

# CHILDREN AND YOUNG PEOPLE COMMITTEE



Cambridgeshire  
County Council

**Date: Monday, 12 June 2017**

**Democratic and Members' Services**

Quentin Baker

LGSS Director: Law and Governance

**14:00hr**

Shire Hall

Castle Hill

Cambridge

CB3 0AP

**Kreis Viersen Room**

**Shire Hall, Castle Hill, Cambridge, CB3 0AP**

## **AGENDA**

**Open to Public and Press**

### **CONSTITUTIONAL MATTERS**

1. **Notification of Chairman/woman and Vice-Chairman/Woman**
2. **Apologies for absence and declarations of interest**  
*Guidance on declaring interests is available at*  
<http://tinyurl.com/ccc-conduct-code>
3. **Minutes of the Meeting on 14 March 2017 and Action Log** **5 - 24**
4. **Petitions**

### **DECISION**

5. **Children and Young People Committee Agenda Plan and Training Plan** **25 - 42**

## **KEY DECISION**

- |           |   |                |
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| <b>6.</b> | <b>Cambridgeshire County Council Framework and Term Contracts</b> | <b>43 - 52</b> |
|-----------|---|----------------|

## **DECISIONS**

- |            |  |                  |
|------------|--|------------------|
| <b>7.</b>  | <b>Free School Proposals</b>   | <b>53 - 64</b>   |
| <b>8.</b>  | <b>Charging for Academy Conversions</b>  | <b>65 - 72</b>   |
| <b>9.</b>  | <b>Finance and Performance Report - Outturn 2016-17</b>  | <b>73 - 136</b>  |
| <b>10.</b> | <b>Appointments to Internal Advisory Groups and Panels and Partnership Liaison and Advisory Groups</b> | <b>137 - 146</b> |

## **ITEMS FOR INFORMATION**

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| <b>11.</b> | <b>0-19 Joint Commissioning of Children's Health and Wellbeing Services</b> | <b>147 - 158</b> |
| <b>12.</b> | <b>Date of Next Meeting</b>   |                  |

To note that the Committee will meet next on Tuesday 11 July 2017 at 2.00pm in the Kreis Viersen Room, Shire Hall, Cambridge.

The Children and Young People Committee comprises the following members:

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

Councillor Adela Costello Councillor Peter Downes Councillor Lis Every Councillor Anne Hay  
Councillor Lucy Nethsingha Councillor Simone Taylor Councillor Joan Whitehead and  
Councillor Julie Wisson

Andrew Read (Appointee) Flavio Vettese (Appointee)

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

Clerk Name: Richenda Greenhill

Clerk Telephone: 01223 699171

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

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**CHILDREN AND YOUNG PEOPLE COMMITTEE: MINUTES**

**Date:** Tuesday 14 March 2017

**Time:** 2.00pm – 4.20pm

**Present:** Councillors J Whitehead (Chairwoman), D Brown (Vice Chairman), P Ashcroft (substituting for D Divine), Sir P Brown, S Bywater, P Downes, M Leeke, Z Moghadas, L Nethsingha, S Taylor, J Wisson and F Yeulett (substituting for S Hoy).

Co-opted Member: A Read

**Apologies:** Councillors D Divine (substituted by Cllr P Ashcroft), S Hoy (substituted by Councillor Yeulett) and M Loynes.

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

Apologies for absence were received from Councillor Divine, who was substituted by Councillor P Ashcroft, Councillor Hoy, who was substituted by Councillor Yeulett, and Councillor Loynes.

There were no declarations of interest.

**259. MINUTES OF THE MEETING ON 28 FEBRUARY 2017 AND ACTION LOG**

It was resolved to approve the minutes of the meeting held on 28 February 2017 as a correct record, subject to the removal of the word 'one' from the third bullet point on page 8. The corrected minute read "One Members noted the improving performance being achieved at NCA (North Cambridge Academy) and emphasised their wish to see this maintained." A Member asked that it should also be recorded that there had been no intention to call into question the personal, professional or financial integrity of the Executive Principal, Cambridge Meridian Academies Trust during discussion of the Review of Secondary Education in Cambridge City. The corrected minutes were signed by the Chairwoman.

**260. PETITIONS AND PUBLIC QUESTIONS**

No petitions or public questions were received.

**DECISIONS**

**261. FREE SCHOOL PROPOSALS**

Standing item. There was no business to discuss.

**262. CAMBRIDGESHIRE CULTURE**

The Committee received a report from the Interim Executive Director for Children Families and Adults (CFA) and presented by the Head of Cambridgeshire Music which sought the Committee's agreement to proposed changes to the purpose, scope,

structure and membership of Cambridgeshire Culture. He explained that Cambridgeshire Culture was a Member-led committee which had been set up to manage a fund which was created following the sale of a number of paintings from the Council's Art Collection. Since its creation, Cambridgeshire Culture had done much good work through numerous projects across a wide variety of art forms. The proposed changes were designed to continue this success by improving internal and external engagement across the county, ensuring continued access for schools to enhanced cultural opportunities and supporting the joint development of cultural programmes with external partners.

