>21/05/19</b>                           | Notification of the Appointment of the Chairman/ Chairwoman and Vice Chairman/ Chairwoman | Democratic Services | Not applicable                   | 09/05/19                          | 13/05/19                    |
|   | Free School Proposals ( <i>standing item</i> )  | H Belchamber        | Not applicable                   |                                   |                             |
|   | Finance and Performance Report  | C Malyon/<br>M Wade | Not applicable                   |                                   |                             |
|   | Agenda Plan, Appointments and Training Plan   | Democratic Services | Not applicable                   |                                   |                             |

**Notice made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in compliance with Regulation 5(7)**

1. At least 28 clear days before a private meeting of a decision-making body, public notice should be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.

| <b>Forward plan reference</b> | <b>Intended date of decision</b> | <b>Matter in respect of which the decision is to be made</b> | <b>Decision maker</b> | <b>List of documents to be submitted to the decision maker</b> | <b>Reason for the meeting to be held in private</b> |
|-------------------------------|----------------------------------|--|-----------------------|--|---|
|                               |                                  |  |                       |  |   |

**Decisions to be made in private as a matter of urgency in compliance with Regulation 5(6)**

3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chairman of the Council.
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.
5. The Chairman of the Council has agreed that the Committee may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

| <b>Date of Chairman's agreement</b> | <b>Matter in respect of which the decision is to be made</b> | <b>Reasons why meeting urgent and cannot reasonably be deferred</b> |
|-------------------------------------|--|---|
|                                     |  |   |

For further information, please contact Quentin Baker on 01223 727961 or [Quentin.Baker@cambridgeshire.gov.uk](mailto:Quentin.Baker@cambridgeshire.gov.uk)



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

Vacancies are highlighted in yellow.

| NAME OF BODY  | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S)   | CONTACT DETAILS  |
|---|--------------------|----------------|---|--|
| <p><b>Accelerating the Achievement of Vulnerable Groups Steering Group</b></p> <p>The Group steers the development and implementation of the Accelerating Achievement Action Plan, which aims to rapidly improve the educational achievement of vulnerable groups.</p>  | 6                  | 2              | <ol style="list-style-type: none"> <li>1. Councillor A Costello (Con)</li> <li>2. Councillor L Joseph (Con)</li> </ol>                                  | <p>Hazel Belchamber<br/>Head of Service, 0-19 Place Planning and Organisation</p> <p>01223 507165<br/><a href="mailto:Hazel.Belchamber@cambridgeshire.gov.uk">Hazel.Belchamber@cambridgeshire.gov.uk</a></p> |
| <p><b>Cambridgeshire Culture Steering Group</b></p> <p>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.</p> | 3                  | 3              | <ol style="list-style-type: none"> <li>1. Councillor S Bywater (Con)</li> <li>2. Councillor N Kavanagh (Lab)</li> <li>3. Cllr L Joseph (Con)</li> </ol> | <p>Hazel Belchamber<br/>Head of Service, 0-19 Place Planning and Organisation</p> <p>01223 507165<br/><a href="mailto:Hazel.Belchamber@cambridgeshire.gov.uk">Hazel.Belchamber@cambridgeshire.gov.uk</a></p> |

