

COMMUNITIES AND PARTNERSHIP COMMITTEE



Date: Thursday, 17 January 2019

Democratic and Members' Services

Fiona McMillan
Monitoring Officer

10:00hr

Shire Hall
Castle Hill
Cambridge
CB3 0AP

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

AGENDA

Open to Public and Press

Apologies for absence and declarations of interest

Guidance on declaring interests is available at

<http://tinyurl.com/cc-conduct-code>

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Date of Next Meeting - Thursday 7th March 2019

The Communities and Partnership Committee comprises the following members:

Councillor Steve Criswell (Chairman) Councillor Kevin Cuffley (Vice-Chairman)

Councillor Adela Costello Councillor Lorna Dupre Councillor Lis Every Councillor Janet French Councillor Lina Joseph Councillor Ian Manning Councillor Claire Richards and Councillor Tom Sanderson

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

Clerk Name: Nick Mills

Clerk Telephone: 01223 699763

Clerk Email: nicholas.mills@cambridgeshire.gov.uk

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Public speaking on the agenda items above is encouraged. Speakers must register their intention to speak by contacting the Democratic Services Officer no later than 12.00 noon three working days before the meeting. Full details of arrangements for public speaking are set out in Part 4, Part 4.4 of the Council's Constitution <https://tinyurl.com/ProcedureRules>.

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COMMUNITIES AND PARTNERSHIP COMMITTEE: MINUTES

Date: Thursday, 20th December 2018

Time: 10:00am – 11:00am

Present: Councillors: S Criswell (Chairman), K Cuffley (Vice-Chairman), H Batchelor (substitute for Cllr I Manning), A Costello, L Dupre, L Every, T Sanderson and D Wells (substitute for Cllr L Joseph)

123. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies received from Councillors L Joseph (substituted by Cllr D Wells), I Manning (substituted by Cllr H Batchelor) and C Richards.

No declarations of interest were made.

124. MINUTES – 8TH NOVEMBER 2018 AND ACTION LOG

The minutes of the meeting held on 8th November 2018 were agreed as a correct record and signed by the Chairman.

An update to the Minutes Action Log was read out by the Service Director: Community and Safety. Due to the large number and length of the updates, Members requested the document be circulated to the Committee after the meeting. **Action required**

125. PETITIONS AND PUBLIC QUESTIONS

No petitions or public questions were received.

126. ADULT SKILLS SERVICE – PROPOSED GOVERNANCE ARRANGEMENTS

The Committee received a report on the proposed governance arrangements for the Adult Learning Service, having approved the principle of establishing a delivery model for the Cambridgeshire Adult Learning and Skills Service on 5th July 2018. Members were informed that the Shadow Governing Board had been set up and, having established the organisational vision, was now working to ensure the overall vision fulfilled local priorities and the skill strategy of the Cambridgeshire and Peterborough Combined Authority. It was noted that the name, Cambridgeshire Skills, had been chosen for longevity and flexibility, and that it avoided tying the organisation down or dating the service. In order to reflect the whole County, the service would be based in two locations, with one already having been established in March Community Centre, while another would potentially be set up in Cambridge. The Committee was reminded that it would receive two update reports each year from the organisation as well as the minutes from all the Governing Board meetings.

While discussing the report, Members:

- Questioned the use of the term 'core factor' in the third paragraph of Section 2.1.3 in the report, suggesting that it was unclear whether this implied a moral or legal requirement. It was noted that working in the interest of the service, as opposed to their own sectors, was the primary objective for board members and it was agreed that this could be better represented by replacing 'core factor' with a more specific term, such as 'core role' or 'primary responsibility'. **Action required**
- Suggested that excluding board Members from items in which they held a conflict of interest should not be a decision for the Chairman to make, as proposed in the third paragraph of Section 2.1.3 of the report. It was noted that Article 6a on page 42 of the report provided more detailed guidance on the issue, but the report itself suggested that the Chairman would hold greater power. Members considered the extra safeguarding that such a procedure would afford the board by allowing the Chairman to decide whether to exclude a member rather than relying on members to declare any relevant conflict of interest. It was decided to seek the Monitoring Officer's opinion on the matter. **Action required**
- Established that 'nagging doubts', as mentioned in the table on page 31 of the report, was a technical term used in safeguarding that represented concerns raised by staff that would then be considered alongside each other in order to form a larger picture.
- Confirmed that the Communities and Partnership Committee would continue to receive minutes of the governing board meetings once the shadow board had been replaced.
- Noted that the clerk to the Board was listed as a main Board member on page 39 of the report. It was confirmed by the officer that the clerk would not be a voting member but that they would be present to advise the board and take minutes of the meeting. The document would be amended to reflect this. **Action required**
- Questioned the length of the terms of office for Board members and were informed that this had still not been decided. Members were advised that the issue would be added to the next Shadow Board meeting agenda. **Action required**
- Considered whether the quorum level would change once the final Board membership was confirmed, as the report suggested that the membership could vary between 8 and 12, while the quorum was set at 5. The officer stated that she would seek clarification in order to inform Members. **Action required**

It was resolved to:

Agree the proposed governance arrangements for the Adult Learning Service that will move the Service arms-length from 1st April 2019.

127. COMMITTEE DELIVERY PLAN REVIEW 2018-19

The Committee received a report on the progress made on delivering the outcomes within the Community and Partnership Committee's delivery plan. Members' attention was drawn to the four priorities listed on page 48 of the report and they were informed that the main area of successful work had been based around the partnership working priority. Think Communities was identified as the most significant strategy, improving the way the Council worked with and supported the community while reducing the demand on Council services.

While discussing the report, Members:

- Established that all partners had either enthusiastically embraced the Think Communities approach or were beginning to do so. The Service Director of Community and Safety informed Members that the most notable acceptance had come from the Public Service Board, which had given its full endorsement.
- Questioned why some items in the table starting on page 53 of the report were given two colour ratings and others only one. Members were informed that two colours had been used to indicate the work carried out by Community Champions. The intention was to demonstrate that while there had been progress in some areas it had not been universal because South Cambridgeshire was not represented by Community Champions.
- Sought clarification over when the next round of bids for the Innovate and Cultivate Funds would be confirmed. The Assistant Director of Housing, Communities and Youth advised Members that the Recommendation Panel would meet on 7th January 2019 to hear applications for both Cultivate and Innovate funding. The recommendations for the Cultivate bids would subsequently be presented to the Committee on 17th January for ratification and the Innovate applications would be invited to their second stage of application, to be considered by the Panel on 1st March and presented to the Committee on 7th March for ratification.
- Expressed concern that there was little mention of work being done to tackle hate crime in the community resilience section of the report. It was noted that there were mentions in the report but it was agreed that more information should be provided in the following report.

It was resolved unanimously to:

Approve the report.

128. COMMITTEE REVIEW OF DRAFT REVENUE AND CAPITAL BUSINESS PLANNING PROPOSALS FOR 2019-20 TO 2023-24

The Committee received a report that provided an overview of the draft Business Plan revenue and capital that were within the remit of the Communities and Partnership Committee. It was noted that following feedback from the Committee in October 2018,

one of the four proposals had been removed, as indicated in sections 5.6 and 5.7 of the report.

While discussing the report, Members queried whether the work carried out by the post that was proposed for removal in section 99 of the report had been completed or whether the work would be continued elsewhere. Members were informed that the post in question was part of a project that had come to an end and that it was a discrete piece of work which would not leave a gap moving forward after the removal of the post.

It was resolved unanimously to:

- a) Note the overview and context provided for the 2019/20 to 2023/24 Business Plan revenue proposals for the Service, updated since the last report to the Committee in October.
- b) Comment on the draft revenue savings proposals that are within the remit of the Communities and Partnership for 2019/20 to 2023/24, and endorse the following proposals to the General Purposes Committee as part of consideration for the Council's overall Business Plan:
 - i) C/R.6.101 Sharing with other councils – Cambridgeshire & Peterborough Shared Services Programme (-500k)
 - ii) A/R.6.211 Safer Communities Partnership – Substitute Grant Funding (-30k)
 - iii) A/R.6.212 Strengthening Communities – Post Savings (-30k)

129. CAMBS 2020 – SPOKES WORKSTREAM

The Committee received a report proposing governance of the spokes element of the Cambs 2020 Programme, in which it was stated that the Commercial and Investments Committee had approved the Community and Partnerships Committee taking over the spokes element.

While discussing the report, Members:

- Agreed that the role was in line with the Committee's agenda of supporting a new model of community service delivery.
- Considered how often the Committee should provide updates to the Commercial and Investments Committee. It was noted that the report did not state how often this should occur and it was discussed whether it should be on a fixed basis or whenever it was considered necessary. Some Members expressed concern that if the relationship between the two Committees was not clearly established, the potential would exist for various parts of the process to either not be considered or to be considered by both Committees separately. It was noted that the Cambs 2020 Programme was a dynamic process and by its very nature was uncertain, making it

difficult to establish the exact number of how many reports and workshops would be necessary.

It was resolved by majority to:

- a) Note the content of this report.
- b) Support the transfer of responsibility for the 'spokes' element of the Cambs 2020 programme to the Communities and Partnership Committee.
- c) Agree that the Communities and Partnership Committee will report back to the Commercial and Investment Committee or meet as necessary, as the workstream develops.

130. COMMUNITY CHAMPIONS ORAL UPDATE

The Committee noted brief oral updates provided by the following Councillors:

- Councillor Costello, who drew attention to the Ramsey Repair Club timebanking project, which had already recruited 22 members and 2 organisations. A written update was also provided and is included as **Appendix 1** to these minutes.
- Councillor Every, who drew attention to the conferences on mental health and dementia held at St George's Surgery, as well as other projects emerging across the County. A written update was also provided and is included as **Appendix 2** to these minutes.
- Councillor Richards was absent from the meeting but provided a written update, which is included as **Appendix 3** to these minutes.

131. AGENDA PLAN

It was resolved unanimously to:

Note and agree the Agenda Plan.

132. TRAINING AND WORKSHOP PLAN

It was resolved unanimously to:

Note and agree the Workshop and Training Plan.

133. DATE OF NEXT COMMITTEE MEETING – 17TH JANUARY 2019

Chairman

Community Champion of Community Activity update

Community Champion:	Adela Costello
Place:	Huntingdonshire
Date:	Communities and Partnership Committee on 20th December 2018

UPDATE

- Evaluations about the project 'Essentials by Sue' could not take place due to the personal circumstances of elected councillors. Meetings will take place in January to evaluate the project in Huntingdon and to roll out in other areas. Ramsey Library staff and users have agreed in principle to being the collection point.
- An article in the local newspaper highlighting the work of the council plus the continued need to recruit foster carers and re-ablement workers in particular at this time of the year when the NHS struggles with bed blocking.
- Attended the launch of Ramsey Time Banking which is proving very successful.
- Visited the club for adults with learning disabilities for the Christmas Party and to continue to ascertain any needs, still need to advertise and make contact with other agencies such as Speak Out.
- Attended meetings about third party reporting which will involve Community Champions co-ordinating their areas.

NEW CONTACTS, PROJECTS AND PRIORITIES

- A meeting to be arranged with the Portfolio Holder for Communities at the District Council to consider future initiatives.
- Local parishes meetings to be organised with more structure. Next meeting on 17th January at Sawtry, public transport to be discussed.
- Knitted winter warmers still a priority for Time Bank members. Local food banks to distribute.
- Meeting to take place with the Mayor of CA and local MP to look at public transport in association with the review which is taking place.
- Attended Local Parish Forum at the Marriott Hotel on 23rd November.

COMMUNITY GOOD PRACTICE

- Joint working between Officers and Members of HDC and CCC plus members of local community groups in establishing 'Essentials by Sue'. Work still ongoing as it is rolled out into other areas and involves more groups.
- Supporting Time Bank co-ordinators in identifying new projects which will benefit local people such as gritting pavements in the winter months.
- Arranging meetings with local parish/town councillors and clerks to discuss issues in their areas.

Community Champion of Community Activity update

Community Champion:	Lis Every
Place:	East Cambridgeshire
Date:	Communities and Partnership Committee on 20th December 2018

UPDATE

- White Ribbon Accreditation achieved: being rolled out to Parishes;
- Working with County lead on Children's Centres and District Hub Social workers to identify local needs and gaps in provision. Visits being undertaken with families to understand scope of work being done in Ely and Littleport initially; Soham to follow: Undertaken training with Ely Children's Centre;
- Parenting Course in a Littleport primary school being delivered. Monitoring process in place. Spreading good practice; Working with Trumpington to facilitate their own bid.
- Bursaries obtained for Bishop Laney pupil premium students now in place resulting in increased numbers for the Sixth Form: allocated;
- ECDC Careers Event in Ely Cathedral - planning for next year – 5 November 2019
- Business Forum now formed to work with local sector; networking business lunches at Bishop Laney Sixth Form set up with sector representatives and focused Year 12 and 13 students: have held Media; Finance and Catering so far. Excellent networking events leading to work experience and understanding of the sector studied.
- Working with ECDC 'Get moving' campaign to develop a stakeholder group to support more activities, included a portfolio of different types of chair-based exercises, initially in Littleport and Ely; needs chasing;
- First conference held at St George's Surgery on Mental Health; next conference on Dementia.
- Meeting arranged for new year to pull together the Youth Strategy Board with Ely, Soham and Littleport; now involving Burwell;
- Working with a programme to support Dementia groups through exercise and singing in order to share good practice;
- Harnessing information from Parishes who are interested in setting up their own Timebanks, eg Working with the Friends of the Soham Library;
- Researching local libraries/village halls to determine facilities offered within the patch;
- Launch of an ECDC Apprenticeship Hub which is an interface between business and school to demystify the process and promote vacancies being tested;

NEW CONTACTS, PROJECTS AND PRIORITIES

- Working on the Hate Project with CSP at ECDC – working on venues for walk -n opportunities across the area;
- Working with Burwell on their Youth Project;
- Supporting and working with District Councillor for Soham on funding issues for 2 projects in Soham, ie a man shed and up-grading the youth football teams pavilion;

- Working with City College, Peterborough to grow numbers on their courses in East Cambridgeshire for their Health and Care Sector Work Academy, initially in Ely;
- Meeting with Wellbeing Service Manager, Peterborough Wellbeing Service regarding their bid regarding social prescribing and the intended impact on East Cambridgeshire.
- Discussions with VCAEC to extend car share scheme and attract volunteers outside Ely.

COMMUNITY GOOD PRACTICE

- Initial research has been undertaken to identify the organisations in existence, what they currently offer; how these services could overlap and determining a network strategy;
- Working with parish and district councillors to create capacity and information base supporting their work in their Parishes/Wards as required;
- Building network of community providers and champions across the District.
- Improve communication with County, District and Parish Councillors, particularly embracing social media.

Community Champion of Community Activity update

Community Champion:	Claire Richards
Place:	Cambridge City
Date:	Communities and Partnership Committee on 20th December 2018

UPDATE

- Regular meetings between the Area Champion(s) and the Executive Councillor for Community Services in order to discuss current and emerging live issues of mutual interest, gain a deeper understanding of the relevant issues for Cambridge City, provide challenge to the Committee and Council on the impact decisions may have in local areas. These include discussions with City Colleagues on the impact on the community given the cuts to the children's centres. Further liaising points to ongoing concerns. Update December - Further discussions on impact of cuts on children's centres and nursery provision in Cambridge.
- Meeting and requests made for clarity on service provision in Cambridge with the disposal of Shire Hall.
- Attendance at City Faith Partnership workshop in November 2017 resulted in regular involvement in order to develop and share the learning from the partnership, consider a possible need to reactivate the Inter-Faiths Council and make links between schools and Faith group through SACRE.
- Meetings with consultant and city officers working on extension plan for Cambridge to understand their plans, ambitions and areas for concern. Fed into plan and made connections between some community groups. Ongoing work with officers and members on new developments within the City including acting as an Ambassador for community based provision in meetings for new developments in Eddington and Darwin Green. Have met with the University on provision of senior living accommodation at Eddington. Liaising on the community provision at Darwin Green. Attended briefings on the environmental vision for Cambridge at the City. December update – Further work on provision of senior living accommodation in Eddington. Meeting arranged and discussions on community provision in Darwin Green taking place.
- Central Library in Cambridge is a flagship library which meets the demanding needs of a diverse population. Community Champion has met with key staff in central library to act as an ambassador and engage in community projects. This included homework clubs. Looking at impact of computer charges on the community and concerns raised about other services.
- Attendance at recent faith group meeting on rough sleeping/homelessness. Meetings with County officers on homelessness strategy and further meetings organised supporting work between city and county council. December update – Meeting took place to gain overview of narrative on provision for homelessness and rough sleeping in Cambridgeshire. Worked with and working with the city on this issue. Plan to arrange sharing of good practice in the City with other area champions if this would be a welcome contribution.