The following points arose in discussion of the report and in response to Members' questions:

- The proposals should be revised to make clear the reporting structure for Cambridgeshire Culture;  
**(Action: Head of Cambridgeshire Music)**
- Members welcomed confirmation that some of the existing funds had already been used to successfully seed-fund projects which had subsequently become financially self-sufficient. The Committee would wish to see this model continued in future;
- Paragraph 2.1.4: It was confirmed that the two representatives of the Cambridgeshire School Improvement Board would represent the views of all of the education phases listed.

It was resolved to:

- a) Agree the proposed changes to the purpose, scope and structure of Cambridgeshire Culture;
- b) Agree the proposed membership of Cambridgeshire Culture.

## **263. FUTURE EDUCATIONAL PROVISION: GAMLINGAY**

The Committee received a report from the Interim Executive Director for Children Families and Adults and presented by the Strategic and Policy Place Planning Manager.

Following a consultation carried out in 2016 by the CAM Academy Trust (which ran Gamlingay First School (GFS)) and the Stratton Educational Trust (which ran Gamlingay Village College (GVC)) about future educational provision in Gamlingay proposals had been submitted to the Regional Schools Commissioner (RSC) for GFS to become an all-through primary school for 4-11 year olds and a feeder school for Comberton Village College as part of the CAM Academy Trust with effect from September 2017. It was proposed that GVC would transfer from the Stratton Educational Trust to the CAM Academy Trust followed by the closure of GVC by summer 2018. GFS would relocate to the GVC site as soon as practicable after 2017. The proposals awaited final approval by the Department for Education.

Provision had already been made within the Council's capital programme for the expansion of GFS to a two form entry in response to additional need for primary school places in the area. In view of the proposals which had now been submitted to the RSC it was proposed to bring forward this capital project in order to adapt and expand the

current GVC site to deliver all-through primary education for 4-11 year olds. This proposal had been reviewed by the Capital Programme Board and, subject to the agreement of the Children and Young People Committee, would be submitted to the General Purposes Committee for approval.

The following points arose in discussion of the item and in response to Members' questions:

- Members noted a significant change in views locally regarding the preferred model for primary provision in Gamlingay since the matter was previously considered by the Committee some years ago;
- Members noted that the report did not contain details of the actual cost of the revised proposals. Officers stated that work to finalise the figures was in hand and that these would be available when the final proposals were due to be submitted to the General Purposes Committee in May 2017;
- Paragraph 4.2.1: A Member noted that it was not guaranteed that the lease on the GFS site would revert to the Council when the site was vacated as this might be subject to the approval of the Secretary of State for Education. This raised the possibility of a shortfall in the funds available to deliver the proposed all-through primary school on the GVC site. The Director for Learning stated that any disposal of the site would, if permitted, be a matter for the Assets and Investments Committee;
- Officers confirmed that the proposals had the support of local Members;
- A Member questioned the transport implications for students during the transitional period. Officers confirmed that children who currently attended the middle school would be offered the choice of whether to pursue their education via a two tier or three tier model and that the Local Authority would honour that choice by providing free school transport;
- A Member noted that there was now greater public recognition of the benefits of matching school phase provision to National Curriculum phases and that there were now very few three tier models of provision still in operation.

It was resolved to:

- a) Note the outcome of consultation on future educational provision in Gamlingay;
- b) Endorse the case for bringing forward the capital project to adapt and expand the current Gamlingay Village College site to deliver all through primary education for 4-11 year olds.

**264. DELIVERING THE EXTENDED ENTITLEMENT TO AN ADDITIONAL 15 HOURS FREE CHILDCARE FOR ELIGIBLE THREE AND FOUR YEAR OLDS NATIONALLY FROM SEPTEMBER 2017**

The Committee considered a report from the Strategic and Policy Early Years Operations Manager and Strategic and Policy Places Planning Manager which set out the main challenges which the Local Authority faced in meeting its statutory duties in

relation to childcare in light of the additional 15 hours entitlement which would be available to eligible 3 and 4 year olds from September 2017 onward. Officers apologised that the summary of questions contained in the consultation exercise and the responses received in paragraph 2.2.3 were somewhat unclear and offered to clarify them further as required.