| NAME OF BODY   | MEETINGS PER ANNUM               | REPS APPOINTED | REPRESENTATIVE(S)  | CONTACT DETAILS   |
|--|----------------------------------|----------------|--|---|
| <p><b>Cambridgeshire Schools Forum</b></p> <p>The Cambridgeshire Schools Forum exists to facilitate the involvement of schools and settings in the distribution of relevant funding within the local authority area</p>  | 6                                | 3              | <ol style="list-style-type: none"> <li>1. Councillor S Bywater (Con)</li> <li>2. Councillor P Downes (LD)</li> <li>3. Councillor J Whitehead (Lab)</li> </ol>  | <p>Richenda Greenhill<br/>Democratic Services Officer</p> <p>01223 699171</p> <p><a href="mailto:Richenda.greenhill@cambridgeshire.gov.uk">Richenda.greenhill@cambridgeshire.gov.uk</a></p>                     |
| <p><b>Educational Achievement Board</b></p> <p>For Members and senior officers to hold People and Communities to account to ensure the best educational outcomes for all children in Cambridgeshire.</p>   | 3                                | 5              | <ol style="list-style-type: none"> <li>1. Councillor S Bywater (Con) (Chairman)</li> <li>2. Cllr S Hoy (Con)</li> <li>3. Cllr J Whitehead (Lab)</li> <li>4. Cllr S Taylor (Ind)</li> <li>5. Cllr P Downes (Lib Dem)</li> </ol> | <p>Hazel Belchamber<br/>Head of Service, 0-19 Place Planning and Organisation</p> <p>01223 507165</p> <p><a href="mailto:Hazel.Belchamber@cambridgeshire.gov.uk">Hazel.Belchamber@cambridgeshire.gov.uk</a></p> |
| <p><b>Fostering Panel</b></p> <p>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.</p>                 | 2 all-day panel meetings a month | 1              | <ol style="list-style-type: none"> <li>1. Councillor S King (Con)</li> <li>2. Cllr P Topping (Con)</li> </ol>  | <p>Fiona MacKirdy<br/>Interim Head of Service<br/>Looked After children</p> <p>01223 715576</p> <p><a href="mailto:fiona.mackirdy@cambridgeshire.gov.uk">fiona.mackirdy@cambridgeshire.gov.uk</a></p>           |
| <p><b>New Street Ragged School Trust</b></p> <p>Management of the Cambridge Learning Bus, which provided enhanced curriculum support to Cambridge City nursery and primary schools. It travels to the schools where the Learning Bus teacher and teaching assistant deliver workshops.</p> | 2                                | 2              | <ol style="list-style-type: none"> <li>1. Councillor L Nethsingha (LD)</li> <li>2. Councillor J Whitehead (Lab)</li> </ol>   | <p>Hazel Belchamber<br/>Head of Service, 0-19 Place Planning and Organisation</p> <p>01223 507165</p> <p><a href="mailto:Hazel.Belchamber@cambridgeshire.gov.uk">Hazel.Belchamber@cambridgeshire.gov.uk</a></p> |

| NAME OF BODY  | MEETINGS PER ANNUM                               | REPS APPOINTED | REPRESENTATIVE(S)  | CONTACT DETAILS  |
|---|--|----------------|--|--|
| <p><b>Outcome Focused Reviews</b></p>   | As required                                      | 4              | <ol style="list-style-type: none"> <li>1. Councillor Bywater – Outdoor Education</li> <li>2. Councillor S Hoy – School Admissions and Education Transport</li> <li>3. Councillor L Every – The Learning Directorate</li> <li>4. Councillor J Gowing – Education ICT</li> </ol> | <p>Owen Garling<br/>Transformation Manager</p> <p>01223 699235<br/><a href="mailto:Owen.Garling@cambridgeshire.gov.uk">Owen.Garling@cambridgeshire.gov.uk</a></p>      |
| <p><b>Outcome Focused Review of Cambridgeshire Music: Member Reference Group</b></p> <p>Council decided on 12 December 2017 to establish a Cambridgeshire Music Members' Reference Group comprising members of CYP and C&amp;I. This is politically proportionate and will consist of four Conservative Members, one Liberal Democrat Member and one Labour Member.</p> | As required                                      | 3              | <ol style="list-style-type: none"> <li>1. Councillor S Bywater (Con)</li> <li>2. Councillor L Every (Con)</li> <li>3. Councillor J Whitehead (Lab)</li> </ol>  | <p>Geoff Hinkins<br/>Transformation Manager<br/>Tel: 01223 699679<br/><a href="mailto:Geoff.Hinkins@cambridgeshire.gov.uk">Geoff.Hinkins@cambridgeshire.gov.uk</a></p> |
| <p><b>Standing Advisory Council for Religious Education (SACRE)</b></p> <p>To advise on matters relating to collective worship in community schools and on religious education.</p> <p>In addition to the three formal meetings per year there is some project work which requires members to form smaller sub-committees.</p>  | 3 per year (usually one per term)<br>1.30-3.30pm | 3              | <ol style="list-style-type: none"> <li>1. Councillor C Richards (Lab)</li> <li>2. Councillor S Hoy (Con)</li> <li>3. <b>Vacancy</b></li> </ol>   | <p>Amanda Fitton<br/>SACRE Adviser</p> <p><a href="mailto:Amanda.Fitton@cambridgeshire.gov.uk">Amanda.Fitton@cambridgeshire.gov.uk</a></p>                             |