- Attended faith group meeting as above and reaching out to faith groups to consult on the impact of hate crime and ways forward on reporting it. December update – Consulting and reached out to a range of groups and faith groups on this issue and have feedback to feed into this.

<u>COMMUNITIES AND PARTNERSHIP COMMITTEE</u>		<u>Minutes - Action Log</u>			
This is the updated minutes action log as at 9th January 2019 and captures the actions arising from the most recent Communities and Partnership Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.					
<u>ACTIONS FROM MINUTES OF THE 17TH APRIL COMMITTEE</u>					
Minute No.	Report Title	Action to be taken by	Action	Comments	Status
52.	CAMBRIDGE-SHIRE ADULT LEARNING AND SKILLS SERVICE	Lynsi Hayward-Smith	a) There was a request to be provided in the next report with actual numbers against the percentages to aid context.	Data to be included in the next report	ACTION COMPLETE
			b) Suggested drop-out rate from people starting apprentice-ships would be useful information to be included in future reports.		ACTION COMPLETE
<u>ACTIONS FROM MINUTES OF THE 27TH SEPTEMBER COMMITTEE</u>					
Minute No.	Report Title	Action to be taken by	Action	Comments	Status
84.	MINUTES – 5TH JULY 2018	Adrian Chapman	Members requested a list of dates for the meetings of the new Adults Skills Service. Action: the Community & Safety Service Director undertook to forward this when compiled.	a) Dates for future meetings are still being determined, but the next meeting is provisionally scheduled for 21st November. b) The minutes of the previous meeting were circulated to the Committee on 19/11/18	ACTION ONGOING ACTION COMPLETE

87.	WHITE RIBBON CAMPAIGN	Sarah Ferguson	<p>Discussing the funding for the White Ribbon Campaign, Members were told that a meeting would take place in 6 weeks discussing increased demand.</p> <p>Action: the Enhanced and Preventative Services Directorate Service Director undertook to provide an update after this meeting.</p>	<p>The White Ribbon Working Group has met and will continue to meet on a quarterly basis. As well as updating the White Ribbon Action plan the group also have oversight of the Domestic Abuse and Sexual Violence Action Plan, with actions to address increases in demand for services. Funding has just been secured to extend outreach provision of domestic abuse services until March 2020.</p>	ACTION COMPLETE
92.	PEOPLE & COMMUNITIES RISK REGISTER	Adrian Chapman	<p>Queries were made about the thoughts of the Children and Young People Committee regarding:</p> <ul style="list-style-type: none"> a) The Cambridgeshire School Improvement Board's role in mitigating risks 2 and 11 in the report and b) How grant funding had been spent by agencies in regards to risk 7 in the report. <p>Action: the Service Director Community & Safety undertook to discuss the concerns with the Children and Young People Committee and inform the Communities and Partnership Committee.</p>	<p>This will be discussed by the People and Communities Directorate Management Team at the end of October.</p>	ACTION ONGOING
93.	FINANCE AND PERFORMANCE REPORT – JULY 2018	Adrian Chapman	<p>The performance indicators were considered to be narrow in scope given the Committee's broad remit.</p> <p>Action: the Service Director Community & Safety undertook to speak with the finance department about revising future performance indicators.</p>	<p>Draft KPIs have been discussed and agreed with colleagues in Finance and Business Intelligence. These will be presented to the Committee for Discussion ahead of April 2019, in order that they can be used from April onwards.</p>	ACTION COMPLETE

ACTIONS FROM MINUTES OF THE 18TH OCTOBER COMMITTEE

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
102.	HATE CRIME – PARTNERSHIP WORKING AND 3RD PARTY REPORTING CENTRES	Rob Hill	<p>Members were invited to participate in a working group along with the police and district councils to improve the programme and establish a clarity of vision.</p> <p>Action: Community Champions were suggested as suitable participants, while other Committee Members, including Cllr Cuffley, Cllr Manning and Cllr Batchelor indicated their interest in participating.</p>	<p>A meeting with Community Champions and key members was held on 20/11/18 to discuss and progress this task, supported by lead officers and the Police Hate crime officer. During the meeting we resolved to relaunch 3rd party reporting centres following a series of short engagements with CSP / District and parish councils, with the aim of identifying 1 centre per area. These will be supported by a number of 'ambassador' agencies, all of which will be provided with enhanced training and guidance via the Police team.</p> <p>We have also identified a need to ensure other means to report hate crime are sufficient (i.e online forums) and are looking at ways to target groups less likely to seek support from authorities (e.g travellers).</p> <p>A briefing note / aide has been provided to Community Champions to assist in engagement with others, and we are due to reconvene in late January to review findings and finalise plans.</p>	ACTION COMPLETE

104.	SHARED AND INTEGRATED SERVICES PROGRAMME	Michelle Rowe	<p>Members were invited to participate in workshop sessions along with other Members and officers from Cambridgeshire County Council and Peterborough City Council to discuss further opportunities and strategic issues.</p> <p>Action: Group Leaders would identify five Committee Members to form a cross party Member working group (3 Conservative, 1 Liberal Democrat, 1 Labour).</p>	<p>The following Members have been identified to form the working group:</p> <p>Cllr S Bywater (Con) Cllr S Count (Con) Cllr S Criswell (Con) Cllr N Harrison (Lib Dem) Cllr E Meschini (Lab)</p> <p>Cllr L Dupre (Lib Dem) Cllr P Downes (Lib Dem) Any Labour Councillor to sub</p>	ACTION COMPLETE
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ACTIONS FROM MINUTES OF THE 8TH NOVEMBER COMMITTEE

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
111.	MINTUES ACTION LOG	Adrian Chapman	<p>It was noted that there were a number of uncompleted actions from previous meetings.</p> <p>Action: the Service Director Community & Safety undertook to resolve the longest standing actions by the end of 2018.</p>	Completed.	ACTION COMPLETE

113.	INNOVATE AND CULTIVATE END OF YEAR REPORT	Elaine Matthews	<p>Members suggested that geographical weighting could be implemented in the funding decision process to increase coverage in under-represented areas.</p> <p>Action: the Strengthening Communities Service Manager acknowledged that this would be considered by the Steering Group at its next meeting.</p>	<p>The Steering Group considered the suggestion that a geographical weighting in the decision process might be used as a means of increasing funding coverage in under-represented areas.</p> <p>Following discussion the group felt that weighting as described above would not result in more projects which meet the needs of the community and the criteria of the fund. It would also open up the fund to challenge from organisations who might be unsuccessful in one area whilst others with the same or similar project are successful in another geographical area. Instead it is agreed that rather than try to show favour to one area, more work is needed to promote the fund where it could help most. Community Champions are engaged to help along with a suggestion that further information and advice should be given to all County Councillors in those areas. Officers will continue to promote the fund with partners, community groups and voluntary sector representatives.</p>	ACTION COMPLETE
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114.	CUSPE REPORT – MEASURES OF OUTCOMES	Adrian Chapman	<p>While discussing the establishment of assessment tools, Members requested that the report authors participate in a workshop alongside Members and officers in order to clarify and assist in the development of such techniques.</p> <p>Action: the Service Director Community & Safety undertook to investigate the possibility.</p>	The CUSPE research team are attending the January steering group meeting with officers and Members. Additionally, officers will engage with a small number of previous applicants to support the discussion, in order that the report findings can be fully implemented.	ACTION COMPLETE
115.	DEVELOPING A COUNTY COUNCIL OPERATING MODEL FOR TACKLING HOMELESSNES S ACROSS CAMBRIDGESHI RE	Sarah Ferguson	<p>While discussing the report, Members requested:</p> <p>a) a visual guide to how different organisations, boards and councils interacted on the issue, as well as the chain of the command</p> <p>b) information regarding the various causes of homelessness across different areas.</p> <p>Action: Assistant Director: Housing Communities and Youth undertook to circulate this information.</p>	<p>a) A visual guide of this information is available at https://cambridgeshireinsight.org.uk/housing/local-housing-knowledge/our-housing-network/.</p> <p>b) This work has been requested from the Housing Board's co-ordinator and is in the process of being produced; it will be circulated early in 2019</p>	<p>ACTION COMPLETE</p> <p>ACTION ONGOING</p>

ACTIONS FROM MINUTES OF THE 20TH DECEMBER COMMITTEE

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
124.	MINUTES – 8TH NOVEMBER 2018 AND ACTION LOG	Nick Mills	<p>After receiving an extensive oral update on the Minutes Action Log, Members requested a written version.</p> <p>Action: Democratic Services Officer Trainee undertook to circulate the update.</p>	The updated Minutes Action Log, as read out in the meeting, was circulated to Committee Members.	ACTION COMPLETE

126.	ADULT SKILLS SERVICE – PROPOSED GOVERNANCE ARRANGEMENTS	Pat Carrington	<p>While discussing the proposed arrangements, Members raised the following issues to be amended or consulted upon:</p> <ul style="list-style-type: none"> a) Replace the phrase ‘core factor’ in the third paragraph of Section 2.1.3 in the report. b) Remove the clerk to the Board from the list of main Board members. c) Consider the issue of terms of office for Board members at the next Shadow Board meeting. d) Establish whether quorum would be a fixed amount or whether it would vary according to the Board’s membership size. <p>Action: Assistant Director Skills and Employment undertook to make the relevant changes and inform Members of the response to their queries.</p>	<ul style="list-style-type: none"> a) The wording has been amended. b) The clerk has been removed from the list. c) This will be discussed at the next Shadow Board meeting on 25th January 2019. d) This will be discussed at the next Shadow Board meeting on 25th January 2019. 	<p>ACTION COMPLETE</p> <p>ACTION COMPLETE</p> <p>ACTION ONGOING</p> <p>ACTION ONGOING</p>
		Adrian Chapman	<ul style="list-style-type: none"> e) Consult the Monitoring Officer over the Chairman’s power to exclude members deemed to hold a conflict of interest. <p>Action: Service Director Community & Safety undertook to consult the Monitoring Officer.</p>		<p>ACTION ONGOING</p>

INNOVATE AND CULTIVATE FUND RECOMMENDED APPLICATIONS

To: **Communities and Partnership Committee**

Meeting Date: **17 January 2019**

From: **Sarah Ferguson: Assistant Director, Housing,
Communities and Youth**

Electoral division(s): **All**

Forward Plan ref: **N/A** *Key decision:* **No**

Purpose: **To provide the Communities and Partnership Committee
with:**

- a) The outcome of the 7th January Innovate and
Cultivate Fund (ICF) Recommendation Panel**
- b) A summary of funded ICF projects to date**

Recommendation: **Communities and Partnership Committee is asked to
consider recommendations of the panel and confirm
agreement to fund three applications through the Cultivate
Fund (2.3 in the report and Appendix 1).**

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Elaine Matthews Post: Strengthening Communities Manager Email: Elaine.Matthews@cambridgeshire.gov.uk Tel: 01223 706385	Names: Cllr Steve Criswell Post: Chairman Email: Steve.Criswell@cambridgeshire.gov.uk Tel: 01223 706385 01487 740745

1.	BACKGROUND
1.1	The Innovation Fund was initially launched in November 2016 and five projects were due to receive approved funding from April 2017 as a result of that application process. Learning from those early rounds a review and refresh of the fund was carried out resulting in the current Innovate and Cultivate Fund as agreed by Communities and Partnership Committee on 24 August 2017.
1.2	The fund is open to voluntary, community and social enterprise sector organisations based in and outside of Cambridgeshire and public sector bodies in Cambridgeshire, to realise their projects and ideas that help address the needs of local residents.
1.3	<p>There are two currently funding streams:</p> <ul style="list-style-type: none"> • Cultivate: small grants of £2,000-£10,000 aimed at encouraging local networks where people help themselves and each other. This is a single stage application process, where Communities and Partnership Committee consider the final recommendations of the panel before confirming award. • Innovate: larger grants of up to £50,000, for larger projects that demonstrate an innovative approach within one of the seven key priorities for Cambridgeshire. This is a two-stage application process where applicants present a more detailed logic model, delivery and budget plan to the panel as part of the second stage, after which Communities and Partnership Committee consider the final recommendations of the panel before confirming award.
1.4	<p>All applicants to the fund are required to demonstrate a number of stated criteria including the following:</p> <ul style="list-style-type: none"> • how their project will help to deliver one or more of the County Council's key outcomes • show they will reduce pressure on council services and/or offer direct savings for the council • be either a new, or build on an existing project in a new location or with new beneficiaries
2.	MAIN ISSUES
2.1	The most recent funding round ended on 1 st November and was open to applications for the Cultivate Fund and the Innovate Fund. A total of 30 eligible applications were received in this current round, including 8 Cultivate applications and 22 Innovate applications.
2.2	Each application was carefully considered in full by the Recommendation Panel on 7th January 2019. In accordance with Committee decision of 24 August 2017, the Panel is made up of two County Council Service or Assistant Directors, Head of Finance, a senior officer involved in managing the fund, a trustee of Cambridgeshire Community Foundation and five elected members from the Communities and Partnership Committee.

2.3	<p>The outcome of the panel is that three applications to the '£2,000 -£10,000' Cultivate Fund have been recommended by the panel for funding and are reported to this Committee for final decision, namely:</p> <ul style="list-style-type: none"> • Cambridge City Council - Safer Communities Team: Mobile outreach support and information service • Histon & Impington Community (HICOM): Histon & Impington Worry Tree Café • Cambridgeshire Police Shrievalty Trust: Vulnerable Families Continued <p>A summary of each of the recommended Cultivate Fund applications is detailed in the attached Appendix 1.</p>
2.4	<p>Six applications for the '£10,000-£50,000' Innovate Fund have been invited to proceed to the second application stage, where their additional and detailed information will be further considered by the Recommendation Panel at a later date and then, if recommended for funding, will be submitted to this Committee for final decision at a later date.</p>
2.5	<p>A further five unsuccessful applicants will be supported by CCC officers to develop their project plans and identify other sources of project funding.</p> <p>A brief summary of projects that received funding up to September 2018 is attached as Appendix 2.</p>
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
	<ul style="list-style-type: none"> • The focus of the Fund is supporting people to live healthy and independent lives. • It focuses upon the most vulnerable groups who are most likely to experience health inequalities.
3.3	Supporting and protecting vulnerable people
	<ul style="list-style-type: none"> • The focus of the Fund is to enhance delivery against this priority e.g. where the support of the voluntary and community sector could make a real difference to the lives of vulnerable people.

4.	SIGNIFICANT IMPLICATIONS
4.1	Resource Implications
	The resource implications are contained within the body of the report
4.2	Procurement/Contractual/Council Contract Procedure Rules Implications
	Although grants are exempt from procurement regulations, procurement advice has been taken on the grant application process and member involvement in recommending bids for award and final decision of award.
4.3	Statutory, Legal and Risk Implications
	Legal advice has been taken in the setting up of this Fund and in the creation of the grant application and monitoring process
4.4	Equality and Diversity Implications
	The focus of this Fund on supporting the most vulnerable will mean this investment will make a positive contribution to issues of equality.
4.5	Engagement and Communications Implications
	The plans for engagement and communication of this Fund are as agreed at July 2017 Committee.
4.6	Localism and Local Member Involvement
	<ul style="list-style-type: none"> Community empowerment sits at the heart of the Innovate and Cultivate Fund which enhances the opportunity for local community organisations to bid for projects which harness the energy of their community. In accordance with the decision at August Committee, Members play a key role in considering each application on its own merits and against the fund criteria. The Communities and Partnership Committee receive recommendations for funding from the Recommendation Panel
4.7	Public Health Implications
	<ul style="list-style-type: none"> The Innovate and Cultivate Fund affords opportunities for individuals and communities to develop their skills and resilience to undertake initiatives that improve health and well-being.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?	Yes Name of Financial Officer: Paul White (as agreed for previous papers)
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Yes Name of Legal Officer: Salma Kantharia (as agreed for previous papers)
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Adrian Chapman (as agreed for previous papers)
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Matthew Hall
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Adrian Chapman (as agreed for previous papers)
Have any Public Health implications been cleared by Public Health	Yes or No Name of Officer: Tess Campbell (as agreed for previous papers)

Source Documents	Location
Cambridgeshire Community Foundation Innovate and Cultivate Fund application forms and guidance.	<p>Application Form: https://ukcf.secure.force.com/forms/ICF</p> <p>Guidance: https://www.cambscf.org.uk/icf.html</p>

Innovate and Cultivate Fund

Cultivate Fund applications (£2k-£10k) recommended by the panel to the Communities and Partnership Committee for final decision.