The following points arose in discussion of the item and in response to Members' questions:

- Paragraph 2.2.3, second bullet point: The consultation question was 'Should we reduce the deprivation supplements at Bands 3 and 4 by 5p? Yes or No.';
- Paragraph 2.3 - Capital Funding: A Member asked about the outcome of the five bids made by the Council which were unsuccessful. Officers stated that two were being pursued by providers in their own right; one was linked to provision at a special school and following discussions at officer level it had been decided not to pursue this further at the present time; one was already included in the capital programme; and one was an area of need which would still need to be addressed. The requirement that projects must be deliverable by August 2017 had limited the number which could be pursued. Members asked that this should be made more clear in future reports and that officers should ensure that local Members were always made aware of any proposals affecting their Divisions;  
**(Action: Strategic and Policy Early Years Operations Manager)**
- The Chairwoman asked whether sufficient places would be available from September 2017 to enable the Council to discharge its statutory duty. The Strategic and Policy Places Planning Manager stated that it was anticipated that in total around 700 additional nursery places for three and four year olds would be required county-wide, but that demand for places was expected to build gradually from September 2017 onward. An action plan had been developed to target areas where increased demand for places was expected to be most acute, but it was not possible to give a categorical assurance that sufficient places would be available when required due to the various challenges described in the report;
- Officers confirmed their advice that provided the Local Authority could demonstrate that it had taken all reasonable measures to work in partnership with local providers to facilitate adequate provision to meet the extended entitlement for qualifying three and four year olds it would have done all that was required of a Local Authority, even if it was unable to fulfil its statutory duty to provide sufficient places;
- The Early Years Reference Group was working actively alongside parents, providers and the Local Authority to attempt to match provision to need and officers remained optimistic that it would be possible to meet the anticipated demand for additional childcare;
- A Member commented that collaboration between two or more providers to provide a child's full childcare entitlement appeared a feasible solution in urban areas, but questioned the viability of such a model in more rural areas where providers were geographically much further apart;
- A Member sought clarification of the process for facilitating collaboration between providers. Officers stated that funding had been identified to appoint two additional



support officers during the first two years of operation to support providers and to identify and share best practice. The initial focus would be on areas where there was already an identified sufficiency need, but they would be available to work with other providers on request;

- A Member said that it would be useful if Members could be provided with a written briefing note on the arrangements so that they would be able to signpost constituents, both parents and potential providers, to the most appropriate sources of information and support. This should include information about how families could identify their eligibility for additional childcare and register to access their entitlement through HMRC;  
(**Action:** Strategic and Policy Early Years Operations Manager)
- A Member questioned whether there would be sufficient support for vulnerable families;
- The proposed hourly rate to be paid to all Cambridgeshire providers for the delivery of the universal and extended entitlement for three and four year olds of £4.04 per hour would represent an increase in funding for some providers, particularly those in more rural areas;
- Members emphasised the importance of maintaining the high quality of Early Years provision available in Cambridgeshire, as well as addressing the quantity available;
- A Member questioned whether there would be some areas of the county where it would not be viable to deliver the proposed additional provision. The Strategic and Policy Early Years Operations Manager stated that officers were working with the Early Years Providers Reference Group to discuss various ways in which providers might deliver all or part of the total entitlement. The challenge for the Local Authority was to work collaboratively with providers and parents to match up demand and provision to deliver each child's full entitlement;
- Members expressed strong concerns that the report was unclear about the exact level of funding proposed, noting that a figure of £4.04 per hour was stated at paragraph 2.2.3, but that Appendix 3 referred to 'overall funding of £4.42 per hour' and equivalent funding of £4.64 if supplementary and access funding was taken into account. Officers acknowledged that the presentation of the information was confusing and explained that the figure of £4.42 per hour was the sum paid to the local authority. Once deprivation funding, special educational needs (SEN) Inclusion Fund contributions and Local Authority centrally retained funding was deducted from this figure it produced the figure of £4.04 which was the base rate which would be paid to all providers. The figure of £4.04 was the sum which had been quoted in the consultation exercise and which providers were using as their baseline figure for planning purposes. In addition to this base rate figure some providers would receive additional funding relating to factors such as deprivation funding and pupil premium funding;
- One Member sought confirmation from officers that adequate arrangements would be in place from April 2017 onward and reassurances that both providers and parents had been sufficiently engaged in the consultation process and prepared for the introduction of the new arrangements. If this was not the case the Member was minded to propose that implementation should be delayed. In discussion it was

noted that a decision by the Committee not to approve the implementation of the £4.04 base rate with effect from April 2017 would mean that providers would lose the transition funding which this would make available to them prior to the introduction of the extended entitlement in September 2017. This would have a significant negative impact on providers whose planning assumptions were based on receiving this sum from April onwards. The rate allocated from central government would not change whether it was implemented with effect from April or September so there would be no benefit to providers or families in delaying its introduction. Officers confirmed that a thorough consultation exercise had taken place with the outcome being fed back to providers and reported to the Cambridgeshire Schools Forum. In light of the discussion and the additional clarification and assurances offered by officers the Member said that they would not propose that the implementation of the new funding arrangements were delayed, but stated that they were still not entirely reassured;

- Members emphasised the importance of senior officers reviewing reports submitted to the Committee to ensure that they contained all of the information needed by Members to make fully informed decisions and that this information was presented as clearly and concisely as possible.