| NAME OF BODY   | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S)           | CONTACT DETAILS  |
|--|--------------------|----------------|-----------------------------|--|
| <p><b>Virtual School Management Board</b></p> <p>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.</p> | Termly             | 1              | Councillor A Costello (Con) | <p>Hazel Belchamber<br/>Head of Service, 0-19 Place Planning and Organisation</p> <p>01223 507165<br/><a href="mailto:Hazel.Belchamber@cambridgeshire.gov.uk">Hazel.Belchamber@cambridgeshire.gov.uk</a></p> <p>Edwina Erskine<br/>Business Support Officer – Administration Services Team<br/>Cambridgeshire’s Virtual School for Looked After Children (ESLAC Team)</p> <p>01223 699883<br/><a href="mailto:edwina.erskine@cambridgeshire.gov.uk">edwina.erskine@cambridgeshire.gov.uk</a></p> |

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

| NAME OF BODY  | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S)   | CONTACT DETAILS  |
|---|--------------------|----------------|---|--|
| <p><b>Cambridgeshire Music Hub</b></p> <p>A partnership of school music providers, led by the County Council, to deliver the government's National Plan for School Music.</p>         | 3                  | 2              | <ol style="list-style-type: none"> <li>1. Councillor L Every</li> <li>2. Councillor S Taylor</li> </ol>                 | <p>Hazel Belchamber<br/>Head of Service, 0-19 Place Planning and Organisation</p> <p>01223 507165<br/><a href="mailto:Hazel.Belchamber@cambridgeshire.gov.uk">Hazel.Belchamber@cambridgeshire.gov.uk</a></p> <p>Matthew Gunn<br/>Head of Cambridgeshire Music</p> <p>01480 373500/ 01480 373830<br/><a href="mailto:Matthew.Gunn@cambridgeshire.gov.uk">Matthew.Gunn@cambridgeshire.gov.uk</a></p> |
| <p><b>Cambridgeshire School Improvement Board</b></p> <p>To improve educational outcomes in all schools by ensuring that all part of the school improvement system work together.</p> | 6                  | 2              | <ol style="list-style-type: none"> <li>1. Councillor S Bywater (Con)</li> <li>2. Councillor C Richards (Lab)</li> </ol> | <p>Hazel Belchamber<br/>Head of Service, 0-19 Place Planning and Organisation</p> <p>01223 507165<br/><a href="mailto:Hazel.Belchamber@cambridgeshire.gov.uk">Hazel.Belchamber@cambridgeshire.gov.uk</a></p>   |

| NAME OF BODY   | MEETINGS PER ANNUM | REPS APPOINTED   | REPRESENTATIVE(S)   | CONTACT DETAILS  |
|--|--------------------|------------------|---|--|
| <p><b>College of West Anglia Governing Body</b></p> <p>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.</p> <p>The appointment is subject to the nominee completing the College's own selection process.</p>      | 5                  | 1                | Councillor L Nethsingha                                   | <p>Rochelle Woodcock<br/>Clerk to the Corporation<br/>College of West Anglia</p> <p>01553 815288. Ext 2288<br/><a href="mailto:Rochelle.Woodcock@cwa.ac.uk">Rochelle.Woodcock@cwa.ac.uk</a></p>  |
| <p><b>F40 Group</b></p> <p>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.</p>   | tbc                | 1<br>+substitute | Councillor P Downes (LD).<br>Substitute: Cllr S Hoy (Con) | <p><b>Will Patten</b><br/><b>Service Director: Commissioning</b></p> <p><b>01223 727993</b><br/><a href="mailto:Will.Patten@cambridgeshire.gov.uk">Will.Patten@cambridgeshire.gov.uk</a></p>   |
| <p><b>Huntingdonshire Area Partnership</b></p> <p>Meetings are chaired by Daniel Beckett, (daniel.beckett@godmanchesterbaptist.org) also attends them.</p> <p>Cambridgeshire County Council's Children and Young People's Area Partnerships' Manager is Gill Hanby (<a href="mailto:gill.hanby@cambridgeshire.gov.uk">gill.hanby@cambridgeshire.gov.uk</a>).</p> | 3-4                | 1                | Councillor A Costello (Con)                               | <p>Dawn Shepherd<br/>Business Support Officer St Ives<br/>Locality/Hunts SEND SS/<br/>PA for Sarah Tabbitt<br/>Unit 7 The Meadow, Meadow Lane<br/>St Ives PE27 4LG<br/><a href="mailto:dawn.shepherd@cambridgeshire.gov.uk">dawn.shepherd@cambridgeshire.gov.uk</a><br/>01480 699173</p> |