Applicant and Project Name	Project Description	Amount of funding requested
<p>Cambridge City Council - Safer Communities Team</p> <p>Project name: Mobile outreach support and information service</p>	<p>This project provides a mobile booth (covered vehicle) offering support and information to up to 100 people rough sleeping or begging in Cambridge. It offers an accessible, safe place on the street to carry out informal support and listening service in all weathers. The service will also provide early intervention and support to people new to street living to reduce the likelihood of entrenched and chaotic ways of living occurring or continuing. This form of intervention before a crisis allows for more meaningful engagement around addictions, mental and physical health and a reduction in the need for more intensive/expensive interventions. The booth will also offer information to the public about how best to help those on the streets and raise awareness of services for people living on the streets and will enable service providers to work in greater partnership.</p>	£8,640.00
<p>Histon & Impington Community (HICOM)</p> <p>Project name: Histon & Impington Worry Tree Café</p>	<p>The funding will help to create a drop-in café that provides a safe environment where people who are struggling with wellbeing issues feel at ease and are comfortable talking about their experiences, want some solidarity / friendship with others in a similar position, need information and signposting. This is aimed at people struggling with mental health, carers of those with mental health challenges, people experiencing loneliness or people recently diagnosed with memory loss or other long term conditions. The charity has a three person wellbeing team who will be on hand at the cafe offer advice, support and information. The team includes a Village Older Peoples Worker, Village Dementia Support worker and a Village Mental Wellbeing worker.</p> <p>This project is expected to decrease demand on council mental health services including dementia support services and carer services.</p>	£2,800.00
<p>Cambridgeshire Police Shrievally Trust</p> <p>Project name: Vulnerable Families</p>	<p>The Bobby Scheme visits and provides security to the homes of vulnerable and persistently targeted domestic abuse victims across Cambridgeshire. The Bobby Scheme is innovative as it provides both practical and psychological support to families, enabling them to feel safer and to remain in their own homes. As well as fitting security devices the scheme provides crime prevention advice and reassurance. The scheme is only</p>	£10,000

Continued	<p>available to those victims of domestic abuse who are at high risk of homicide and have an IDVA.</p> <p>The scheme is fully supported by the domestic abuse partnership as it consistently delivers a high quality service to victims and their children and feedback is consistently very positive. This project has previously received Cultivate funding.</p>	
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Appendix 2

Projects funded by the Innovation Fund or Innovate & Cultivate Fund up to September 2018

Organisation	Service	Project description	Awarded up to:
Innovation Fund			
Carers Trust Cambridgeshire	Adult Social Care	to develop carer friendly community hubs, open to all, but particularly targeted at the over 80s as most at risk	£49,999
CHS Group	Adult Social Care	to develop more Timebanks across the county, further integrate them with another Time Currency called Time Credits, and enable the Timebanks themselves to become more financially sustainable	£49,984
Little Miracles CIO	Children & Families	to deliver services for families with disabled children across Cambridgeshire	£35,000
Somersham Parish Council	Adult Social Care	to carry out activities specifically aimed at improving the quality of life for those with neurological conditions ; the variety of sessions would include dance, chair exercises, etc	£25,000
Switch Now CIC	Children & Families	to train, support and mentor young adults with learning difficulties to progress towards voluntary, paid or self-employment	£10,500
Innovate			
Age UK Cambridgeshire & Peterborough	Adult Social Care	to support the setup of a network of Friendship Clubs for older people in areas of Cambridgeshire where the provision of such services is limited	£32,740
Cambridgeshire Deaf Association	Adult Social Care	to hire a volunteer manager to develop a pool of volunteers who will provide support for people within the deaf community	£50,000
Care Network Cambridgeshire	Adult Social Care	to enable local communities and individuals to set up micro enterprises, circles of support, and groups to meet the identified needs of their communities, through research, promotion and support	£49,475
The Resilience Group (Blue Smile, CFMS & Relate Cambridge)	Children & Families	to provide therapeutic support to disadvantaged local children, whilst simultaneously providing parenting wellbeing programmes, in order to strengthen families and relieve Council pressures	£31,055
The Cinnamon Network	Children & Families/ Adult Social Care	to support churches across Cambridgeshire to start models of social action to reduce pressure on front-line council resources.	£17,800
Meadows Children and Family Wing	Children & Families	to support female victims of domestic abuse and their children through a range of 1-1 and group services.	£49,478

Romsey Mill	Children & Families	to provide specialist support for isolated and disadvantaged young people in Trumpington to help them fulfil their potential	£49,062.25
Cultivate			
British Gymnastics Foundation	Adult Social Care	to run Love to Move in a community venue, to help older people with improve their movement and social activity	£9,999
Ely St. John's Primary School	Children & Families	to train all school staff in the therapeutic behaviour model and to bring children, staff and parents together to design improvements to the school environment	£5,000
Godmanchester Town Council	Adult Social Care	to launch a Time Bank in Godmanchester to bring people together and help one another	£5,426
Holy Trinity Church Hildersham PCC	Adult Social Care	to appoint a community development worker to work alongside an existing Parish Nurse	£10,000
Houghton & Wyton Time Bank	Adult Social Care	to connect young people and old people through volunteering, to reduce isolation	£10,000
South Cambridgeshire District Council	Adult Social Care	to run a social prescribing service to help older people stay independent in their communities	£10,000
Stretham Youth Club	Adult Social Care	to run a community led drop-in and activities project for over 60s	£3,900
The Cambridgeshire Police Shrievally Trust	Children & Families	to run a Bobby Scheme to support families and children who have been victims of crime to help them recover from the trauma	£10,000
East Leightonstone PCC	Children & Families	to provide 2-3 additional youth cafes for young people to spend time after school and access pastoral support from trained volunteers	£10,000
Cambridge Women's Resource Centre	Children & Families	to identify and support 10 vulnerable mothers who might struggle to sustain a healthy pregnancy and prepare for a healthy relationship with their babies	£10,000
Cambridgeshire Hearing Help	Adult Social Care	to re-design the organisation's technology infrastructure to meet ever-increasing demand and prevent older people's social care needs from escalating	£4,680
Ramsey Neighbourhoods Trust	Adult Social Care	to establish and coordinate a Timebank to reduce isolation, promote community resilience and enable residents to live well independently	£7,500
Disability Huntingdonshire	Adult Social Care	to provide benefits information advice and support to older people to enable them to continue living independently	£7,767
Romsey Mill Trust	Children & Families	to provide youth clubs for 140 children and young people with an autistic spectrum condition enabling them to meet others and develop social skills	£9,903

FINANCE AND PERFORMANCE REPORT – NOVEMBER 2018

To: **Communities & Partnership Committee**

Meeting Date: **17th January 2019**

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 November 2018
Finance and Performance report for Communities And
Partnership Services (C&P).**

**The report is presented to provide the Committee with the
opportunity to comment on the financial and performance
position as at the end of November 2018.**

Recommendations: **The Committee is asked to:**

- a) review and comment on the report**

<i>Officer contact:</i>	
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Tel:	01223 699733

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 proposed budget lines for which this Committee is responsible for. These are detailed below;

Forecast Variance Outturn (Previous) £000	Directorate	Budget 2018/19 £000	Actual Nov 2018 £000	Forecast Outturn Variance £000
0	Strategic Management - Communities & Safety	-38	89	0
0	Safer Communities Partnership	947	678	0
0	Strengthening Communities	521	410	0
0	Adult Learning and Skills	2,494	1,968	0
0	Total Expenditure	3,925	3,146	0
0	Grant Funding (including Dedicated Schools Grant etc.)	-2,391	-2,209	0
0	Total	1,534	937	0

1.4 Financial Context

The major savings agenda continues with £99.2m of savings required across the Council between 2017 and 2022. The planned savings for P&C in the 2018/19 financial year total £21,287k, of which those that are directly attributable to C&P total £0k. However the workstreams within C&P are integral to the overall delivery of many of the savings proposals.

Although significant savings have been made across P&C, the directorate continues to face demand pressures, particularly in children's services related to the rising number of looked after children.

CYP Committee have previously received reports confirming the medium term approach to managing demand on the looked after children's placement budget as well as outlining the major change and restructuring programme underway in the service. The changes are evidence based and respond to a series of reviews over the past twelve months by Oxford Brooks University, OFSTED, and LGA peers. The outcome of the changes will be easier referrals into the council's contact centre, social work teams based in districts led by non- case holding team managers who can provide more support and challenge, lower caseloads for social workers overall, with more resilience built in to larger teams., two dedicated teams focussed on adolescents, and more Child Practitioners focussed on working with children in need and able to undertake more sustained and in depth work.

It is acknowledged that these changes, and resulting budgetary improvements, will take time to

embed and it is increasingly recognised that it will not be possible to fully address and reduce the pressures through offsetting savings and mitigating actions within P&C during 2018-19. General Purposes Committee have now approved the allocation of the £3.413m smoothing fund to support Children's Services pressures, as recommended by CYP Committee, which has now been reflected in the latest reported position.

2.0 MAIN ISSUES IN THE NOVEMBER 2018 P&C FINANCE & PERFORMANCE REPORT

2.1 The November 2018 Finance and Performance report is attached at **Appendix 1**. At the end of November, P&C forecast overspend has increased from £2,671k to £4,382k. Of this forecast overspend £0k is attributable to C&P budget lines.

2.2 Significant Issues.

The main changes to the revenue forecast variances for P&C since the previous report are as follows:

- Home to School Transport – Special. The forecast overspend has increased by £750k to £1,500k. The increase is due to a review of expected commitments now that the majority of routes for the 2018/19 academic year have been agreed, as well as further growth in SEND pupil numbers for the new academic year.
- LAC Transport is anticipated to be £300k over budget, as a result of an overall increase in Looked after Children, meaning 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
- SEND Specialist Services (0-25yrs) are forecasting a £7.4m overspend. £6.6m of this pressure is Dedicated Schools Grant expenditure which will be managed within the overall DSG resources and carried forward as a deficit balance into 2019/20. £800k of this is a base budget pressure on the Council's bottom line. We saw a net increase of 500 Education, Health and Care Plans (EHCPs) over the course of the 2017/18 academic year (13%) and have been averaging an additional 9 EHCPs a week during September and October 2018. This increase in numbers, as well as an increase in complexity of need, has caused pressures across all elements of the SEN budget. Further details can be found in **Appendix 1**, note 13.
- Home to School/ College Transport - Mainstream are expected to overspend by £200k as a result of quotes being received at a higher cost than that expected based on previous years costs. In addition, there has been a higher than usual number of in-year admissions requests where the local school is full. These situations require us to provide transport to schools further away, outside statutory walking distance.

2.3 Performance

There are four new C&P Performance Indicators, these have no target and are therefore not RAG-rated. The new performance indicators being reported are;

- Number of young first time entrants into the criminal justice system, per 10,000 of population compared to statistical neighbours
- Victim-based crime per 1,000 of population compared to statistical neighbours (hate crime)
- Proportion of new apprentices per 1,000 of population, compared to national figures
- Engagement with learners from deprived wards as a proportion of the total learners engaged

3.0 2018-19 SAVINGS TRACKER

- 3.1 As previously reported the “tracker” report – a tool for summarising delivery of savings – will be updated throughout the year and the overall position reported to 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.

Source Documents	Location
The report is made available online each month and presented to the Committee.	https://www.cambridgeshire.gov.uk/council/finance-and-budget/finance-&-performance-reports/

People & Communities (P&C) Service

Finance and Performance Report – November 2018

1. SUMMARY

1.1 Finance

Previous Status	Category	Target	Current Status	Section Ref.
Red	Income and Expenditure	Balanced year end position	Red	2.1
Green	Capital Programme	Remain within overall resources	Green	3.2

1.2. Performance Indicators – October 2018 Data (see sections 4&5)

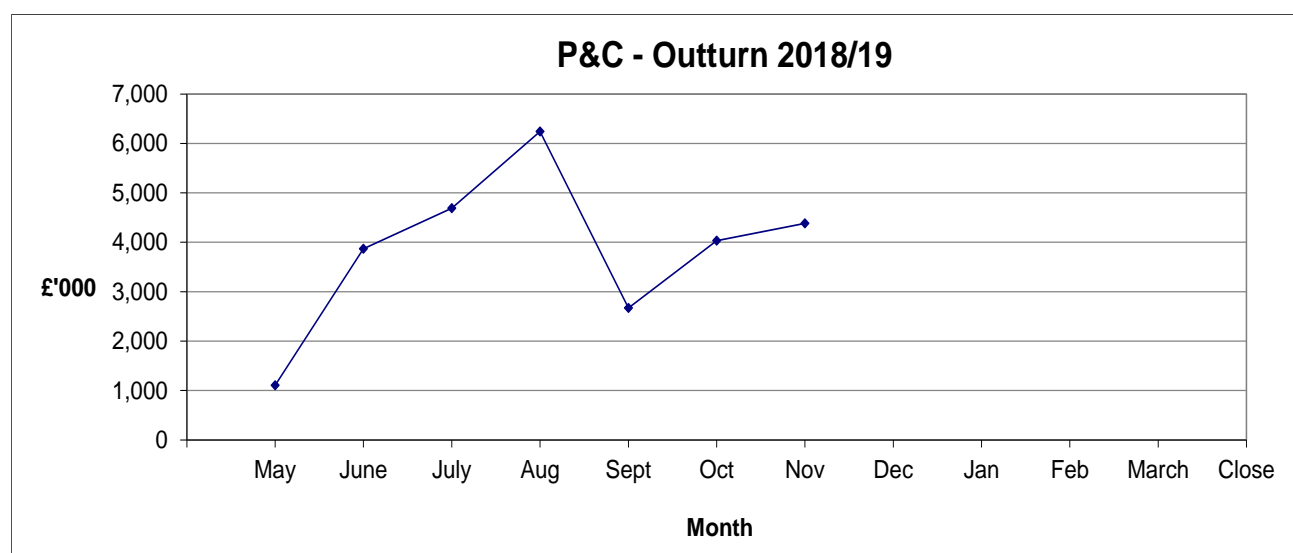
Monthly Indicators	Red	Amber	Green	No Target	Total
October 17/18 Performance (No. of indicators)	9	9	6	14	38

2. INCOME AND EXPENDITURE

2.1 Overall Position

Forecast Variance Outturn (Oct) £000	Directorate	Budget 2018/19 £000	Actual £000	Forecast Outturn Variance £000	Forecast Outturn Variance %
-159	Adults & Safeguarding	153,831	91,812	132	0.1%
5,131	Commissioning	44,215	39,781	5,131	11.6%
-50	Communities & Safety	6,982	4,713	-46	-0.7%
1,510	Children & Safeguarding	52,066	35,184	1,547	3.0%
7,323	Education	79,736	30,885	7,383	9.3%
-3,159	Executive Director	4,336	547	-3,159	-72.9%
10,596	Total Expenditure	341,165	202,921	10,988	3.2%
-6,565	Grant Funding	-97,914	-66,627	-6,607	6.7%
4,031	Total	243,251	136,294	4,382	1.8%

The service level finance & performance report for 2018/19 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 November 2018, the overall P&C position is an overspend of £4,382k.

Significant issues are detailed below:

Adults

Within Adults and Safeguarding, care budgets are increasingly under pressure from higher than expected cost increases, growing demand for services, and increasing complexity of the cohort of people in receipt of care:

- Large care pressures continue to be reported in the Learning Disability Partnership, with the forecast variance on the Council's share of the pooled budget overspend increasing in November to reach £2.56m. Increases in the forecast position for the LDP in the last several months including November have been due to changes in care costs, especially nursing care – demand for services, mainly through changing needs of existing service-users, has consistently exceeded the monthly expectation on which budgets were based. Part of the overall pressure relates to delays to savings plans, with some expected to be delivered in 2019/20 instead of in-year, but savings delivery remains good and on track for the revised phasing.
- Older People and Physical Disability Services is forecast to have a pressure of around £922k. Unit costs of all types of care are generally increasing month-on-month and the mix of placements is shifting towards more expensive care types, especially nursing care. This is partially due to moving into winter, as well as work to accelerate discharges from hospitals, and is exacerbated by constrained capacity in the domiciliary care market. Work is underway to address these issues, particularly the latter, with funding announced by central government in the recent budget.