It was resolved to:

- a) Approve and support the proposed approach to ensure that the Council fulfils its statutory duties with regard to the extended entitlement to early learning and childcare for eligible 3 and 4 year olds;
- b) To confirm the adoption of the Early Years Funding Formula with effect from 2017/18.

## **INFORMATION ITEMS**

### **265. CHILDREN'S CHANGE PROGRAMME**

The Committee received a report by the Interim Director for Children's Social Care and Lead for Children's Services Transformation which advised on changes in service design and the results of Phase One of the Children's Change Programme. Members had requested that updates should be submitted to the Committee at key points during the transformation process for information and comment in addition to the regular reports made to Group Spokes.

Phase One of the transformation of children's services had focused on reviewing and re-designing the top level management structure to support the integration and local delivery of early help and targeted services.

The following points arose in discussion of the item and in response to Members' questions:

- Paragraph 3.1.4: Members sought clarification of the arrangements for Family Meetings given the decision that the Family Group Conferencing Service (FGCS) should close. Officers advised that the FGCS had engaged with small numbers of families close to the time cases were brought to court. The revised arrangements would re-invest the funding from the FGCS to provide earlier and on-going

engagement with families and on-going social worker support. The new Integrated Front Door access to early help and support services was also designed to streamline the support process by directing families to the right type of support at the point of first contact;

- Members endorsed the role of the 14-25 Service in supporting the period of transition between child and adult services, noting the particular issues which arose at this point;
- Paragraph 6.1.1: Members sought further information about the possible budget shortfalls and historical financial pressures described and clarification of the systems in place to monitor and address these. Officers stated that savings would be sought from within the wider Children Families and Adults Directorate budget to address the possible £75k shortfall in savings identified within Children's Social Care and Enhanced and Preventative Services which was included in the 2017/18 Business Plan. The historical pressure of £1.1m included a number of unfunded posts which had been created to address particular needs and costs associated with the use of agency staff. It was recognised that most social care departments made some use of agency staff as a cost-efficient way to manage fluctuations in demand, but work was underway to look at how to manage down usage from the current level of around 16%;
- Officers stated that they did not expect to see an immediate decrease in demand for services following the transformation project, but that over time it was expected that this would be the case;
- The Interim Executive Director for Children Families and Adults said that the commitment to support any child or young person as a Looked After child where this was deemed to be in their best interest remained unchanged. However, it was also the duty of the Council to ensure that this was done as efficiently as possible and to ensure the best possible outcomes for those within the Council's care;
- A Member expressed significant reservations about the Phase One restructure of posts taking almost £500k out of the budget for children's services and asked whether any Educational Psychologist posts had been lost. Officers stated that the main impetus for the restructure had been to deliver the most efficient and effective service to customers and that there had already been a small reduction in the number of complaints received which would be a Key Performance Indicator for the success of the transformation programme going forward. No Educational Psychologist posts had been lost as a result of the restructure;
- Paragraph 3.1.1 – District Based Delivery Model: A Member welcomed the provision of additional resources in the South Cambridgeshire District in response to concerns raised by a number of local stakeholders about impact of the model on the population footprint of the District;
- A Member expressed concern about the impact of reducing the number of locality teams on rural communities and the staff supporting them. During the Phase One Consultation Members of the Children and Young People Committee had arranged two staff consultation events to hear direct the views of the staff involved. One area of concern to emerge during these discussions was the increased time spent travelling rather than working with clients if the geographical area covered by staff

members was increased. Officers stated that there was a clear commitment to a district-based, locally delivered service model. However, not all existing property assets were located in areas best suited to delivering this model. Much work was also done in clients' own homes;

- Paragraph 6.1.2: Members sought clarification of the number of possible redundancies arising from the Phase One restructure. The Interim Director for Children's Social Care advised that there would be nine voluntary redundancies within middle and senior management grades and the possibility of two compulsory redundancies, although attempts to accommodate these members of staff within the Local Authority were being actively pursued.

It was resolved to:

- a) Note the changes in service design and the results of the conclusion of phase one.

## **266. CHILDREN'S CENTRES: UPDATE**

The Committee received a report by the Head of Family Work which provided an update on the Children's Centres programme of work and advised on the timescales for future engagement and public consultation.