| NAME OF BODY   | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S)  | CONTACT DETAILS  |
|--|--------------------|----------------|--|--|
| <p><b>Joint Consultative Committee (Teachers)</b></p> <p>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.</p>   | 2                  | 6              | <p>1. Vacancy<br/>2. Vacancy<br/>3. Vacancy<br/>4. Vacancy<br/>5. Vacancy<br/>6. Vacancy</p> <p><i>(appointments postponed pending submission of proposals on future arrangements)</i></p> | <p>Hazel Belchamber<br/>Head of Service, 0-19 Place Planning and Organisation</p> <p>01223 507165<br/><a href="mailto:Hazel.Belchamber@cambridgeshire.gov.uk">Hazel.Belchamber@cambridgeshire.gov.uk</a></p> |
| <p><b>Local Safeguarding Children's Board</b></p> <p>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.</p> | tbc                | 1              | Councillor S Bywater (Con)   | <p>Andy Jarvis,<br/>LSCB Business Manager</p> <p>07827 084135<br/><a href="mailto:andy.jarvis@cambridgeshire.gov.uk">andy.jarvis@cambridgeshire.gov.uk</a></p>   |



**Children and Young People (CYP) Committee Training Plan 2017/18**

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<br>Room 128 | <i>Wendi Ogle-Welbourn/<br/>Richenda Greenhill</i> | Presentation and discussion | CYP Members & Subs | Cllr S Bywater<br>Cllr A Costello<br>Cllr P Downes<br>Cllr L Every<br>Cllr A Hay<br>Cllr S Hoy<br>Cllr L Nethsingha<br>Cllr J Wisson<br>Cllr H Batchelor<br>Cllr D Connor<br>Cllr K Cuffley<br>Cllr L Joseph<br>Cllr C Richards<br>Cllr T Sanderson<br>Cllr J Gowing<br>Cllr A Bradnam<br>A Read | 75%                                 |

|    |                                |  |      |                                      |   |                             |  |   |     |
|----|--------------------------------|--|------|--------------------------------------|---|-----------------------------|--|---|-----|
| 2. | Schools Funding                | 1.To brief Members on changes to the National Funding Formula and High Needs Funding and the impact of this in Cambridgeshire;<br><br>2.To examine the roles of CYP Committee and Cambridgeshire Schools Forum in relation to schools funding. | High | 31.10.17<br>Room 128,<br>4.00-5.30pm | <i>Jon Lee/<br/>Richenda Greenhill</i>  | Presentation and discussion | CYP Members & Subs                               | Cllr H Batchelor<br>Cllr S Bywater<br>Cllr P Downes<br>Cllr Lis Every<br>Cllr A Hay<br>Cllr S Hoy<br>Cllr A Taylor<br>Cllr S Taylor<br>Cllr J Whitehead | 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/<br/>Mike Soper</i> | Presentation and discussion | CYP Members and Subs<br><br>E&E Members and Subs | Cllr A Bradnam<br>Cllr P Downes<br>Cllr S Taylor  | 25% |

Areas for consideration:

- Commissioning Services – what services are commissioned and how services are commissioned across People and Communities
- Special Educational Needs - strategy, role and operational delivery
- Meeting with Voices Matter (Young People’s Council) (Michelle Dean / Sarah-Jane Smedmor)
- Place Planning 0-19; commissioning new schools, admissions and Transport (Hazel Belchamber)
- Visit to the Multi-agency Safeguarding Hub (MASH) (Jenny Goodes)

**OUTCOME FOCUSED REVIEWS - UPDATE**

*To:* **Children and Young People's Committee**  
*Meeting Date:* **13 March 2018**  
*From:* **Amanda Askham, Head of Transformation**  
*Electoral division(s):* **All**  
*Forward Plan ref:* **N/A** *Key decision:* **No**

*Purpose:* **The purpose of this paper is to report progress to date of the current Outcome Focused Reviews which relate to children, young people and education services.**