The financial position in Adults services is partially offset by application of grant funding received from central government for the mitigation of pressures on the social care system. Parts of these grants were specifically earmarked against emerging demand pressures, and further funding has been identified from other

spend lines that have not happened or where there has been slippage. This grant funding appears on the 'Strategic Management – Adults' budget line.

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 November 2018 for **Looked After Children (LAC)** is shown below:

	BUDGET				ACTUAL (November)				VARIANCE		
Service Type	No of placements Budgeted	Annual Budget	No. of weeks funded	Average weekly cost per head	Snapshot of No. of placements November 18	Yearly Average	Forecast Outturn	Average weekly cost per head	Yearly Average budgeted no. of placements	Net Variance to Budget	Average weekly cost diff +/-
Residential - disability	1	£132k	52	2,544.66	2	1.84	£368k	3,537.43	0.84	£236k	992.77
Residential - secure accommodation	0	£k	52	0.00	0	0.47	£156k	5,908.00	0.47	£156k	5,908.00
Residential schools	16	£2,277k	52	2,716.14	19	16.70	£2,379k	2,887.95	0.7	£102k	171.81
Residential homes	39	£6,725k	52	3,207.70	34	34.12	£5,998k	3,536.48	-4.88	-£728k	328.78
Independent Fostering	199	£9,761k	52	807.73	293	287.13	£11,834k	798.53	88.13	£2,073k	-9.20
Supported Accommodation	31	£2,355k	52	1,466.70	24	22.66	£1,366k	1,317.07	-8.34	-£989k	-149.63
16+	8	£89k	52	214.17	5	5.10	£92k	312.86	-2.9	£3k	98.69
Growth/Replacement	-	£k	-	-	-	-	£621k	-	-	£621k	-
Pressure funded within directorate	-	-£1,526k	-	-	-	-	£k	-	-	£1,526k	-
TOTAL	294	£19,813k			377	368.02	£22,813k		74.02	£3,000k	
In-house fostering - Basic	191	£1,998k	56	181.30	205	190.85	£1,943k	179.00	-0.15	-£55k	-2.30
In-house fostering - Skills	191	£1,760k	52	177.17	209	200.34	£1,788k	179.38	9.34	£29k	2.21
Kinship - Basic	40	£418k	56	186.72	43	42.16	£439k	186.89	2.16	£20k	0.17
Kinship - Skills	11	£39k	52	68.78	25	15.73	£47k	47.76	4.73	£8k	-21.02
In-house residential	5	£603k	52	2,319.99	0	1.33	£431k	3,117.39	-3.67	-£172k	797.40
Growth	0	£k	-	0.00	0	0.00	£k	0.00	-	£k	-
TOTAL	236	£4,818k			248	234.34	£4,648k		-1.66	-£170k	
Adoption Allowances	105	£1,073k	52	196.40	107	106.90	£1,161k	195.34	1.9	£89k	-1.06
Special Guardianship Orders	246	£1,850k	52	144.64	251	247.72	£1,840k	142.61	1.72	-£10k	-2.03
Child Arrangement Orders	91	£736k	52	157.37	88	90.69	£723k	153.66	-0.31	-£13k	-3.71
Concurrent Adoption	5	£91k	52	350.00	5	4.93	£90k	350.00	-0.07	-£1k	0.00
TOTAL	447	£3,750k			451	450.24	£3,814k		1.9	£64k	
OVERALL TOTAL	977	£28,382k			1076	1,052.60	£31,276k		74.26	£2,894k	

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.

2.5.2 Key activity data to the end of November for **SEN Placements** is shown below:

BUDGET				ACTUAL (November 18)				VARIANCE			
Ofsted Code	No. of Placements Budgeted	Total Cost to SEN Placements Budget	Average annual cost	No. of Placements November 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	98	99.55	£6,399k	£64k	0	1.55	£234k	£1k
Hearing Impairment (HI)	3	£100k	£33k	3	3.00	£121k	£40k	0	0.00	£21k	£7k
Moderate Learning Difficulty (MLD)	3	£109k	£36k	8	9.07	£137k	£15k	5	6.07	£28k	£21k
Multi-Sensory Impairment (MSI)	1	£75k	£75k	0	0.00	£0k	-	-1	-1.00	£75k	£k
Physical Disability (PD)	1	£19k	£19k	4	4.34	£76k	£18k	3	3.34	£57k	£1k
Profound and Multiple Learning Difficulty (PMLD)	1	£41k	£41k	1	0.99	£67k	£68k	0	-0.01	£26k	£26k
Social Emotional and Mental Health (SEMH)	35	£1,490k	£43k	45	46.89	£2,136k	£46k	10	11.89	£646k	£3k
Speech, Language and Communication Needs (SLCN)	3	£163k	£54k	2	2.00	£88k	£44k	-1	-1.00	£76k	£11k
Severe Learning Difficulty (SLD)	2	£180k	£90k	4	3.73	£388k	£104k	2	1.73	£207k	£14k
Specific Learning Difficulty (SPLD)	8	£164k	£20k	9	7.66	£233k	£30k	1	-0.34	£69k	£10k
Visual Impairment (VI)	2	£64k	£32k	2	2.00	£57k	£29k	0	0.00	£7k	£4k
Growth / (Saving Requirement)	-	£1,000k	-	-	-	£388k	-	-	-	£612k	-
TOTAL	157	£9,573k	£61k	176	179.23	£10,091k	£54k	19	22.23	£518k	£7k

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 November for **Learning Disability Services** is shown below:

		BUDGET			ACTUAL (November 18)				Year End		
Service Type		Expected No. of Service Users 2018/19	Budgeted Average Unit Cost (per week) £	Annual Budget £000	Current Service Users	DoT	Current Average Unit Cost (per week) £	DoT	Forecast Actual £000	DoT	Variance £000
Learning Disability Services	Residential	299	£1,381	£21,465k	281	↔	£1,477	↑	£22,450k	↓	£985k
	Nursing	8	£1,675	£697k	8	↔	£1,694	↔	£720k	↓	£23k
	Community	1,285	£666	£44,503k	1,316	↑	£692	↑	£48,196k	↑	£3,693k
Learning Disability Service Total		1,592		£66,665k	1,605				£71,366k		£4,701k
Income				-£2,814k					-£3,250k	↑	-£437k
Further savings assumed within forecast as shown in Appendix 1											-£754k
Net Total				£63,851k							£3,510k

2.5.4 Key activity data to end of November for Adult Mental Health Services is shown below:

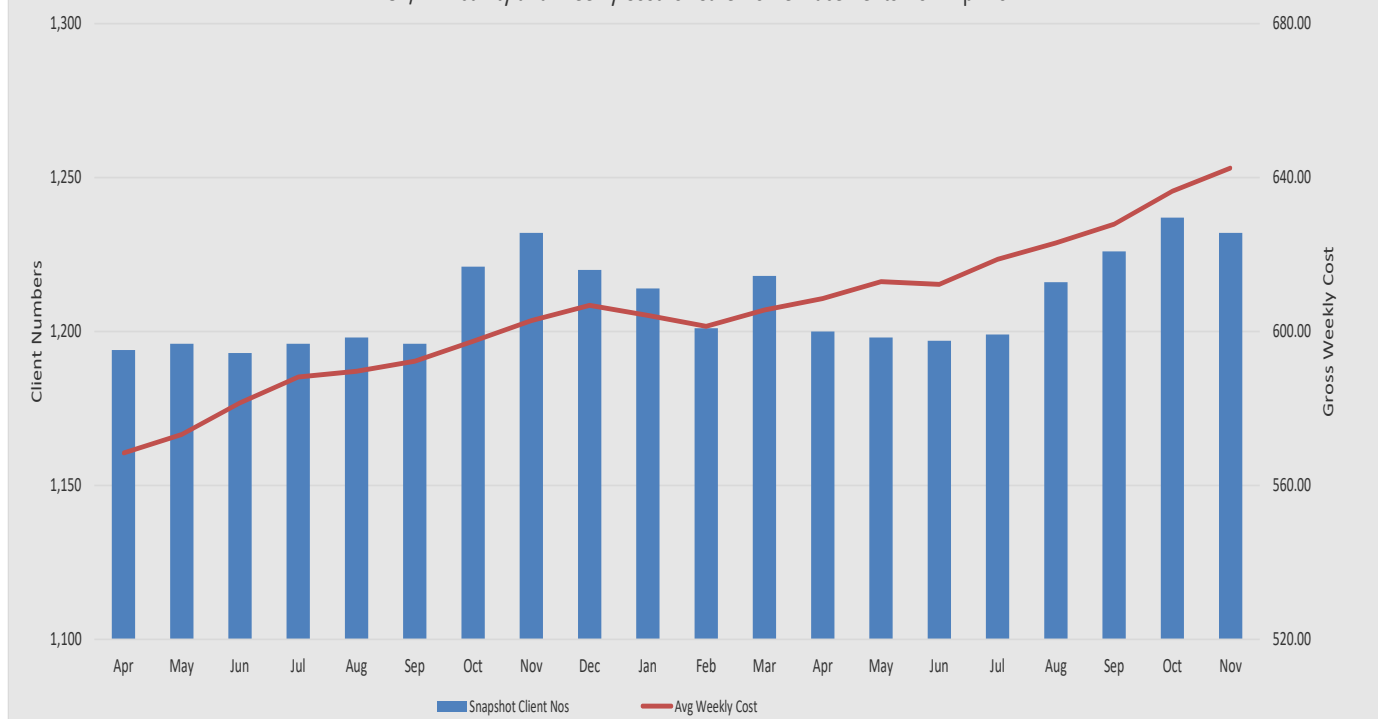
		BUDGET			ACTUAL (November)				Year End		
Service Type		Expected No. of Service Users 2018/19	Budgeted Average Unit Cost (per week) £	Annual Budget £000's	Current Service Users	D o T	Current Average Unit Cost (per week) £	D o T	Forecast Actual £000's	D o T	Variance £000's
Adult Mental Health	Community based support	11	£127	£71k	6	↔	£57	↔	£36k	↓	-£34k
	Home & Community support	164	£100	£857k	147	↓	£104	↑	£783k	↓	-£74k
	Nursing Placement	14	£648	£457k	16	↓	£684	↓	£585k	↓	£127k
	Residential Placement	75	£690	£2,628k	66	↓	£650	↓	£2,290k	↓	-£338k
	Supported Accommodation	130	£120	£792k	135	↔	£171	↔	£1,126k	↓	£333k
	Direct Payments	12	£288	£175k	14	↔	£233	↔	£211k	↔	£36k
Total Expenditure		406		£4,980k	384				£5,030k		£50k
Health Contribution				-£298k					-£183k		£115k
Client Contribution				-£234k					-£364k		-£130k
Total Income				-£532k					-£547k		-£15k
Adult Mental Health Net Total		406		£4,448k	384				£4,483k		£35k

Direction of travel compares the current month to the previous month.

2.5.5 Key activity data to the end of November for Older People (OP) Services is shown below:

OP Total		BUDGET			ACTUAL (November 18)				Year End		
Service Type		Expected No. of Service Users 2018/19	Budgeted Average Unit Cost (per week) £	Annual Budget £000	Current Service Users	D o T	Current Average Unit Cost (per week) £	D o T	Forecast Actual £000	D o T	Variance £000
Residential		514	£541	£14,855k	472	↑	£573	↑	£14,902k	↑	£47k
Residential Dementia		389	£554	£11,492k	374	↓	£572	↑	£11,528k	↑	£36k
Nursing		312	£750	£12,508k	296	↑	£788	↑	£13,273k	↑	£765k
Nursing Dementia		62	£804	£2,640k	90	↑	£824	↓	£2,802k	↑	£161k
Respite				£1,558k					£1,694k	↓	£136k
Community based											
~ Direct payments		538	£286	£8,027k	497	↓	£331	↑	£8,272k	↓	£244k
~ Day Care				£1,095k					£1,053k	↑	-£42k
~ Other Care				£4,893k					£4,948k	↑	£55k
~ Homecare arranged		1,516	per hour £16.31	£14,865k	1,399	↓	per hour £16.15	↑	£14,210k	↓	-£655k
~ Live In Care arranged		50		£2,086k	50	↔	£778.90	↑	£2,047k	↑	-£38k
Total Expenditure		3,381		£74,018k	3,128				£74,728k		£710k
Residential Income				-£10,331k					-£9,468k	↓	£863k
Community Income				-£8,811k					-£9,218k	↓	-£408k
Health Income				-£651k					-£964k	↓	-£313k
Total Income				-£19,793k					-£19,651k		£142k

OP/PD Activity and Weekly Cost for Care Home Placements from Apr 2017



2.5.6 Key activity data to the end of November for **Older People Mental Health (OPMH)** Services is shown below:

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.

OPMH Total	BUDGET			ACTUAL (November 18)				Year End		
Service Type	Expected No. of Service Users 2018/19	Budgeted Average Unit Cost (per week) £	Annual Budget £000	Current Service Users	Difference	Current Average Unit Cost (per week) £	Difference	Forecast Actual £000	Difference	Variance £000
Residential	27	£572	£801k	18	↑	£519	↓	£789k	↑	-£13k
Residential Dementia	26	£554	£740k	23	↓	£620	↑	£728k	↑	-£12k
Nursing	29	£648	£992k	17	↑	£640	↑	£890k	↓	-£102k
Nursing Dementia	84	£832	£3,720k	82	↓	£843	↑	£3,338k	↓	-£383k
Respite			£4k					£26k	↑	£22k
Community based										
~ Direct payments	13	£366	£241k	6	↔	£392	↓	£218k	↓	-£24k
~ Day Care			£4k					£4k	↔	£k
~ Other Care			£44k					£45k	↑	£1k
~ Homecare arranged	50	per hour £16.10	£445k	33	↓	per hour £16.83	↓	£426k	↓	-£19k
~ Live In Care arranged	4		£185k	3	↔	£869.48	↔	£152k	↔	-£33k
Total Expenditure	229		£6,991k	179				£6,616k		-£528k
Residential Income			-£1,049k					-£604k	↑	£445k
Community Income			-£97k					-£346k	↑	-£249k
Health Income			-£281k					-£16k	↓	£265k
Total Income			-£1,427k					-£966k		£460k

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

2018/19 In Year Pressures/Slippage

As at the end of November 2018 the capital programme forecast underspend continues to be zero. The level of slippage has not exceeded the revised Capital Variation budget of £10,469k. A forecast outturn will only be reported once slippage exceeds this level. However in September movements on schemes has occurred totaling £433k. The significant changes in schemes are detailed below;

- Fulbourn Primary School: £300k accelerated spend as the scheme is progressing on site ahead of schedule.
- Chatteris Primary School; £150k slippage due to the delay in the start of works, this will have no impact on the completion date of summer 2020.
- Cambourne Village College; £333k accelerated spend as enabling works for the site and the haul road have begun approximately 6 weeks ahead of originally anticipated.

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 have been developed in conjunction with the Peoples & Communities management team and link service activity to key Council outcomes. The revised set of measures includes 15 of the previous set and 23 that are new. The measures in this report have been grouped by outcome, then by responsible directorate. The latest available benchmarking information has also been provided in the performance table where it is available. This will be revised and updated as more information becomes available. Work is ongoing with service leads to agree appropriate reporting mechanisms for the new measures included in this report and to identify and set appropriate targets.