Initial proposals had been brought before the Committee in October 2016 and a number of Member briefing sessions and seminars had been held since to keep Members informed and to seek their views. The commitment to delivering the suite of services currently offered by Children's Centres within a district-based model was consistent with the wider transformation of services contained within the Children's Change programme. There was a recognised need to ensure that services were accessible to the most vulnerable and to address any identified gaps in services. Ways were also being sought to increase capacity, including by working with health providers to integrate services where this was considered appropriate and beneficial. A formal consultation would be carried out in summer 2017 and proposals relating to this consultation exercise would be submitted to the Committee after the local government elections in May.

The following points arose in discussion of the item and in response to Members' questions:

- A Member commented that there was quite a lot of cynicism amongst parents about the intention to issue the consultation during the school summer holidays. They asked that the consultation should avoid school holiday periods;
- A Member expressed serious concerns about both the direction and timing of the proposals which they felt represented a significant reduction in services. Whilst acknowledging that some services would be delivered through different mechanisms they felt that the extent of the proposed changes should be made clear before the local elections in May;
- Members noted that references to any reduction in the number of Children's Centres had been removed from the proposed consultation as this had not been approved by the Committee;

- The Interim Executive Director for Children Families and Adults acknowledged that there would be a continuing need for a number of Children's Centres which reflected the existing service delivery model. These would be complemented by the creation of alternative delivery models which would continue to offer the local access to services which existed within the traditional Children' Centre, but in ways which would better reflect the changing pattern of local need. However, the delivery model remained very much a work in progress;
- Members noted that the Committee's Spokes had received copies of information leaflets relating to the existing Children's Centres and asked that copies of these should be made available to all members of the Committee for information. Officers stated that these contained factual information only and that the rankings given based on current usage did not mean that the Centres ranked highest would necessarily be those that it was proposed to retain;  
(**Action:** Head of Family Work)
- Officers confirmed that it was intended that the consultation exercise would include clear proposals on the way forward, but would also invite suggestions for alternative models of service delivery;
- Members emphasised the importance of ensuring clear and timely communication with all interested parties throughout the process.

It was resolved to:

- a) Note work done to date and timescales for future engagement and public consultation.

## DECISIONS

### 267. RISK REGISTER

The Committee received a report from the Head of Business Intelligence which set out the type and level of identified risk within CFA's business.

Members noted that the format of the CFA Risk Register reflected a corporate template used to record and report risk across each of the Council's business areas. This was due to be reviewed in April/ May 2017 and Members suggested that it would be helpful in future to:

- Use corresponding numbers across the chart to make clear which controls related to which trigger;
- Include a very short narrative indicating how key controls reduced the identified risk.

It was resolved to:

- a) To endorse the Children Families and Adults (CFA) Risk Register and management of the identified risks.

## **268. FINANCE AND PERFORMANCE REPORT**

The Committee received a report from the Strategic Finance Manager setting out the financial and performance position for those services for which the Committee held responsibility as at the end of January 2017.

The Interim Executive Director for Children Families and Adults noted the continued pressure on the budget arising from the need to increase staffing levels above establishment and make use of additional agency staff to meet the Council's statutory responsibilities in relation to Children's Social Care, increased legal costs reflecting the rising number of care proceedings and an increased number of Looked After Children with complex needs who required purchased placements until the end of the year. Mitigating actions were in place to address each of these issues.

The following points arose in discussion of the item and in response to Members' questions:

- A Member welcomed the underspend of £180k on Home to School transport which was partially due to the successful pilot project carried out in Ely;
- The overspend on Children's Social Care was an issue which was reflected across the region and not just in Cambridgeshire;
- Appendix 1, Paragraph 2.1: Members welcomed the revision of the Overall Position table to show the original budget next to current expenditure and the current variance as well as the forecast variance outturn. This had been requested at the previous meeting;
- A Member expressed thanks to the Interim Executive Director for CFA for continuing to pursue the issue of legal costs.

It was resolved to:

- a) Review and comment on the report.

## **269. AGENDA PLAN**

It was resolved to:

- a) Note and comment on the Committee Agenda Plan;
- b) Note that a report on the outcome of the inspection of Special Educational Needs and Disability (SEND) Services taking place in the week commencing 20 March 2017 would be brought to the Committee when available.

## **270. DATE OF NEXT MEETING**

The Committee was next due to meet at 2.00pm on Tuesday 6 June 2017 in the Kreis Viersen Room, Shire Hall, Cambridge.

The Chairwoman noted that this was the last scheduled meeting for the Committee before the local government elections in May 2017. She thanked Members for their positive contributions and support during the current administration and offered particular thanks and good wishes to the Vice Chairman, Councillor David Brown, who would be stepping down in May.