*Recommendation:* **The Committee is asked to:**  
**a) Note and comment on the progress of the OFRs**  
**b) Note the recommendations made by the Commercial and Investment Committee**

| <b><i>Officer contact:</i></b>             | <b><i>Member contacts:</i></b>             |
|--|--|
| Name: <b>Amanda Askham</b>                 | Names: Cllr Simon Bywater                  |
| Post: Head of Transformation               | Post: Chair .                              |
| Email: Amanda.askham@cambridgeshire.gov.uk | Email: simon.bywater@cambridgeshire.gov.uk |
| Tel: 01223 704565                          | Tel: 01223 706398                          |

## 1. BACKGROUND

- 1.1 The Council's Transforming Cambridgeshire programme is our ambitious programme of change to ensure that we have the resources and capacity to deliver at pace. We are reviewing our portfolio of services so we are clear how these services contribute to Cambridgeshire County Council's outcomes and that we are delivering these in the most cost effective and commercially advantageous ways.

Outcome Focused Reviews (OFR) are being carried out to enable us to focus on looking at what we do from the perspective of our citizens with a view to designing what we do from the outside-in. This will enable us to harness the opportunities that are presented to us from working differently, seeing ourselves as part of the Cambridgeshire system and working with others to improve what we do.

- 1.2 There are three phases to the OFR process as set out in the table below.

| <b>Phase</b>                            | <b>Approach</b>  |
|---|--|
| Phase One<br><b>Baseline Assessment</b> | The assessment aims to provide a high level answer to the questions: "What service do we currently provide? What outcome are we aiming to achieve by providing that service? Should we continue to pursue that outcome? If so, can we improve the approach to achieving that outcome?"   |
| Phase Two<br><b>Discovery</b>           | The Discovery Phase will gather together a range of information from internal and external sources, analyse performance and use benchmarking to enable directors and Members to make evidence based judgements about service potential.<br><br>At the end of this stage, the review team will either propose an action plan for change, or will recommend that the service is put forward as a priority for Phase 3 of the review. |
| Phase Three<br><b>Design</b>            | This phase provides a complete and detailed review of the service and is likely to need specialist support, detailed work with the marketplace and with partners and a focused effort to involve citizens in service design.   |

- 1.3 An overarching approach to the OFR programme was agreed, this included some core principles to ensure consistence of approach and these were balanced with the flexibility needed to review the diverse range of service in scope. Each of the Outcome Focused Reviews has a lead Member and a team made up of colleagues from across the organisation and in some cases external advice.
- 1.4 This report provides an overview of where the initial tranche of Outcome Focused Reviews following the Discovery Phase (Phase Two).

## 2 EXECUTIVE SUMMARY FOR SERVICES IN SCOPE

### 2.1.1 Cambridgeshire Music – Lead Member: Cllr Hudson

#### **Background and approach taken:**

Cambridgeshire Music is a service within the Learning Directorate of People and Communities. Cambridgeshire Music's vision is that all children, families and adults in Cambridgeshire take advantage of the rich cultural opportunities available in the county, and that the providers of those opportunities work together to drive quality and reach. Cambridgeshire Music's mission is to provide children, families and adults in Cambridgeshire with high quality performing arts education and therapy, through direct delivery, commissioning and strategic leadership.

The OFR group collaborated to agree key lines of enquiry covering the service's contribution to the Council's outcomes; the relationship between the service and the wider Council; the service's current structure, finances and operating model; and the service's current strategy and approach. This report contains the findings in relation to those key lines of enquiry.

#### **Overall recommendation:**

Following a motion at full Council, a Member Panel drawn from the Commercial and Investment Committee and the Children and Young People Committee has been established to review Cambridgeshire Music's strategy and specifically its proposals related to digital music.

Due to the establishment of this Member Panel, the overall recommendation of the OFR group is that the service does not progress to the Design Phase (Phase 3) at this time. Instead it is proposed that the Member Panel is provided with the findings of the OFR group and make a recommendation to Commercial and Investment Committee as to whether the service should progress to the Design Phase once their work is concluded.

#### **Key findings:**

- Cambridgeshire Music makes a strong contribution to the Council's outcomes; particularly helping to ensure that children and young people reach their potential in settings and schools.
- Cambridgeshire Music is regarded as a high-performing Music Education Hub and service under current arrangements.
- The current delivery model, comprising a local authority service and a separate charitable company, is appropriate for the current range of services provided by Cambridgeshire Music.
- Commercial opportunities are limited by the significantly grant-funded nature of the service and would likely require additional investment in the service.
- Some specific areas should be investigated for broadening the service's contribution to the Council's outcomes; in particular opportunities surrounding the expansion of arts therapies through external funding.
- There may be opportunities from improving links between Cambridgeshire Music and other services in the Council, including the Council's corporate Communications Service; and specific opportunities to work in partnership with other services.