A recent workshop held with the Adults & Safeguarding management team resulted in new targets being proposed for some measures, and the replacement of some existing measures with more useful and more illustrative alternatives. The proposed changes are:-

- Set a target of 87% for the “proportion of adult safeguarding enquiries where outcomes were at least partially achieved”. This is in line with the regional average. (Subject to performance in the national release of adult safeguarding data in November 2018.)
- Set a target of 86.3% for the “proportion of people who use services who say that they have made them feel safer”. This target is in line with the national average as given in the recent Adult Social Care Outcomes Framework (ASCOF) data release.
- Remove “proportion of people finishing a reablement episode as independent” and replace it with the national indicator ASCOF 2D which measures the proportion of new clients for whom the outcome of short-term services was not a

long-term service. This gives a good indication of the effectiveness of preventative services such as Reablement, and allows for comparison with other local authorities for benchmarking purposes. The proposed target for this measure is the England average of 77.8%

- Remove “Number of Community Action Plans completed in the period” and replace it with “Proportion of requests for support where the outcome was signposting, information or advice only”. This indicator is based on nationally reported data allowing for comparisons against other local authorities. The proposed target is the regional average of 55%.
- Remove “Number of assessments for long-term care completed in period” and replace it with “Number of new people receiving long-term care per 100,000 of population. This indicator is based on nationally reported data allowing for comparisons against other local authorities. It is proposed that the target be set as 408, level with the Eastern region average.
- Set a target of 27% for the “proportion of adults receiving direct payments”. This target is in line with the average for the Eastern region.
- Remove “Proportion of carers receiving direct payments” and replace it with “Proportion of carers who are satisfied with the support or services that they have received from social services in the last 12 months”, which is collected as part of the biennial carer survey. This allows for national comparisons with other local authority groups. It is proposed that the average score of local authorities in Cambridgeshire’s comparator group is used as the target for this measure. The 2018/2019 Carer Survey is currently underway.

Nine indicators are currently showing as RED:

- **% of children whose referral to social care occurred within 12 months of a previous referral**

Re-referrals to children's social care decreased this month but remained above target. It is below average in comparison with statistical neighbours and the England average.

- **Number of children with a Child Protection (CP) Plan per 10,000 children**

During October we saw the numbers of children with a Child Protection plan increase from 495 to 498.

The introduction of an Escalation Policy for all children subject to a Child Protection Plan was introduced in June 2017. 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.

- **Proportion of children subject to a Child Protection (CP) Plan for the second or subsequent time (within 2 years)**

In October there were 8 children subject to a child protection plan for the second or subsequent time. The rate is favourable in comparison to statistical neighbours and the England average, however it is above target this month. NOTE: Target added in July 2018.

- **The number of Looked After Children per 10,000 children**

At the end of October there were 756 children who were looked after by the Local Authority and of these 88 were unaccompanied asylum seeking children and young people. Cambridgeshire are supporting 105 care leavers who were previously assessed as being unaccompanied asylum seeking children and 32 adult asylum seekers whose claims have not reached a conclusion. These adults have been waiting between one and three years for a status decision to be made by the Home Office.

Actions being taken include:

- There is currently a review underway of the Threshold to Resources Panel (TARP) which is chaired by the Assistant Director for Children's Services. The panel is designed to review children on the edge of care, specifically looking to prevent escalation by providing timely and effective interventions. The intention is to streamline a number of District and Countywide Panels to ensure close scrutiny of thresholds and use of resources but also to provide an opportunity for collaborative working across services to improve outcomes for children. It is proposed that the new panel structure will be in place for the implementation of the Change for Children transformation.
 - A county wide Legal Tracker is in place which tracks all children subject to the Public Law Outline (pre proceedings), Care Proceedings and children accommodated by the Local Authority with parental agreement. This is having a positive impact on the care planning for Cambridgeshire's most vulnerable children, for example in the identification of wider family members in pre-proceedings where there are concerns that is not safe for children to remain in the care of their parents. In addition a monthly Permanency Tracker Meeting 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. The multi-agency Unborn Baby Panel operational in the South and North of the County monitors the progress of care planning, supporting timely decision making and permanency planning.
 - Monthly Placement Strategy, Finance and Looked After Children Savings Meetings are now operational and attended by representatives across Children's Social Care, Commissioning and Finance. The purpose of these meetings is to provide increased scrutiny on financial commitments for example placements for looked after children, areas of specific concern and to monitor savings targets. This meetings reports into the People and Communities Delivery Board.
 - Supporting this activity, officers in Children's Social Care and Commissioning are holding twice weekly placement forum meetings which track and scrutinise individual children's care planning and placements. These meetings, led by Heads of Service have positively impacted on a number of looked after children who have been consequently been able to move to an in house and in county foster care placement, plans have been made to de-escalate resources in a timely way or children have returned to live with their family. In Cambridgeshire we have 74% of our looked after children in foster care as opposed to 78% nationally and 42% of these children are placed with in-house carers as opposed to 58% in external placements.
- **Average monthly number of bed day delays (social care attributable) per 100,000 18+ population**

In September 2018, there were 724 ASC-attributable bed-day delays recorded in Cambridgeshire. For the same period the previous year there were 849 delays – a 15% reduction. 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.

- **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 dependent on the review/assessment performance of LD teams. (N.B: This indicator is subject to a cumulative effect as clients are reviewed within the period.) No new data is currently available for this measure during ongoing migration of service data to Mosaic system.

- **Percentage of EHCP assessments completed within timescale**

There has been a higher number of requests for EHCPs this year, compared to previous years. This has had an impact on the timescales for completing assessments and issuing plans.

In addition the team has experienced high staff turnover and sickness this year both of which have resulted in reduced capacity within the team.

Actions being implemented are:

- 3 new statutory assessment Casework Officers have joined the team and induction and training is underway
- A Crisis management plan is being implemented for Business Support. This includes the recruitment of additional staff to clear backlog and manage the day-to-day demands

- **Percentage of disadvantaged households taking up funded 2 year old childcare places**

Performance decreased by just under 4 percentage points in comparison to the previous figure for the spring 2018 term. The annual figure reported by the DFE is 68% for 2018 which below both the statistical neighbour average and the England average. The previous figure for 2017 was 79%.

The DFE estimate there were 1700 Cambridgeshire two year olds eligible for funded early education in 2018. Of those eligible there were 1140 two year olds taking up the funded early education. 95.6% of these met the economic basis for funding criteria. The remaining 4.4% of two years olds met the criteria on a high-level SEN or disability basis or the looked after or adopted from care basis.

- **Ofsted – Pupils attending special schools that are judged as Good or Outstanding**

Although performance has decreased by 2.6 percentage points since last month there have been no changes to Ofsted ratings and the change in the percentage figure is due to changes in pupil numbers at the special schools at the start of the new school year. There has been an increase of 57 pupils in the five schools rated as good or outstanding and an increase of 33 children in the two schools rated as requiring improvement and this has been enough to change the overall percentage for this indicator.

There are currently 2 schools which received an overall effectiveness grading of requiring improvement and 137 pupils attend these schools in total.

Both the national figure and the statistical neighbour figures have decreased slightly.

APPENDIX 1 – P&C Service Level Budgetary Control Report

Forecast Outturn Variance (Oct) £'000		Service	Budget 2018/19 £'000	Actual Nov 2018 £'000	Forecast Outturn Variance £'000 %	
Adults & Safeguarding Directorate						
-2,486	1	Strategic Management - Adults	7,578	-6,762	-2,916	-38%
-0		Principal Social Worker, Practice and Safeguarding	1,575	999	0	0%
-76		Autism and Adult Support	925	449	-90	-10%
-150	2	Carers	661	276	-200	-30%
<u>Learning Disability Partnership</u>						
1,201	3	LD Head of Service	3,614	2,889	1,176	33%
807	3	LD - City, South and East Localities	34,173	23,539	762	2%
634	3	LD - Hunts & Fenland Localities	29,543	19,816	1,014	3%
322	3	LD - Young Adults	5,790	3,815	331	6%
50	3	In House Provider Services	6,071	3,943	46	1%
-699	3	NHS Contribution to Pooled Budget	-18,387	-13,790	-772	-4%
<u>Older People and Physical Disability Services</u>						
364	4	Physical Disabilities	11,352	8,445	371	3%
737	4	OP - City & South Locality	19,238	13,125	885	5%
564	4	OP - East Cambs Locality	6,001	4,358	364	6%
12	4	OP - Fenland Locality	9,186	5,626	-132	-1%
-1,260	4	OP - Hunts Locality	12,281	8,046	-655	-5%
-122	4	Neighbourhood Cares	710	296	7	1%
0	4	Discharge Planning Teams	1,872	1,561	0	0%
83	4	Shorter Term Support and Maximising Independence	7,958	6,119	83	1%
<u>Mental Health</u>						
-90		Mental Health Central	368	536	-90	-24%
264		Adult Mental Health Localities	6,821	4,253	42	1%
-315		Older People Mental Health	6,503	4,275	-93	-1%
-159		Adult & Safeguarding Directorate Total	153,831	91,812	132	0%
Commissioning Directorate						
-0		Strategic Management –Commissioning	879	777	-0	0%
-0		Access to Resource & Quality	978	453	-0	0%
-10		Local Assistance Scheme	300	141	-10	-3%
<u>Adults Commissioning</u>						
333	5	Central Commissioning - Adults	5,635	15,722	333	6%
0		Integrated Community Equipment Service	925	-124	0	0%
8		Mental Health Voluntary Organisations	3,730	2,605	8	0%
<u>Childrens Commissioning</u>						
3,000	6	Looked After Children Placements	19,813	13,835	3,000	15%
0		Commissioning Services	2,452	1,371	0	0%
1,500	7	Home to School Transport – Special	7,871	4,053	1,500	19%
300	8	LAC Transport	1,632	947	300	18%
5,131		Commissioning Directorate Total	44,215	39,781	5,131	12%

Forecast Outturn Variance (Oct) £'000	Service	Budget 2018/19 £'000	Actual Nov 2018 £'000	Forecast Outturn Variance £'000 %	
Communities & Safety Directorate					
0	Strategic Management - Communities & Safety	-38	89	0	-61%
-50	Youth Offending Service	1,650	963	-50	-3%
0	Central Integrated Youth Support Services	1,407	603	0	0%
0	Safer Communities Partnership	947	678	0	2%
0	Strengthening Communities	521	410	0	1%
0	Adult Learning & Skills	2,494	1,968	0	0%
-50	Communities & Safety Directorate Total	6,982	4,713	-50	-1%
Children & Safeguarding Directorate					
0	Strategic Management – Children & Safeguarding	3,774	2,587	0	0%
0	Partnerships and Quality Assurance	1,988	1,430	75	4%
1,262	⁹ Children in Care	14,807	11,297	1,224	8%
0	Integrated Front Door	2,676	1,877	0	0%
0	Children’s Centre Strategy	58	-2	0	0%
0	Support to Parents	2,870	224	0	0%
248	¹⁰ Adoption Allowances	5,282	3,972	248	5%
0	Legal Proceedings	1,940	1,346	0	0%
District Delivery Service					
0	Safeguarding Hunts and Fenland	4,646	3,171	0	0%
0	Safeguarding East & South Cambs and Cambridge	4,489	2,602	0	0%
0	Early Help District Delivery Service –North	4,801	3,242	0	0%
0	Early Help District Delivery Service – South	4,736	3,439	0	0%
1,510	Children & Safeguarding Directorate Total	52,066	35,184	1,547	3%

Forecast Outturn Variance (Oct) £'000	Service		Budget 2018/19 £'000	Actual Nov 2018 £'000	Forecast Outturn Variance £'000 %	
Education Directorate						
-359	11	Strategic Management - Education	3,563	735	-359	-10%
-67		Early Years' Service	1,442	776	-57	-4%
11		Schools Curriculum Service	62	13	11	18%
77		Schools Intervention Service	1,095	663	85	8%
176	12	Schools Partnership Service	776	728	176	23%
39		Children's' Innovation & Development Service	214	93	39	18%
-30		Teachers' Pensions & Redundancy	2,910	1,023	-30	-1%
SEND Specialist Services (0-25 years)						
1,051	13	SEND Specialist Services	8,077	6,680	1,051	13%
1,953	14	Funding for Special Schools and Units	16,889	13,406	1,953	12%
0		Children's Disability Service	6,542	5,107	0	0%
3,500	15	High Needs Top Up Funding	13,599	11,262	3,500	26%
518	16	Special Educational Needs Placements	9,973	12,742	518	5%
53		Early Years Specialist Support	381	522	95	25%
291	17	Out of School Tuition	1,519	1,798	291	19%
Infrastructure						
-90		0-19 Organisation & Planning	3,692	3,131	-90	-2%
0		Early Years Policy, Funding & Operations	92	27	0	0%
0		Education Capital	168	-33,064	0	0%
200	18	Home to School/College Transport – Mainstream	8,742	5,238	200	2%
7,323	Education Directorate Total		79,736	30,885	7,383	9%
Executive Director						
504	19	Executive Director	833	509	504	61%
-3,663	20	Central Financing	3,504	38	-3,663	-105%
-3,159	Executive Director Total		4,336	547	-3,159	-73%
10,596	Total		341,165	202,921	10,988	3%
Grant Funding						
-6,565	21	Financing DSG	-58,250	-38,833	-6,607	-11%
0		Non Baselined Grants	-39,664	-27,794	0	0%
-6,565	Grant Funding Total		-97,914	-66,627	-6,607	7%
4,031	Net Total		243,251	136,294	4,382	2%

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	Budget 2018/19	Actual	Forecast Outturn Variance	
	£'000	£'000	£'000	%
1) Strategic Management – Adults	7,578	-6,762	-2,916	-38%
<p>A number of mitigations have been applied to this budget line to offset care cost pressures across Adult Social Care.</p> <p>The majority of this is the application of grants from central government, specifically elements of the Improved Better Care Fund and Adult Social Care Support grants, which are given for the purpose of meeting demand pressures on the social care system and to put in place measures to mitigate that demand. Parts of this funding is earmarked against pressures from increasing complexity of people that we support and increasing cost of care packages, and additional funding can be applied where some other planned spend does not happen. Spending plans for these grants, and variations to them, are agreed through either the Health and Wellbeing Board or General Purposes Committee.</p>				
2) Carers	661	276	-200	-30%
<p>The Carers service is expected to be -£200k underspent at the end of the year. The under spend is due to lower levels of direct payments to carers than was expected over the first half of the year. Uptake of direct payments has continued at 2017/18 levels, reflecting continued good progress to increase direct payments compared to previous years.</p>				
3) Learning Disability Partnership	60,803	40,212	2,557	4%
<p>An over spend of £3,329k is forecast against the Learning Disability Partnership (LDP) at the end of November 18. According to the risk sharing arrangements for the LDP pooled budget, the proportion of the over spend that is attributable to the council is £2,557k, an increase of £243k from October.</p> <p>Total new savings / additional income expectation of £5,329k are budgeted for 18/19. As at the end of November, a £1,352k shortfall is expected as a result of slippage of planned work and a lower level of delivery per case than anticipated. This is primarily against the reassessment saving proposal and from the conversion of residential to supported living care packages.</p> <p>Demand pressures have been higher than expected, exceeding demand funding allocations despite positive work that has reduced the overall number of people in high-cost out-of-area in-patient placements. New package costs continued to be high in 17/18 due to increased needs identified at reassessment that we had a statutory duty to meet. This, together with a shortfall in delivery of 17/18 savings, has led to a permanent opening pressure in the 18/19 budget above that level expected during business planning, reflected in the overall forecast at the end of November. £146k of the additional over spend reported in November is the result of a backdated payment to a provider, which was not previously committed.</p> <p>Where there are opportunities to achieve additional savings that can offset any shortfall from the delivery of existing planned savings these are being pursued. For example, work is ongoing to maximise referrals to the in-house Assistive Technology team as appropriate, in order to increase the number of 'Just Checking' kits that can be issued to help us to identify the most appropriate level of resource for services users at night. £103k of savings are expected to be delivered by reviewing resource allocation as informed by this technology and this additional saving has been reflected in the forecast. Also, negotiations are continuing with CCGs outside of Cambridgeshire, where people are placed out of area and the CCG in that area should be contributing to the cost of meeting health needs.</p>				