Councillor Simon Bywater  
Chairman





**CHILDREN AND YOUNG  
PEOPLE COMMITTEE****Minutes-Action Log****Cambridgeshire  
County Council****Introduction:**

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

This action log was updated on **2 June 2017**

<b>Minutes of 8 March 2016</b>					
<b>168.</b>	<b>Building Community Resilience</b>	<b>Sarah Ferguson</b>	<ul style="list-style-type: none"><li>Need for co-ordinated engagement between partners in respect of community hubs to be raised at forthcoming meeting of Cambridgeshire Public Services Board.</li></ul>	<p>The Interim Executive Director chaired a meeting with partners on 16 January 2017. An update will be circulated to Members for information.</p> <p><b><u>29.03.17:</u></b> Information on the newly formed Cambridgeshire and Peterborough Senior Officers Communities Board circulated by email to all Members.</p>	<b>Completed</b>

Minutes of 11 October 2016					
210.	Children's Centre Service Delivery and Proposed Future Developments in 2017-18	Sarah Ferguson/ Jo Sollars	<ul style="list-style-type: none"> <li>To provide more detail on the precise nature of where potential reductions would fall and the impact of those reductions, both in terms of buildings and staff, and to bring this back to a future meeting before any budget decisions are made.</li> </ul>	<p>Work is in hand to align the work of Children's Centres with the Children's Transformation programme, in order to build on effective practice, and bring about suggested service adaptation. Further detail will be brought to Committee for discussion prior to consultation about changes to service delivery.</p> <p><b>13.03.17:</b> Update paper submitted for consideration by the Committee on 14 March 2017. Further reports will be submitted to the Committee as required.</p>	Completed

Minutes of 8 November 2016					
218.	Children's Change Programme	Theresa Leavy	<ul style="list-style-type: none"> <li>To provide more information on exactly how Locality Teams would change.</li> </ul>	Update paper submitted for consideration by the Committee on 14 March 2017.	Completed
221.	Finance and Performance Report – September 2016	Wendi Ogle-Welbourn	<ul style="list-style-type: none"> <li>To look at the Council's practices in relation to early interventions to reduce legal costs.</li> </ul>	<b>31.05.17:</b> Report completed by CFA and due to be shared with LGSS. Scheduled to be brought to the Committee in July 2017.	In progress

Minutes of 6 December 2016					
233.	Agenda Plan, Training Plan and Appointments	Richenda Greenhill	<ul style="list-style-type: none"> <li>To review Cllr Harty's appointments in the light of his illness.</li> </ul>	<b>21.03.17:</b> All appointments will be reviewed following the Local Elections in May 2017.	No further action

Minutes of 17 January 2017					
239.	Review of Secondary School Provision in Fenland	Hazel Belchamber	<ul style="list-style-type: none"> <li>To include a map of the whole of the catchment area when the plans are returned to Committee.</li> </ul>	<b>17.03.17:</b> This requirement has been noted by officers.	Completed
241.	Capital Project – Centre for Research and Engagement in Arts, Technology and Education (CREATE)	Matthew Gunn	<ul style="list-style-type: none"> <li>To advise Cllr Moghadas of whether the Bangladeshi community group which use the existing premises will have continued access in the future.</li> </ul>	<b>30.05.17:</b> Following the decision not to continue with work on the project proposals the expectation is that there will be no change in the current opportunities to make use of the building.	Completed
243.	Educational Performance in Cambridgeshire	Keith Grimwade	<ul style="list-style-type: none"> <li>To discuss the Ernulf Academy Ofsted report with Cllr S Taylor.</li> </ul>	<b>02.06.17:</b> Completed, and a meeting to discuss secondary school provision in St Neots has been arranged for local members on 12 June.	Completed

Minutes of 28 February 2017					
253.	Review of Secondary Education in Cambridge City	Hazel Belchamber	<ul style="list-style-type: none"> <li>To draft replies to the written questions submitted by Cambridge Meridian Academies Trust and to Mateja Jamnik, petition author within 10 working days of the meeting (14.03.17)</li> </ul>	<b>14.03.17:</b> Written responses sent to Ms Jamnik and CMAT.	Completed
255.	Agenda Plan and Appointments	Richenda Greenhill	<ul style="list-style-type: none"> <li>To clarify whether one or two appointments to the Adoption Panel are required.</li> </ul>	<b>17.04.17:</b> Following changes to the Adoption Regulations it is no longer a requirement to have an elected member appointed to the Adoption Panel.	Completed

Minutes of 14 March 2017					
262.	Cambridgeshire Culture	Matthew Gunn	<ul style="list-style-type: none"> <li>To revise the proposals to make clear the reporting structure for Cambridgeshire Culture.</li> </ul>	<b>30.05.17:</b> Cambridgeshire Culture's terms of reference have been revised to include the reporting line and this was signed off by the	Completed