- There are significant opportunities in the service's developing approach to digital tuition, which will be explored by the Member Panel.

### **Presentation to Commercial and Investment Committee**

Councillor Peter Hudson presented the Cambridgeshire Music OFR. The review focused on the contribution of the service to the Council's outcomes, in particular opportunities surrounding the expansion of arts therapies through external funding.

During discussion of the review, Members:

- Encouraged the Member Panel created to review Cambridgeshire Music's strategy to address all the arts and not just music.
- Commented that while the numbers of people that went on to have careers in music were relatively low, there were many people that music was a significant part of their lives. Music was an important, growing sector of the economy and it was therefore vital that it be supported.
- Welcomed the opportunity for Cambridgeshire Music to engage in joined up working with other parts of Council business and committees.
- Highlighted potential funding streams available to the service and the wider long term view of the benefits to mental health and social mobility provided by the service.
- Confirmed the composition of the Member panel. The Chairman announced that owing to other commitments he would have to step down from the panel and would liaise with Members regarding the appointment his replacement.

It was resolved:

Not to progress to the Design Phase (Phase 3) at this time. The findings of the OFR Group would be provided to the Member Panel reviewing Cambridgeshire Music's strategy and make a recommendation to Commercial and Investment Committee as to whether the service should progress to the Design Phase once their work is completed.

## 2.1.2 The Education ICT Service – Lead Member: Cllr Gowing

### **Background and approach taken:**

The ICT Service (formerly Education ICT) is Cambridgeshire County Council's ICT advisory and support service for schools. Founded in 1995, the service has been a separate trading unit for the Council since 2000, offering chargeable services to schools and settings in Cambridgeshire and beyond.

### **Key findings:**

- A clear IT and Digital Strategy is required as an employer and provider that will give direction to the wider OFR.
- Current procurement rules should be reviewed for traded services to ensure services can meet customer time, cost and quality needs.
- As an income generating service, ICT Service has some difficulties making full use of internal CCC policies, processes and systems; some consideration needs to be given for all income generating services as to whether specific commercial focused processes and policies should be implemented.

### **Overall Recommendation:**

- Widen and re-scope the OFR to be a Council-wide review of IT services, this would include the IT & Digital Team and LGSS IT, in addition to the ICT Service. This review should start from mid-February 2018.
- There are emerging indications that the ICT service has a worsening financial outlook going into 2018/19. Although this would need to be addressed by the service regardless of the OFR, any potential deficit will be further investigated and mitigating actions brought forward.

### **Presentation to Commercial and Investment Committee**

Councillor John Gowing introduced the Education ICT Service review and drew the Committee's attention to the recommendation of the review set out in the report.

During discussion of the review, Members:

- Highlighted the issues regarding procurement rules that had been identified within several of the OFRs.
- Emphasised the need for a full business plan for the service that included a SWOT analysis of the procurement regulations noting that schools desired and required flexibility.
- Drew attention to the sensitive data held by schools and sought assurance regarding the security of that information given the flexibility schools had regarding where they purchased equipment. Members were informed that head teachers were acutely aware of their responsibilities regarding data security and providers of management information systems assess the security of the school environments in order to ensure security.

- Questioned whether the service was necessary given the flexibility of schools regarding the sourcing of equipment.
- Requested that Phase 3 of the review assess providing a back office and support service only.
- Clarified what widening and re-scoping of the OFR would involve. Officers explained that the three services highlighted in the report had not been considered together before and by doing so could provide opportunities.

The Chairman with the agreement of the Committee removed the second part of the recommendation of the OFR.

It was resolved to:

Widen and re-scope the OFT to be a Council-wide review of ICT services, this would include the IT & Digital Team and LGSS IT, in addition to the ICT Service. This review would start from mid-February 2018

### 2.1.3 **Outdoor Education** – Lead Member: Cllr Bywater

#### **Background and approach taken:**

Cambridgeshire Outdoors is the umbrella name for the internal partnership of three distinct CCC managed services that operate three outdoor learning centres: Burwell House, Grafham Water Centre (GWC) and Cambridgeshire Environmental Education Service (CEES) at Stibbington Centre. The three centres provide predominantly child and schools focused day, and residential outdoor learning experiences. The three services currently sit within the Learning Directorate of People and Communities as non-statutory CCC services.