Service	Budget 2018/19	Actual	Forecast Outturn Variance	
	£'000	£'000	£'000	%
4) Older Peoples and Physical Disabilities Services	68,597	47,575	922	1%
<p>An overspend of £922k is forecast for Older People and Physical Disability Services, and increase of £544k since October.</p> <p>The total savings expectation in this service for 2018/19 is £2.1m, and this is expected to be delivered in full through a programme of work designed to reduce demand, for example through a reablement expansion and review of double-handed care packages, and ensure funding is maximised. This has been bolstered by the fast-forward work in the Adults Positive Challenge Programme.</p> <p>The cost of providing care, however, is generally increasing in 2018/19. The unit costs of most types of care are increasing month-on-month, and the number of people with more complex needs requiring more expensive types of care are also going up. The focus on discharging people from hospitals as quickly as possible to alleviate pressure on the broader health and social care system can result in more expensive care for people, at least in the shorter-term, and can result in the Council funding care placements that were appropriate for higher levels of need at point of discharge through the accelerated discharge process. These problems are exacerbated by constraints in the local market for domiciliary care, where care packages in parts of the county cannot in all cases be immediately found. This month an estimate has been made of the pressure that will be seen by year end as a result of the upwards trend in price and service user numbers, particularly in residential and nursing care.</p> <p>In addition to the work embodied in the Adults Positive Challenge Programme to intervene at an earlier stage so the need for care is reduced or avoided, work is ongoing within the Council to bolster the domiciliary care market, and the broader care market in general:</p> <ul style="list-style-type: none"> • The Council's new integrated brokerage team brings together two Councils and the NHS to source care packages • Providers at risk of failure are provided with some intensive support to maximise the continuity of care that they provide • The Reablement service has been greatly expanded and has a role as a provider of last resort for care in people's homes • Recent money announced for councils in the budget to support winter pressures will be used to purchase additional block capacity with domiciliary care and care home providers – this should expand capacity in the market by giving greater certainty of income to providers. <p>An additional pressure of around £83k is projected on the Technology Enabled Care (TEC) budget as a result of more specialist equipment being bought. This is due to more referrals being put through the TEC Team, which is a positive as it should result in lower costs for those people's care and it will be explored whether additional funding is required for this team in future as it forms a key part of preventative work in coming years.</p>				
5) Central Commissioning – Adults	5,635	15,722	333	6%
<p>An overspend of £333 is forecast for Central Commissioning – Adults, due to the slower than expected delivery of a major piece of work to transform the Council's Housing Related Support contracts. It is still expected that this piece of work will be completed and deliver in full, but that this will be phased over a longer time-period due to the large number of contracts and the amount of redesigning of services that will be needed rather than simply re-negotiating contract costs. This is partially offset by savings made through recommissioning other contracts, particularly the rationalisation of block domiciliary care car rounds from the start of 18/19, and mitigations will need to be found until the delivery of the above saving is achieved in full.</p>				
6) Looked After Children Placements	19,813	13,835	3,000	15%
<p>LAC Placements budget continues to forecast an overspend of £3m this month. A combination of the expected demand pressures on this budget during 18/19, over and above those forecast and budgeted</p>				

for, and the underlying pressure brought forward from 17/18, results in a forecast overspend of £3m. The latest savings forecast shows an overachievement of £0.5m against the £1.5m target. The majority of this relates to some excellent work around the review of high cost placements and negotiating cheaper prices, which has yielded great results (it should be noted that these are diminishing returns and cannot be replicated every year). Much of the additional saving is absorbing the costs associated with the continued increase in LAC numbers and assisting to maintain a steady financial projection. This position continues to be closely monitored throughout the year, with subsequent forecasts updated to reflect any change in this position.

The budgeted position in terms of the placement mix is proving testing, in particular pressures within the external fostering line showing a +94 position. Given an average c.£800 per week placement costs, this presents a c.£75k weekly pressure. The foster placement capacity both in house and externally is overwhelmed by demand both locally and nationally. The real danger going forward is that the absence of appropriate fostering provision by default, leads to children and young people's care plans needing to change to residential services provision.

Overall LAC numbers at the end of November 2018, including placements with in-house foster carers, residential homes and kinship, were 764, 8 more than at the end of October. This includes 86 unaccompanied asylum seeking children (UASC). External placement numbers (excluding UASC but including 16+ and supported accommodation) at the end of November were 377, 1 less than at the end of October.

Service	Budget 2018/19	Actual	Forecast Outturn Variance	
	£'000	£'000	£'000	%

Looked After Children Placements continued

External Placements Client Group	Budgeted Packages	31 Oct 2018 Packages	30 Nov 2018 Packages	Variance from Budget
Residential Disability – Children	1	2	2	+1
Child Homes – Secure Accommodation	0	0	0	0
Child Homes – Educational	16	18	19	+3
Child Homes – General	39	33	34	-5
Independent Fostering	199	297	293	+94
Supported Accommodation	31	23	24	-7
Supported Living 16+	8	5	5	-3
TOTAL	294	378	377	+83

'Budgeted Packages' are the expected number of placements by Mar-19, once the work associated to the saving proposals has been undertaken and has made an impact.

Mitigating factors to limit the final overspend position include:

- Reconstitution of panels to ensure greater scrutiny and supportive challenge.
- Monthly commissioning intentions (sufficiency strategy work-streams), budget and savings reconciliation meetings attended by senior managers accountable for each area of spend/practice. Enabling directed focus on emerging trends and appropriate responses, ensuring that each of the commissioning intentions are delivering as per work-stream and associated accountable officer. Production of datasets to support financial forecasting (in-house provider services and Access to Resources).
- Investment in children's social care commissioning to support the development of robust commissioning pseudo-dynamic purchasing systems for external spend (*to be approved*). These commissioning models coupled with resource investment will enable more transparent competition amongst providers bidding for individual care packages, and therefore support the best value offer through competition driving down costs.
- Provider meetings scheduled through the Children's Placement Service (Access to Resources) to support the negotiation of packages at or post placement. Working with the Contracts Manager to ensure all placements are funded at the appropriate levels of need and cost.
- Regular Permanence Tracking meetings (per locality attended by Access to Resources) chaired by the Independent Reviewing Service Manager to ensure no drift in care planning decisions, and support the identification of foster carers suitable for SGO/permanence arrangements. These meetings will also consider children in externally funded placements, ensuring that the authority is maximizing opportunities for discounts (length of stay/siblings), volume and recognising potential lower cost options in line with each child's care plan.
- Additional investment in the recruitment and retention of the in-house fostering service to increase the number of fostering households over a three year period.
- Recalculation of the Unaccompanied Asylum Seeking Children (UASC) Transfer Scheme allotment (0.07% of the 0-18 year old population to 0.06% - the aim that this will create greater capacity within the local market in the long term).
- Access to the Staying Close, Staying Connected Department for Education (DfE) initiative being piloted by a local charity offering 16-18 year old LAC the opportunity to step-down from residential provision, to supported community based provision in what will transfer to their own tenancy post 18.
- Greater focus on those LAC for whom permanency or rehabilitation home is the plan, to ensure timely care episodes and managed exits from care.

Service	Budget 2018/19	Actual	Forecast Outturn Variance	
	£'000	£'000	£'000	%
7) Home to School Transport – Special	7,871	4,053	1,500	19%
<p>Home to School Transport – Special is reporting an anticipated £1.5m overspend for 2018/19. This is largely due to a 20% increase in pupils attending special schools between September 2017 and September 2018 and a 13% increase in pupils with Education Health Care Plans (EHCPs) over the same period, linked to an increase in complexity of need. This has meant that more individual transport with a passenger assistant to support the child/young person is needed. Further, there is now a statutory obligation to provide post-19 transport putting further pressure on the budget.</p> <p>The forecast has increased by £750k since last month. This is due to greater clarity around commitment now that the majority of routes for the 2018/19 academic year have been agreed, as well as the sheer growth in SEND pupil numbers for the new academic year.</p> <p>Actions being taken to mitigate the position include</p> <ul style="list-style-type: none"> • A review of processes in the Social Education Transport and SEND teams with a view to reducing costs • A strengthened governance system around requests for costly exceptional transport requests • A change to the process around Personal Transport Budgets to ensure they are offered only when they are the most cost-effective option alongside the promotion of the availability of this option with parents/carers to increase take-up • Implementation of an Independent Travel Training programme to allow more students to travel to school and college independently. <p>Some of these actions will not result in an immediate reduction in expenditure, but will help to reduce costs over the medium term.</p>				
8) LAC Transport	1,632	947	300	18%
<p>LAC Transport is reporting an anticipated £300k overspend for 2018/19. 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>Actions being undertaken to address these pressures:</p> <ul style="list-style-type: none"> • Case-by-case reviews of the most expensive transport arrangements for Looked After Children, particularly targeting reductions in high-cost single occupancy taxi journeys and encouraging more children to walk shorter journeys. • 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. • 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. • Additional capacity has been secured through the Transformation programme to provide the necessary dedicated focus for this work. 				
9) Children in Care	14,807	11,297	1,224	8%
<p>The Children in Care budget is forecasting a £1.224m over spend. This is a reduction of £38k since October.</p> <p>The UASC U18 budget is currently forecasting a £300k overspend</p> <p>There has been a significant increase in numbers of unaccompanied children and young people over the last 10 weeks (26 spontaneous arrivals in Cambridgeshire and 2 via the National Transfer Scheme). As of the 29 October 2018 there were 87 under 18 year old UASC (82 end Sept 2018). Support is available via an estimated £2.5m Home Office grant but this does not fully cover the expenditure.</p>				

Service	Budget 2018/19	Actual	Forecast Outturn Variance	
	£'000	£'000	£'000	%
Children in Care continued <p>Semi-independent accommodation for this age range has traditionally been possible to almost manage within the grant costs but the majority of the recent arrivals have been placed in high cost placements due to the unavailability of lower cost accommodation.</p> <p>The UASC Leaving Care budget is forecasting a £426k overspend. Support is available via an estimated £525k Home Office grant but this does not fully cover the expenditure. We are currently supporting 103 UASC care leavers of which 32 young people have been awaiting a decision from the Home Office on their asylum status for between 1 and three years. The £536k overspend is partially offset by £50k from the migration fund and £60k from the 14-25 team budget.</p> <p><u>Actions being taken:</u> The team proactively support care leavers in claiming their benefit entitlements and other required documentation and continue to review all high cost placements in conjunction with commissioning colleagues but are restricted by the amount of lower cost accommodation available.</p> <p>The Staying Put budget is currently forecasting a £223k overspend. This is a reduction of £38k since the end of October.</p> <p>The overspend is a result of the increasing number of staying put arrangements agreed for Cambridgeshire children placed in external placements, the cost of which is not covered by the DFE grant. We currently support 13 in-house placements and 13 independent placements and the DCLG grant of £171k does not cover the full cost of the placements. Staying put arrangements are beneficial for young people, because they are able to remain with their former foster carers while they continue to transition into adulthood. Outcomes are much better as young people remain in the nurturing family home within which they have grown up and only leave they are more mature and better prepared to do so.</p> <p><u>Actions being taken:</u> The fostering service will be undertaking a systematic review of all staying put costs for young people in external placements to ensure that financial packages of support are needs led and compliant with CCC policy.</p> <p>The Supervised Contact budget is forecasting an over spend of £275k.</p> <p>This is due to the use of additional relief staff and external agencies required to cover the current 227 (end Nov 2018) Supervised Contact Cases (225 end Sept) which equate to 658 (556 end Oct) supervised contact sessions a month. 339 (337 end Oct) children are currently open to the service.</p> <p><u>Actions being taken:</u> An exercise is underway reviewing the structure of Children's Services. This will focus on creating capacity to meet additional demand.</p>				
10) Adoption	5,282	3,972	248	5%
<p>The Adoption Allowances budget is forecasting a £248k over spend.</p> <p>In 2018/19 we are forecasting additional demand on our need for adoptive placements. We have re-negotiated our contract with Coram Cambridgeshire Adoption (CCA) based on an equal share of the extra costs needed to cover those additional placements. The increase in Adoption placements 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>				

Service	Budget 2018/19	Actual	Forecast Outturn Variance	
	£'000	£'000	£'000	%
11) Strategic Management – Education	3,563	735	-359	-10%
<p>Mitigations of 359k have been found across the Education Directorate. £273k of this is due to a review of ongoing commitments and using one-off sources of funding to offset pressures emerging across the directorate.</p> <p>The remaining £85k is an over-recovery on vacancy savings due to holding recruitment on a number of vacant management posts while a review of the overall Education structure is undertaken in conjunction with Peterborough.</p>				
12) Schools Partnership Service	776	728	176	23%
<p>Schools Forum took the decision to discontinue the de-delegation for the Cambridgeshire Race Equality & Diversity Service (CREDS) from 1st April 2018, resulting in service closure. The closure timescales have led to a period of time where the service is running without any direct funding and a resulting pressure of £176k. This will be a pressure in 2018/19 only, and mitigating underspends elsewhere in the Education directorate will be sought.</p>				
13) SEND Specialist Services	50,056	45,890	7,313	15%
<p><u>SEND Specialist Services (0-25 year)</u></p> <p>The SEND service is forecasting a £7.4m overspend in 2018/19. £6.6m of this pressure is Dedicated Schools Grant expenditure which will be managed within the overall DSG resources and carried forward as a deficit balance into 2019/20. £800k of this is a base budget pressure on the Council's bottom line. We saw a net increase of 500 Education, Health and Care Plans (EHCPs) over the course of the 2017/18 academic year (13%) and have been averaging an additional 9 EHCPs a week during September and October 2018. This increase in numbers, as well as an increase in complexity of need, has caused pressures across all elements of the SEN budget:</p> <p>High Needs Top Up Funding - £3.5m DSG overspend</p> <p>As well as the overall increases in EHCP numbers creating a pressure on the Top-Up budget, the number of young people with EHCPs in Post-16 Further Education is continuing to increase significantly as a result of the provisions laid out in the 2014 Children and Families Act. This element of provision is causing the majority of the forecast overspend on the High Needs Top-Up budget.</p> <p>Funding to Special Schools and Units - £2m DSG overspend</p> <p>As the number of children and young people with an EHCP increase, along with the complexity of need, we see additional demand for places at Special Schools and High Needs Units. The extent of this is such that a significant number of spot places have been agreed and the majority of our Special Schools are now full.</p> <p>SEN Placements - £0.5m DSG overspend</p> <p>The SEN Placements budget continues to forecast an overspend of £0.5m at the end of November. This is due to a combination of factors, including:</p> <ul style="list-style-type: none"> • Placement of one young person in out of county school needing residential provision, where there is appropriate educational provision to meet needs. • Placement of a young person in out of county provision as outcome of SENDIST appeal. • We are currently experiencing an unprecedented increase in requests for specialist SEMH (social, emotional and mental health) provision. Our local provision is now full, which is adding an additional demand to the high needs block. <p>The first of these pressures highlights the problem that the Local Authority faces in accessing appropriate residential provision for some children and young people with SEN. 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</p>				

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.

In addition, there are six young people not able to be placed in county due to lack of places in SEMH provision. Some of these young people will receive out of school tuition package whilst waiting for a suitable mainstream school placement, with support. Others have needs that will not be able to be met by mainstream school, and if no specialist places are available in county, their needs will have to be met by independent/out county placements.

Out of School Tuition - £0.3m DSG overspend

The overspend is due to a combination of a higher number of children remaining on their existing packages and a higher number of children accessing new packages, due to a breakdown of placement, than the budget can accommodate.

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, with many of those placements unable to commence until September 2018.

Several key themes have emerged throughout the last year, which have had an impact on the need for children to receive a package of education, sometimes for prolonged periods of time:

- Casework officers were not always made aware that a child's placement was at risk of breakdown until emergency annual review was called.
- Casework officers did 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 were insufficient specialist placements for children whose needs could not be met in mainstream school.
- There was often a prolonged period of time where a new school was being sought, but where schools put forward a case to refuse admission.
- In some cases of extended periods of tuition, parental preference was for tuition rather than in-school admission.

It has also emerged that casework officers do not currently have sufficient capacity to fulfil enough of a lead professional role which seeks to support children to return to mainstream or specialist settings.

SEND Specialist Services - £1.05m overspend, £0.25m DSG £0.8m base budget

SEND Specialist Services is reporting a £1.2m pressure. This is made up of

- Educational Psychologists – Educational Psychologists have a statutory role in signing off EHCPs. Increasing demand for EHCPs, along with recruitment issues meaning that costly locum staff are being used, creating a pressure on the budget.
- Access & Inclusion – there has been an increase in the number pupils without EHCPs being excluded leading to Out of School tuition being required. This has led to a pressure on the Access & Inclusion budget.
- Under-recovery on income generation – increased demand across the service has reduced the capacity of staff to leading to an under-recovery on income generation.