				Cambridgeshire Culture steering meeting on 21 March.	
264.	<b>Delivering the Extended Entitlement to an Additional 15 Hours Free Childcare for Eligible 3 &amp; 4 Year Olds from September 2017</b>	<b>Sam Surtees</b>	<ul style="list-style-type: none"> <li>To ensure that future reports make clear the outcome of any unsuccessful bids and to ensure that local Members are made aware of any proposals which effect their divisions.</li> </ul>	<b>02.06.17:</b> The Strategic Policy and Early Years Operations Manager confirms that they will ensure that any unsuccessful bids to the Department for Education (DfE) are recorded and shared with relevant Members and in future reports.	<b>Completed</b>
		<b>Sam Surtees</b>	<ul style="list-style-type: none"> <li>To provide Members with a written briefing note on the arrangements so that they are able to signpost constituents, both parents and potential providers, to the most appropriate sources of information and support. This should include information about how families could identify their eligibility for additional childcare and register to access their entitlement through HMRC.</li> </ul>	<b>02.06.17:</b> The Strategic Policy and Early Years Operations Manager is drafting this.	<b>In progress</b>
266.	<b>Children's Centres: Update</b>	<b>Jo Sollars</b>	<ul style="list-style-type: none"> <li>To provide copies of the Children's Centres information leaflets which were provided to Spokes to</li> </ul>	Copies provided to all other members of the Committee.	<b>Completed</b>

			all other members of the Committee.		
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**CHILDREN AND YOUNG PEOPLE COMMITTEE - AGENDA PLAN AND TRAINING PLAN**

*To:* **Children and Young People Committee**

*Meeting Date:* **12 June 2017**

*From:* **Interim Chief Executive, Children Families and Adults**

*Electoral division(s):* **All**

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

*Purpose:* **At the start of the Municipal Year each Policy and Service Committee is asked to consider its Agenda Plan and Training Plan.**

*Recommendation:* **The Children and Young People Committee is asked to:**

- a) agree its agenda plan as attached at Appendix A;**
- b) agree the training plan that has been developed as set out as Appendix B;**
- c) consider if there are any other areas of the Committee's remit where members feel they require additional training.**

<b><i>Officer contact:</i></b>	
Name:	Richenda Greenhill
Post:	Democratic Services Officer
Email:	<a href="mailto:Richenda.Greenhill@cambridgeshire.gov.uk">Richenda.Greenhill@cambridgeshire.gov.uk</a>
Tel:	01223 699171

## 1. BACKGROUND

- 1.1 Following a workshop held for Chairmen/women, Vice-Chairmen/women and Spokesmen/women (known as Spokes) of the Policy and Service Committees in August 2015, the Member Development Panel, with the support of Group Leaders, recommended that agenda plans should continue to be placed at the end of Policy and Service Committee agendas, with the exception of the first meeting of the new Municipal Year when the agenda plan should be the first substantive item of business on the agenda.
- 1.2 Constitution and Ethics Committee held a workshop on 27 January 2015 to consider the responses to a survey of Members and officers following the introduction of the new system of governance. As part of its considerations, the need for more accessible training and briefings for members in relation to services within their committee remits and decisions being made was discussed. It was suggested that if a committee was responsible for its own Committee Training Plan, it could arrange training at the convenience of its own committee members, monitor attendance and ensure that each member received copies of PowerPoint presentations. Council, at its meeting on 24 March 2015, agreed that each Policy and Service committee would consider and approve its own training plan at every meeting. This plan would include figures for attendance at each training session.
- 1.3 Group Leaders have raised the need for this report to set the scene for Policy and Service Committees in the new municipal year. Attention has therefore been drawn to major items coming up for consideration. The training plan has a direct link with the activities of the relevant Service and the items to be considered by the Committee.

## 2. AGENDA PLAN

- 2.1 A copy of the Children and Young People Committee Agenda Plan is attached at **Appendix A**. The Plan is considered at each meeting of the Policy and Service Committee. There is a process for managing agenda items requested by Councillors, which is detailed in Part 4.4, Section 7 – Committee and Sub Committee Meetings of the Constitution – see link below [https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/council/council-structure/Part 4 Rules of Procedure.pdf?inline=true](https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/council/council-structure/Part%204%20Rules%20of%20Procedure.pdf?inline=true).
- 2.2 Council, at its meeting on 24 March 2015, agreed that information reports would not normally be included on committee agendas unless they are updating, at the specific request of the committee, progress of decisions previously agreed by a committee.
- 2.3 For Children and Young People we propose the following areas for the Committee to focus on this year, particularly in light of new membership:

Children and Young People's Committee:

- Safeguarding: specific safeguarding training (Friday 7 July, 2.00-4.00pm in

- the Kreis Viersen Room, open to all Members) and visiting the Multi-agency Safeguarding Hub (MASH) (date to be arranged)
- Children's and Families areas:
  - o Visiting Children's Centres
  - o Children's Change Programme (An overview of the revised way of working across Children and Families)
  - o Meeting 'Voices Matter' (Young People's Council)
- Place Planning 0-19; commissioning new schools, admissions and transport
- Finance and Performance reporting (*understanding the way our data and finances work across this area*)

### **3. TRAINING PLAN**

- 3.1 For the Children and Young People Committee, the development of a training plan has been considered in light of the strategic functions of the Committee.
- 3.2 An initial draft of development topics to be included within the training plan is attached at **Appendix B**. Once Members have identified the training they require suitable dates for each session will be identified and further information provided.