A series of workshops, one to one and small group meetings have been held with the three outdoor centres, corporate colleagues and Cllr Bywater, who all provided current professional expertise and advice. Further desk-based research and feedback from current and booked customers has been used to inform the recommendations. This research has included a brief look into the marketplace, types of competitor models, locations, capacity and approach, and more in depth analyses of financial, and current performance of the centres.

This review was the first to commence and therefore much learning and iteration has taken place. The learning will need to inform not only Phase 3 of this review but provide insight to the commencement of other OFRs.

There has been some time constraints of the review group due to their day to day operational demands. Consideration will need to be given as to how the right group of staff is allocated to resource the next phase.

**Key findings:**

The centres currently achieve clear contribution and impact to Cambridgeshire County Council (CCC) outcomes. The core delivery is children and young people focused and enables those users to learn necessary life skills whilst developing personal resilience and appreciation of the wider community. The delivery clearly meets the curriculum across multiple subjects and outdoor and adventure activities in Key Stages 1-4, and gives young people the ability to apply subject knowledge in real world context. Further, the centres enables participants a chance to not only appreciate the environment, but understand the environment and their place in it.

The benefits of outdoor learning could further support other CCC outcomes or be used for specific purposes – including for example, family work or responding to the private sector training or facilitation needs, however the capacity to do this needs to be analysed.

The centres largely recover costs but separation into three distinct services means there are similarities in management and back-office activities and roles. It is clear there are opportunities for further collaboration to increase access and opportunities for all, bringing efficiencies to create further income revenues, in addition to achieving cost reductions. Current operations have limited ability to achieve current financial targets in future years (£77,123 surplus) and are unlikely to contribute to the 2018/19 £500k additional traded services income target without some redesign.

Each Head of Centre has expressed concern with lack of coherent strategic leadership and direction creating some uncertainty in future direction.

Capacity usage of the locations is different and increased usage of some of the sites may be possible.

There are some links to other outdoor / alternative place based activities, such as Forest Schools, Duke of Edinburgh award, National Citizen Service, and the Outdoor Education Advisory service, and consideration needs to be given as to how these links are extended or maintained.

Each centre requires some monetary investment to maintain the current level of condition of its site and buildings. Whilst the potential exists to increase usage and maximise capacity, further investment will be needed to improve the facilities.

Other local authority (LA) outdoor centre models have or are increasingly changing into one service that operates across multiple locations. Some models are arm's length / alternative models.

These services, alongside other income generating services, have some difficulty using and delivering within some internal authority policies, processes and systems due to the lack of specific commercially focused policies and mechanisms.

**Overall recommendation:**

The Outdoor Education Outcome Focused Review to progress to the Phase 3 Design stage to model the option of collation and redesign into one multi-site Outdoor Learning Service.

The Phase 3 modelling will review:

- Governance and leadership
- Staffing capacity, terms and conditions and structures
- Locations
- Investment required
- Increased or redefined usage of capacity (site, equipment and acumen)
- Increased market penetration in new primary and secondary school markets
- Increased delivery to non-schools marketplace in addition to expanding current schools marketplace
- Review other successful outdoor learning models that exist outside Cambridgeshire
- Potential for increased impact on identified outcomes.
- Use zero-based budgeting principles.

**Presentation to Commercial and Investment Committee**

Councillor Simon Bywater presented the Outdoor Education review. Councillor Bywater began by expressing his thanks to the officers involved in the review and emphasised to Members the benefits of outdoor learning and the clear impact on outcomes. The opportunities provided for children that they would not ordinarily receive from classroom based learning was highlighted together with the benefits for children facing and overcoming adversity.

During discussion of the review:

- Clarification was sought regarding the financial pressure of £103k. Officers explained that the majority related to a loan that had been approved several years ago.
- The links to the core objectives of the Council were highlighted and the benefits of the service that saved money for other areas of the Council.
- It was questioned whether if there was charging for attendance at the centres it could exclude some children from attending. Members were informed that bursaries were available and schools were also able to provide assistance to parents in certain circumstances.