Mitigating Actions:

In order to mitigate these pressures the following actions are being taken:

- A focus on financial control including a detailed analysis of high cost expenditure to assess whether the current level support is required and, if so, whether the support could be provided in a more cost-effective manner
- An overall review of SEND need across Cambridgeshire, the available provision, and the likely need in future years. This work will inform decision around the development of new provision to ensure that more need can be met in an appropriate manner in county, reducing the number of children and young people who are placed in high-cost, independent or Out of County provision. This will include working with FE providers to ensure appropriate post-16 provision is available.
- Proposal to create an in-house "bank" of teachers, tutors, teaching assistants or specialist practitioners and care workers in order to achieve a cost of providing out of school tuition

Service	Budget 2018/19	Actual	Forecast Outturn Variance	
	£'000	£'000	£'000	%
SEND Specialist Services continued <ul style="list-style-type: none"> Move to a dynamic-purchasing system for SEN Placements and Out of School Tuition to provide a wider, more competitive market place, reducing unit costs Enhance the preventative work of the Statutory Assessment Team by expanding the SEND District Team, so that support can be deployed for children with an EHCP, where currently the offer is minimal and more difficult to access; Creation of an outreach team from the Pilgrim PRU to aid quicker transition from tuition or inpatient care, back into school; and Review of existing tuition packages to gain a deeper understanding of why pupils are on tuition packages and how they can be moved back into formal education. A review of the Educational Psychologist offer, including a focus on recruiting permanent staff to mitigate the high locum costs. 				
14) Home to School / College Transport – Mainstream	8,742	5,238	200	2%
<p>Home to School Transport – Mainstream is reporting an anticipated £200k overspend for 2018/19. While savings were achieved as part of the annual tender process we have seen significantly higher costs being quoted for routes in some areas of the county than in previous years, which has challenged both our ability to make savings, as well as increasing the cost of any routes which need to be tendered during the course of the year. Where routes are procured at particularly high rates these are agreed on a short-term basis only with a view to reviewing and retendering at a later date in order to reduce spend where possible.</p> <p>There have also been pressures due to a higher than usual number of in-year admissions requests where the local school is full. These situations require us to provide transport to schools further away, outside statutory walking distance. The effect on the Transport budget is taken into account when pupils are placed in-year which is resulting in a smaller pressure on the budget than would otherwise be the case.</p>				
15) Executive Director	833	509	504	61%
<p>The Executive Director Budget is currently forecasting an overspend of £504k. This is mainly due to costs of the Mosaic project that were previously capitalised being moved to revenue.</p> <p>Changes in Children's Services, agreed at the Children's and Young People's committee, have led to a change in approach for the IT system for Children's Services. At its meeting on 29th May General Purposes Committee supported a recommendation to procure a new Children's IT System that could be aligned with Peterborough City Council. A consequence of this decision is that the Mosaic system will no longer be rolled out for Children's Services. Therefore £504k of costs for Mosaic, which were formerly charged to capital, will be a revenue pressure in 2018/19.</p>				
16) Central Financing	3,504	38	-3,663	-105%
<p>The underspend within the Central Financing policy line reflects the allocation of the £3.413m smoothing fund reserve to support Children's Services pressures, as recommended by CYP Committee and approved by General Purposes Committee. In addition, unused accruals within A&S have contributed a further £250k to the underspend.</p>				
17) Financing DSG	-58,250	-38,833	-6,607	-11%
<p>Within P&C, spend of £58.3m is funded by the ring fenced Dedicated Schools Grant. A contribution of £6.61m has been applied to fund pressures on a number of High Needs budgets including High Needs Top Up Funding (£3.50m), Funding to Special Schools and Units (£1.95m), SEN Placements (£0.52m), Out of School Tuition (£0.29m), SEND Specialist Services (£0.25m) and Early Years Specialist Support (£0.10m). 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 £'000
Grants as per Business Plan		
Public Health	Department of Health	293
Better Care Fund	Cambs & P'Boro CCG	26,075
Social Care in Prisons Grant	DCLG	318
Unaccompanied Asylum Seekers	Home Office	2,994
Staying Put	DfE	171
Youth Offending Good Practice Grant	Youth Justice Board	531
Crime and Disorder Reduction Grant	Police & Crime Commissioner	127
Troubled Families	DCLG	2,031
Children's Social Care Innovation Grant (MST innovation grant)	DfE	313
Opportunity Area	DfE	3,400
Opportunity Area - Essential Life Skills	DfE	978
Adult Skills Grant	Skills Funding Agency	2,123
AL&S National Careers Service Grant	European Social Fund	164
Non-material grants (+/- £160k)	Various	148
Total Non Baselined Grants 2018/19		39,664

Financing DSG	Education Funding Agency	58,250
Total Grant Funding 2018/19		97,914

The non-baselined grants are spread across the P&C directorates as follows:

Directorate	Grant Total £'000
Adults & Safeguarding	26,513
Children & Safeguarding	5,678
Education	3,422
Community & Safety	4,050
TOTAL	39,664

APPENDIX 4 – Virements and Budget Reconciliation

Virements between P&C and other service blocks:

	Eff. Period	£'000	Notes
Budget as per Business Plan		239,124	
Strategic Management – Education	Apr	134	Transfer of Traded Services ICT SLA budget to Director of Education from C&I
Childrens' Innovation & Development Service	Apr	71	Transfer of Traded Services Management costs/recharges from C&I
Strategic Management – Adults	June	-70	Transfer Savings to Organisational Structure Review, Corporate Services
Strategic Management – C&S	June	295	Funding from General Reserves for Children's services reduced grant income expectation as approved by GPC
Children in Care	June	390	Funding from General Reserves for New Duties – Leaving Care as approved by GPC
Strengthening Communities	Aug	2	Transfer of Community Resilience Development Team from Planning & Economy
Strategic Management – Commissioning	Sept	-95	Transfer of Advocacy budget to Corporate
Central Financing	Sept	3,413	Financing Items, Use of Smoothing Fund Reserve as per GPC
Children's Centres Strategy	Oct	-12	Transfer of Bookstart contribution to Planning & Economy
Budget 2018/19		243,251	

APPENDIX 5 – Reserve Schedule as at November 2018

Fund Description	Balance at 1 April 2018	2018/19		Year End Forecast 2018/19	Notes
		Movements in 2018/19	Balance at November 2018		
	£'000	£'000	£'000	£'000	
<u>General Reserve</u>					
P&C carry-forward	0	0	0	-4,382	Overspend £4,382k applied against General Fund.
subtotal	0	0	0	-4,382	
<u>Equipment Reserves</u>					
IT for Looked After Children	64	0	64	0	Replacement reserve for IT for Looked After Children (Final year remaining at current rate of spend).
subtotal	64	0	64	0	
<u>Other Earmarked Reserves</u>					
Adults & Safeguarding					
Hunts Mental Health	200	0	200	200	Provision made in respect of a dispute with another County Council regarding a high cost, backdated package
Commissioning					
Mindful / Resilient Together	55	0	55	0	Programme of community mental health resilience work (spend over 3 years)
Home to School Transport Equalisation reserve	116	0	116	0	Equalisation reserve to adjust for the varying number of school days in different financial years
Disabled Facilities	38	0	38	0	Funding for grants for disabled children for adaptations to family homes.
Community & Safety					
Youth Offending Team (YOT) Remand (Equalisation Reserve)	60	0	60	10	Equalisation reserve for remand costs for young people in custody in Youth Offending Institutions and other secure accommodation.
Education					
Cambridgeshire Culture/Art Collection	153	0	153	139	Providing cultural experiences for children and young people in Cambs
Cross Service					
Other Reserves (<£50k)	42	-38	4	0	Other small scale reserves.
subtotal	664	-38	626	349	
TOTAL REVENUE RESERVE	728	-38	690	-4,033	

Fund Description	Balance at 1 April 2018	2018/19		Year End Forecast 2018/19	Notes
		Movements in 2018/19	Balance at Close 18/19		
	£'000	£'000	£'000	£'000	
<u>Capital Reserves</u>					
Devolved Formula Capital	717	0	717	0	Devolved Formula Capital Grant is a three year rolling program managed by Cambridgeshire Schools.
Basic Need	0	14,351	14,351	0	The Basic Need allocation received in 2018/19 is fully committed against the approved capital plan. Remaining balance is 2019/20 & 2020/2021 funding in advance
Capital Maintenance	0	934	934	0	The School Condition allocation received in 2018/19 is fully committed against the approved capital plan.
Other Children Capital Reserves	5	833	838	0	£5k Universal Infant Free School Meal Grant c/fwd.
Other Adult Capital Reserves	56	4,141	4,197	0	Adult Social Care Grant to fund 2018/19 capital programme spend.
TOTAL CAPITAL RESERVE	779	20,258	21,036	0	

(+) positive figures represent surplus funds.

(-) negative figures represent deficit funds.

APPENDIX 6 – Capital Expenditure and Funding

6.1 Capital Expenditure

2018/19					TOTAL SCHEME	
Original 2018/19 Budget as per BP £'000	Scheme	Revised Budget for 2018/19 £'000	Actual Spend (Nov 18) £'000	Forecast Outturn (Nov 18) £'000	Total Scheme Revised Budget £'000	Total Scheme Forecast Variance £'000
	Schools					
44,866	Basic Need – Primary	34,189	21,422	33,199	309,849	7,278
35,502	Basic Need - Secondary	36,939	14,375	29,315	274,319	0
1,222	Basic Need - Early Years	1,488	2	1,488	6,126	0
2,400	Adaptations	2,381	1,791	2,560	7,329	0
3,476	Specialist Provision	486	-8	516	26,631	6,870
2,500	Condition & Maintenance	2,500	4,981	2,500	9,927	-123
1,005	Schools Managed Capital	1,599	15	1,599	25,500	0
100	Site Acquisition and Development	100	636	100	200	0
1,500	Temporary Accommodation	1,500	877	1,500	13,000	0
295	Children Support Services	370	6	415	2,850	75
5,565	Adult Social Care	5,565	5,491	5,565	43,241	0
-12,120	Capital Variation	-10,469	0	-2,109	-58,337	1,651
1,509	Capitalised Interest	1,509	0	1,509	8,798	0
87,820	Total P&C Capital Spending	78,157	49,587	78,157	669,433	15,751

Basic Need - Primary £7,278k increase in scheme cost

A total scheme variance of £7,278k 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 require the cost increases to be approved by GPC for 2018/19;

- St Ives, Eastfield / Westfield / Wheatfields; £7,000k overall scheme increase of which £300k will materialise in 2018/19. The scope of the project has changed to amalgamate Eastfield infant & Westfield junior school into a new all through primary.
- St Neots, Wintringham Park; £5,150k increase in total scheme cost. £3,283k will materialise in 2018/19. Increased scope to build a 3FE Primary and associated Early Years, Offset by the deletion of the St Neots Eastern Expansion scheme.
- Wing Development; £400k additional costs in 2018/19. New school required as a result of new development. Total scheme cost £10,200k, it is anticipated this scheme will be funded by both the EFA as an approved free school and S106 funding.
- Bassingbourn Primary School; £3,150k new scheme to increase capacity to fulfil demand required from returned armed forces families. £70k expected spend in 2018/19.

The following scheme has reduced in cost since business plan approval.

- St Neots – Eastern expansion; £4,829k reduction. Only requirement is spend on a temporary solution at Roundhouse Primary. Wintringham Park scheme will be progressed to provide places.

Basic Need - Primary £990k slippage

The following Basic Need Primary schemes have experienced slippage in 2018/19 as follows;

- Waterbeach Primary scheme has experienced slippage of £631k due to start on site now being January 2019, a one month delay. The contract length has also increase from 13 to 15 months.

- North West Cambridge (NIAB) scheme has incurred accelerated spend of £100k to undertake initial ground works within the planning permission timescales.
- Wyton Primary has experienced £149k slippage due to slighter slower progress than originally expected.
- St Neots – Eastern expansion has experienced £35k slippage as a proportion of costs will not due until 2019/20 financial year.
- Ermine Street Primary has experienced £140k slippage due to revised phasing of the scheme.
- Littleport 3rd Primary has experienced £180k slippage as the scheme is now not required until September 2021.
- Sawtry Infant School £230k and Sawtry Junior school £40k due to the revised start on site dates of 18th March 2019 with completion to remain at September 2020.
- Chatteris Primary School has incurred slippage of £150k due to the delay in the start of works, this will have no impact on the completion date of summer 2020.

The slippage above has been offset by accelerated expenditure incurred on Meldreth, Fulbourn, Sawtry Infants and Bassingbourn where progress is ahead of original plan.

Isle Primary, Ely has experienced £432k overspend on the total project budget due to additional cost of soil removal. This cost was approved by corporate property colleagues, but was not budgeted within the original scope of works.

Basic Need - Secondary £7,624k slippage

The following Basic Need Secondary schemes have experienced slippage in 2018/19 as follows;

- Northstowe Secondary & Special has experienced £5,700k slippage in 2018/19 due to a requirement for piling foundations on the site, which will lead to an increase in scheme cost and also extend the build time, also enabling works are only being completed for the SEN provision and part of the Secondary school in 2018/19, this is not what was initially planned.
- Alconbury Weald Secondary & Special has to date forecasting £200k slippage as currently there is no agreed site for the construction. Scheme expected to be delivered for September 2022.
- Cambourne Village College is not starting on site until February 2019 for a September 2019 completion the impact being £1,599k slippage.
- North West Fringe School; £300k slipped as the scheme has not yet progressed.
- Cromwell Community College has experienced £100k slippage in October 2018 as early highways works to the site have been delayed to form a bigger highways element to be undertaken in summer 2019.

Specialist Provision £6,870k increase in scheme cost

Highfields Special School has experienced £250k additional cost in 2018/19. New scheme to extend accommodation for the current capacity and create teaching space for extended age range to 25 total cost £6,870k

Adaptations £179k accelerated spend

Morley Memorial Scheme is experiencing accelerated spend as works is progressing slightly ahead of the original planned timescales.

Devolved Formula Capital

The revised budget for Devolved Formula capital has reduced by £123k due to government confirming the funding for 2018/19 allocations.

Children's Minor Works and Adoptions £75k increased scheme costs. £45k 2018/19 overspend.

Additional budget to undertake works to facilitate the Whittlesey Children's Centre move to Scaldgate Community Centre. There has also been further increase in the cost of the Scaldgate scheme resulting in an estimated £45k overspend in 2018/19.

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:

2018/19					
Service	Capital Programme Variations Budget £000	Forecast Outturn Variance (Nov 18) £000	Capital Programme Variations Budget Used £000	Capital Programme Variations Budget Used %	Revised Outturn Variance (Nov 18) £000
P&C	-10,469	8,360	8,360	79.9	-2,109
Total Spending	-10,469	8,360	8,360	79.9	-2,109

6.2 Capital Funding

2018/19				
Original 2018/19 Funding Allocation as per BP £'000	Source of Funding	Revised Funding for 2018/19 £'000	Forecast Funding Outturn (Nov 18) £'000	Forecast Funding Variance - Outturn (Nov 18) £'000
24,919	Basic Need	24,919	24,919	0
4,043	Capital maintenance	4,202	4,202	0
1,005	Devolved Formula Capital	1,599	1,599	0
4,115	Adult specific Grants	4,171	4,171	0
5,944	S106 contributions	6,324	6,324	0
833	Other Specific Grants	833	833	0
1,982	Other Capital Contributions	1,982	1,982	0
47,733	Prudential Borrowing	36,881	36,881	0
-2,754	Prudential Borrowing (Repayable)	-2,754	-2,754	0
87,820	Total Funding	78,157	78,157	0

APPENDIX 7 – Performance at end of October 2018

Outcome	Adults and children are kept safe									
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
% of adult safeguarding enquiries where outcomes were at least partially achieved	Adults & Safeguarding	73.0%	n/a	95.0%	2017/2018	↑	No target	n/a	n/a	Performance is improving as the 'Making Safeguarding Personal' agenda become imbedded in practice
% of people who use services who say that they have made them feel safer	Adults & Safeguarding	84.8%	n/a	83.2%	2017/2018	↓	No target	n/a	n/a	Performance has fallen since last year's survey, however the change is not considered statistically significant based on the survey methodology used.
Rate of referrals per 10,000 of population under 18	Children & Safeguarding	28.6	n/a	39.7	Oct	↓	No target	455.8	548.2	The referral rate increased significantly this month.
% children whose referral to social care occurred within 12 months of a previous referral	Children & Safeguarding	22.4%	20.0%	20.4%	Oct	↑	Off Target (Red)	22.3%	21.9%	Re-referrals to children's social care decreased this month but remained above target. It is below average in comparison with statistical neighbours and the England average.