It was resolved:

To progress to the Phase 3 Design stage to model the option of collation and redesign into one multi-site Outdoor Learning Service.

### **3.0 NEXT STEPS**

#### **3.2 Learning from the first Outcome Focused Reviews**

As well as providing us with a deeper understanding of our portfolio of services, this first batch of reviews has also helped us to develop and refine our approach to how we carry out these reviews.

The reviews have provided us with an opportunity to consider the medium- and long-term impact of the services that we deliver as well as identifying any short-term actions required to ensure the continued efficiency and effectiveness of our services to the public. Therefore, we are able to move the focus of our transformation programme from 'fire-fighting' to working on designing the future. Whilst we have identified this longer-term approach, we will continue to provide support for services that need it through short, intensive pieces of work.

We have been able to help services to place the work that they do into the wider context of the environment in which we work. For example, enabling teams to think through why people may want or need their services has allowed them to place what they do in the context of the wider Cambridgeshire system and start thinking through alternative ways in which this demand could be managed.

Our initial tranche of reviews were focused on specific services. However, we have realised that we will accomplish more from these reviews by shifting and widening our focus to the *functions* that these services fulfil. Our next tranche of Outcome Focused reviews will therefore take a more holistic approach and look at more strategic themes.

### **4. ALIGNMENT WITH CORPORATE PRIORITIES**

Report authors should evaluate the proposal(s) in light of their alignment with the following three Corporate Priorities.

#### **3.1 Developing the local economy for the benefit of all**

There are no significant implications for this priority.

#### **3.2 Helping people live healthy and independent lives**

There are no significant implications for this priority.

#### **3.3 Supporting and protecting vulnerable people**

There are no significant implications for this priority.

### **4. SIGNIFICANT IMPLICATIONS**

#### **4.1 Resource Implications**

There are no decisions at this stage with significant resource implications. Within this item reference is made to savings expectations for two of the areas undergoing an OFR. The

proposed budget before Full Council increases the surplus expectation on County Farms by £500k in 2018/19 and on the traded services mentioned above by £500k.

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

There are no significant implications for this priority.

#### 4.3 Statutory, Legal and Risk Implications

There are no significant implications for this priority.

#### 4.4 Equality and Diversity Implications

There are no significant implications for this priority.

#### 4.5 Engagement and Communications Implications

There are no significant implications for this priority.

#### 4.6 Localism and Local Member Involvement

There are no significant implications for this priority.

#### 4.7 Public Health Implications

There are no significant implications for this priority.

*The contacts for the sign off process are as follows:*

- *Resource Implications – Finance (**Sarah Heywood**)*
- *Procurement/Contractual/Council Contract Procedure Rules Implications – Finance (**Paul White**)*
- *Statutory, Legal and Risk – Legal (**Fiona McMillan**)*
- *Equality and Diversity –Service Responsibility (**Tamar Oviatt-Ham**)*
- *Engagement and Communications – Communications (**Eleanor Bell**)*
- *Localism and Local Member Involvement – Service Responsibility (**Tamar Oviatt-Ham**)*
- *Public Health – Public Health (**Tess Campbell. Reports should ideally be shared at drafting stage. If not a minimum of one week will be needed to provide clearance.**)*

| Implications  | Officer Clearance                       |
|---|---|
|   |   |
| <b>Have the resource implications been cleared by Finance?</b>  | Yes or No<br>Name of Financial Officer: |
|   |   |
| <b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS</b> | Yes or No<br>Name of Officer:           |

|  |  |
|--|--|
| <b>Head of Procurement?</b>  |  |
| <b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>          | Yes or No<br>Name of Legal Officer:  |
| <b>Have the equality and diversity implications been cleared by your Service Contact?</b>          | This will be address through individual Community Impact Assessments (CIA) as part of phase 3. |
| <b>Have any engagement and communication implications been cleared by Communications?</b>          | Yes or No<br>Name of Officer:  |
| <b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b> | There has been key Member involvement as stated throughout the paper.                          |
| <b>Have any Public Health implications been cleared by Public Health</b>                           | Yes or No<br>Name of Officer:  |

**SOURCE DOCUMENTS GUIDANCE**

*It is a legal requirement for the following box to be completed by the report author.*

| <b>Source Documents</b> | <b>Location</b> |
|-------------------------|-----------------|
| None.                   |                 |