Outcome		Adults and children are kept safe								
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
Number of children with a Child Protection Plan per 10,000 population under 18	Children & Safeguarding	36.8	30.0	37.1	Oct	↓	Off Target (Red)	36.93	43.3	During October we saw the numbers of children with a Child Protection plan increase from 495 to 498. The introduction of an Escalation Policy for all children subject to a Child Protection Plan was introduced in June 2017. 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.
Proportion of children subject to a Child Protection Plan for the second or subsequent time (within 2 years)	Children & Safeguarding	13.3%	5%	10.1%	Oct	↑	Off Target (Red)	22.5%	18.7%	In October there were 8 children subject to a child protection plan for the second or subsequent time. The rate is favourable in comparison to statistical neighbours and the England average, however it is above target this month. NOTE: Target added in July 2018.
The number of looked after children per 10,000 population under 18	Children & Safeguarding	54.9	40	56.3	Oct	↓	Off Target (Red)	44.9	62	At the end of October there were 756 children who were looked after by the Local Authority and of these 88 were unaccompanied asylum seeking children and young people. Cambridgeshire are supporting 105 care leavers who were previously assessed as being unaccompanied asylum seeking children and 32 adult asylum seekers whose claims have not reached a conclusion. These adults have been waiting between one and three years for a status decision to be made by the Home Office. Actions being taken include: There is currently a review underway of the Threshold to Resources Panel (TARP) which is chaired by the Assistant Director for Children's Services. The panel is designed to review

Outcome	Adults and children are kept safe									
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
										<p>children on the edge of care, specifically looking to prevent escalation by providing timely and effective interventions. The intention is to streamline a number of District and Countywide Panels to ensure close scrutiny of thresholds and use of resources but also to provide an opportunity for collaborative working across services to improve outcomes for children. It is proposed that the new panel structure will be in place for the implementation of the Change for Children transformation.</p> <p>A county wide Legal Tracker is in place which tracks all children subject to the Public Law Outline (pre proceedings), Care Proceedings and children accommodated by the Local Authority with parental agreement. This is having a positive impact on the care planning for Cambridgeshire's most vulnerable children, for example in the identification of wider family members in pre-proceedings where there are concerns that is not safe for 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. The multi-agency Unborn Baby Panel operational in the South and North of the County monitors the progress of care planning, supporting timely decision making and permanency planning.</p> <p>Monthly Placement Strategy, Finance and Looked After Children Savings Meetings are now operational and attended by representatives across Children's Social Care, Commissioning and Finance. The purpose of these meetings is to provide increased scrutiny on financial commitments for example placements for looked after children, areas of specific concern and to monitor savings targets. This meetings reports into the People and Communities Delivery Board.</p>

Outcome	Adults and children are kept safe									
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
										Supporting this activity, officers in Children's Social Care and Commissioning are holding twice weekly placement forum meetings which track and scrutinise individual children's care planning and placements. These meetings, led by Heads of Service have positively impacted on a number of looked after children who have been consequently been able to move to an in house and in county foster care placement, plans have been made to de-escalate resources in a timely way or children have returned to live with their family. In Cambridgeshire we have 74% of our looked after children in foster care as opposed to 78% nationally and 42% of these children are placed with in-house carers as opposed to 58% in external placements
Number of young first time entrants into the criminal justice system, per 10,000 of population compared to statistical neighbours	Community & Safety	2.18	n/a	1.13	Q2	↑	No target			Awaiting comparator data to inform target setting

Outcome	Older people live well independently									
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
Number of contacts for community equipment in period	Adults & Safeguarding		n/a				No target	n/a	n/a	New measure, currently in development

Outcome	Older people live well independently									
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
Number of contacts for Assistive Technology in period	Adults & Safeguarding		n/a				No target	n/a	n/a	New measure, currently in development
Proportion of people finishing a reablement episode as independent (year to date)	Adults & Safeguarding	54.7%	57.0%	56.7%	Sep-18	↑	Within 10% (Amber)	n/a	n/a	The throughput volumes are close to the expected target and this measure is expected to improve across the rest of the year.
Average monthly number of bed day delays (social care attributable) per 100,000 18+ population	Adults & Safeguarding	143	114	142	Sep-18	↑	Off target (Red)	n/a	n/a	<p>In September 2018, there were 724 ASC-attributable bed-day delays recorded in Cambridgeshire. For the same period the previous year there were 849 delays – a 15% reduction. 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.</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>

Outcome		Older people live well independently								
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
Number of Community Action Plans Completed in period	Adults & Safeguarding	85	n/a	366*	Oct	↑	No Target	n/a	n/a	*Data for September is only up to 21/09/2018 when transition to new social care IT system commenced. October figures represent a new business process being implemented in the new IT system and therefore is not completely comparable with previous data and may include retrospectively loaded data for CAPs completed during the transition period between legacy and new systems.
Number of assessments for long-term care completed in period	Adults & Safeguarding	99	n/a	231*	Oct	↑	No target	n/a	n/a	*Data for September is only up to 21/09/2018 when transition to new social care IT system commenced. October figures represent a new business process being implemented in the new IT system and therefore is not completely comparable with previous data and may include retrospectively loaded data for assessments completed during the transition period between legacy and new systems.

Outcome	Older people live well independently									
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	Adults & Safeguarding	164.8	282.0 (Pro-rata)	195.6	Sep*	↑	On Target (Green)	n/a	n/a	<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> <p>*No new data is currently available for this measure during ongoing migration of service data to Mosaic system.</p>

Outcome	People live in a safe environment									
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
Victim-based crime per 1,000 of population compared to statistical neighbours (hate crime)	Community & Safety	49.90	n/a	49.54	Q1	↑	No target	55.81	69.23	New measure, in development

Outcome	People with disabilities live well independently									
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
Proportion of adults with a primary support reason of learning disability support in paid employment (year to date)	Adults & Safeguarding	1.4%	3.0% (Pro-rata)	1.4%	Sep*	→	Off Target (Red)	n/a	n/a	<p>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 dependent on the review/assessment performance of LD.</p> <p>(N.B: This indicator is subject to a cumulative effect as clients are reviewed within the period.)</p> <p>*No new data is currently available for this measure during ongoing migration of service data to Mosaic system.</p>

Outcome	People with disabilities live well independently									
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
Proportion of adults in contact with secondary mental health services in paid employment	Adults & Safeguarding	11.9%	12.5%	12.6%	Oct	↑	On Target (Green)	n/a	n/a	Performance at this measure is below 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.
Proportion of adults with a primary support reason of learning disability support who live in their own home or with their family	Adults & Safeguarding	68.0%	72.0%	68.0%	Sep*	→	Within 10% (Amber)	n/a	n/a	Performance is slightly below target, but improving generally. *No new data is currently available for this measure during ongoing migration of service data to Mosaic system.
Proportion of adults in contact with secondary mental health services living independently, with or without support	Adults & Safeguarding	81.4%	75.0%	81.4%	Oct	→	On Target (Green)	n/a	n/a	Performance is above target and improving gradually.
Proportion of adults receiving Direct Payments	Adults & Safeguarding	22.8%	24%	22.4	Oct	↓	Within 10% (Amber)	n/a	n/a	Performance is slightly below target, and continues to fall gradually.
Proportion of carers receiving Direct Payments	Adults & Safeguarding	96.4%	n/a	96.4%	Oct	→	No target	n/a	n/a	Direct payments are the default option for carers support services, as is reflected in the high performance of this measure.

Outcome	Places that work with children help them to reach their full 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
% of EHCP assessments completed within timescale	Children & Safeguarding	50.0%	70.0%	40.0%	Oct	↓	Off Target (Red)			Performance remains below target
Number of young people who are NEET, per 10,000 of population compared to statistical neighbours	Children & Safeguarding	289.0	n/a	305.0	Jul	↓	No target	213.8	271.1	The rate increased against the previous reporting period. The rate remains higher than statistical neighbours.
Proportion of young people with SEND who are NEET, per 10,000 of population compared to statistical neighbours	Children & Safeguarding	738.00	n/a	567	Q2	↑	No target			The figure for Q2 is lower than Q1 however it is higher than statistical neighbours (524)
KS2 Reading, writing and maths combined to the expected standard (All children)	Education	58.7%	65.0%	60.9%	2017/18	↑	Within 10% (Amber)	64.4% (2017/18)	64.4% (2017/18)	2017/18 Performance increased but remains below that of the national average. Please note the 2017/18 figures have been calculated from provisional data which means it is subject to changes in future revised releases.

Outcome	Places that work with children help them to reach their full 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
KS4 Attainment 8 (All children)	Education	47.7	50.1	47.9	2017/18	↑	Within 10% (Amber)	47.5	46.4	<p>The 2017/18 Attainment 8 average score by 0.2 percentage points in comparison to 2016/17. The figure for England rose by 0.1 percentage point and Cambridgeshire is currently 1.5 percentage points above the England figure.</p> <p>The 2017/18 statistical neighbour average is not yet available so the 2016/17 figure has been left in as a comparison and will be updated as soon as new data becomes available. The overall figure for our regional neighbours in the East of England is 46.8 and Cambridge is 1.1 percentage points above this at present.</p> <p>Please note the 2017/18 figures are from provisional DFE data which means it is subject to change before the final release in January 2019</p>
% of Persistent absence (All children)	Education	9.2%	8.5%	8.9%	2016/17	↑	Within 10% (Amber)	10.0%	10.8%	<p>2016/17 Persistent absence has reduced from 9.2% to 8.9% and is below both the statistical neighbour and national averages.</p>

Outcome	Places that work with children help them to reach their full 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
% Fixed term exclusions (All children)	Education	3.47%	3.7%	3.76%	2016/17	↓	On target (Green)	4.30%	4.76%	The % of fixed term exclusions rose by 0.5 percentage points in 2016/17 in comparison to the previous year. This is well below the statistical neighbour average and the national figure.
% receiving place at first choice school (Primary)	Education	93.2%	93.0%	94.7%	Sept-18	↑	On target (Green)	91.2%	91.0%	Performance increased by 1.5 percentage points in comparison to the previous reporting period and is above both the statistical neighbour average and the national figure.
% receiving place at first choice school (Secondary)	Education	92.5%	91.0%	87.8%	Sept-18	↓	Within 10% (Amber)	87.2%	82.1%	Performance fell by 4.7 percentage points in comparison to the previous reporting period although it remains above both the statistical neighbour average and the national figure. The statistical neighbour average fell 1.2 percentage points and the national figure fell by 1.4 percentage points in the same period.

Outcome	Places that work with children help them to reach their full 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
% of 2 year olds taking up the universal entitlement (15 hours)	Education	70.6%	75.0%	66.7%	Summer term 2018	↓	Off target (Red)	73.3% (2018 academic year)	71.8% (2018 academic year)	<p>Performance decreased by just under 4 percentage points in comparison to the previous figure for the spring 2018 term. The annual figure reported by the DFE is 68% for 2018 which below both the statistical neighbour average and the England average. The previous figure for 2017 was 79%.</p> <p>The DFE estimate there were 1700 Cambridgeshire two year olds eligible for funded early education in 2018. Of those eligible there were 1140 two year olds taking up the funded early education. 95.6% of these met the economic basis for funding criteria. The remaining 4.4% of two years olds met the criteria on a high-level SEN or disability basis or the looked after or adopted from care basis.</p>
Ofsted - Pupils attending schools that are judged as Good or Outstanding (Primary Schools)	Education	81.7%	90%	81.4%	Oct-18	↓	Within 10% (Amber)	88.1%	87.3%	<p>Performance has decreased by 0.3 percentage points since last month. Both the national figure and the statistical neighbour figures have increased slightly.</p>

Outcome	Places that work with children help them to reach their full 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
Ofsted - Pupils attending schools that are judged as Good or Outstanding (Secondary Schools)	Education	87.6%	90%	87.6%	Oct-18	➡	Within 10% (Amber)	84.3%	80.4%	Performance has remained the same since last month. Both the national figure and the statistical neighbour figures have increased slightly.
Ofsted - Pupils attending schools that are judged as Good or Outstanding (Special Schools)	Education	87.0%	100%	87.0%	Oct-18	➡	Off target (Red)	93.9%	93.5%	Performance has remained the same since last month. There are currently 2 schools which received an overall effectiveness grading of requiring improvement and 137 pupils attend these schools in total. The statistical neighbour figure has also remained the same and the national figure has increased by 0.1 percentage points.
Ofsted - Pupils attending schools that are judged as Good or Outstanding (Nursery Schools)	Education	100%	100%	100%	Oct-18	➡	On target (Green)	100%	98.2%	Performance is high and has remained the same as the previous month. The national figure has decreased by 0.1 percentage point and the statistical neighbour average remain unchanged.

Outcome	The Cambridgeshire economy prospers to the benefit of all residents									
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
Proportion of new apprentices per 1,000 of population, compared to national figures	Community & Safety		n/a				No target			New measure in development
Engagement with learners from deprived wards as a proportion of the total learners engaged	Community & Safety		n/a				No target			New measure in development

COMMUNITIES AND PARTNERSHIP COMMITTEE AGENDA PLAN

Updated on 9th January 2019

Agenda Item No: 7

Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

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

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

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

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
17/01/19	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		
	Innovate and Cultivate Fund – Endorsement of recommendations	Sarah Ferguson / Elaine Matthews	Not applicable		
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan	Adrian Chapman / S Ferguson/ C May / R Sanderson	Not applicable		
	Training and Workshop Plan	Adrian Chapman / Christine May / S Ferguson	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
14/02/19	Reserve date			01/02/19	06/02/19
07/03/19	Final Proposals for Addressing Anti-Social Behaviour (ASB)	Rob Hill	Not applicable	22/02/19	27/02/19
	Domestic Abuse and Sexual Violence – Review of CCC’s role in Delivering the Strategy and Outreach Funding Proposals	Vickie Crompton / Julia Cullum	Not applicable		
	Cambridgeshire 2020 Spokes	Adrian Chapman	Not applicable		
	Review of Community Resilience Strategy	Elaine Matthews	Not applicable		
	Adult Skills	Pat Carrington / Lynsi Hayward-Smith	Not applicable		
	Adult Learning & Skills Service – Arm’s Length Service	Adrian Chapman	Key Decision		
	Innovate and Cultivate Fund – Endorsement of recommendations	Sarah Ferguson / Elaine Matthews	Not applicable		
	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan	Adrian Chapman / S Ferguson/ C May / R Sanderson	Not applicable		
	Training and Workshop Plan	Adrian Chapman / Christine May / S Ferguson	Not applicable		
25/04/19	Reserve to be used as training workshop			12/04/19	17/04/19

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
30/05/19	Skills Strategy and Delivery Plan	Pat Carrington / Lynsi Hayward-Smith	To be confirmed	17/05/19	22/05/19
	Review of Adults Skills Service	Pat Carrington / Lynsi Hayward-Smith	Not applicable		
	Review of Shared and Integrated Services Programme	Amanda Askham	Not applicable		
	White Ribbon Campaign – Review of Delivery	Sarah Ferguson	Not applicable		
	Review of Tackling Poverty Strategy Delivery	Sarah Ferguson	Not applicable		
	Budget Monitoring - Finance and Performance Report	Tom Kelly / Martin Wade / Adrian Chapman	Not applicable		
	Community Champions Oral Update	Community Champions	Not applicable		
	Agenda Plan	Adrian Chapman / S Ferguson/ C May / R Sanderson	Not applicable		
	Training and Workshop Plan	Adrian Chapman / Christine May / S Ferguson	Not applicable		

Communities & Partnerships Committee – Workshop and Training Plan

These are the details for all the workshops that will be provided for the Communities & Partnerships Committee for 2018/19. Workshops will generally run on the same day as Committee or when available the reserve Committee dates will be utilised. All reports must be signed off and sent to Adrian.chapman@peterborough.gov.uk

Workshop Date	Time	No	Item	Presenter	Attendance
17 Jan 19 - (Committee)					
17th January 2019 11:00-1:00pm KV Room	11:00	1.	Community Cohesion	Jawaid Khan	
		2.	Against Scams Partnership	Elaine Matthews	
		3.	DASV – review of CCC's role and funding proposals	Julia Cullum / Vickie Crompton	
7 March 19 - (Committee)					
25 th April 2019 10:00-1:00pm KV Room (Reserve Committee)	10:00	1.	White Ribbon Campaign – review of delivery	Sarah Ferguson	
		2.	Relationship with the Combined Authority	Adrian Chapman	
30 May 19 - (Committee)					