### **4. ALIGNMENT WITH CORPORATE PRIORITIES**

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

There are no significant implications for this priority.

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

There are no significant implications for this priority.

#### **4.3 Supporting and protecting vulnerable people**

There are no significant implications for this priority.

### **5. SIGNIFICANT IMPLICATIONS**

#### **5.1 Resource Implications**

There are no significant implications within this category.

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

There are no significant implications within this category.

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

There are no significant implications within this category.

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

There are no significant implications within this category.

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

There are no significant implications within this category.

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

There are no significant implications within this category.

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

There are no significant implications within this category.

<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	Not applicable
<b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?</b>	Not applicable
<b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>	Not applicable
<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Not applicable
<b>Have any engagement and communication implications been cleared by Communications?</b>	Not applicable
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Not applicable
<b>Have any Public Health implications been cleared by Public Health</b>	Not applicable

Source Documents	Location
Council Agenda and Minutes – 24 March 2015	<a href="https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/276/Committee/20/Default.aspx">https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/276/Committee/20/Default.aspx</a>



# CHILDREN AND YOUNG PEOPLE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 1 June 2017

**Agenda Item No: 5, Appendix A**

## **Notes**

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

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

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

+ indicates items expected to be confidential, which would exclude the press and public. Additional information about confidential items is given at the foot of this document.

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

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

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
<b>12/06/17</b>	To note the appointments of the Chair and Vice Chair of the Committee and Committee Membership	Democratic Services	Not applicable	31/05/17	02/06/17
	Minutes and Action Log	Democratic Services	Not applicable		
	Framework Contracts: - Temporary Buildings Multi-disciplinary - Design and Build Contractor - Temporary Buildings Contractor - Minor Works	R Holliday	2017/001		
	Committee Agenda Plan and Training Plan	Democratic Services	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
	Appointments to Outside Bodies, Internal Advisory Groups and Panels and Partnership Liaison and Advisory Groups	Democratic Services	Not applicable		
	Free School Proposals	H Belchamber	Not applicable		
	0-19 Joint Commissioning of Children's Services	M Teasdale/ W Patten	Not applicable		
	Charging Schools for Academy Conversion Costs	H Belchamber	Not applicable		
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
<b>11/07/17</b>	Minutes and Action Log	Democratic Services	Not applicable	28/06/17	30/06/17
	Free School Proposals	H Belchamber	Not applicable		
	No Wrong Door: Update	T Leavy	Not applicable		
	Children's Centres: Public Consultation	J Sollars	Not applicable		
	Coram Cambridgeshire Adoption (CCA) Annual Report	T Leavy/ F MacKirdy	Not applicable		
	Youth Offending Service Inspection Report/ Improvement Plan	S Ferguson/ T Watt	Not applicable		
	Report on Inspection of Special Educational Needs and Disability (SEND) Services in March 2017	Helen Phelan	Not applicable		
	Legal Costs	W Ogle- Welbourn	Not applicable		



<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
	Agenda Plan, Appointments to Outside Bodies and Training Plan	R Greenhill	Not applicable		
	Cambridgeshire Catering and Cleaning Services: Future Options +	K Grimwade/ R Imhoof	2017/010		
<i>[15/08/17] Provisional Meeting</i>				02/08/17	04/08/17
<b>12/09/17</b>	Minutes and Action Log	Democratic Services	Not applicable	30/08/17	01/09/17
	Free School Proposals	H Belchamber	Not applicable		
	THRIVE Strategy	S Tabbitt/ Sharif Al-Rousi	Not applicable		
	Local Safeguarding Children Board's Annual Report	A Jarvis	Not applicable		
	Business Planning	W Patten/ M Teasdale	Not applicable		
	Risk Register	W Ogle- Welbourn	Not applicable		
	Sufficiency Statement	J Davies	Not applicable		
	Self-Assessment	T Leavy	Not applicable		
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable		
<b>10/10/17</b>	Minutes and Action Log	Democratic Services	Not applicable	27/09/17	29/09/17
	Children's Centres	T Leavy/ J Sollars	2017/031		
	Free School Proposals	H Belchamber	Not applicable		
	Business Planning	W Patten/ M Teasdale	Not applicable		
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable		
<b>14/11/17</b>	Minutes and Action Log	Democratic Services	Not applicable	01/11/17	03/11/17
	Free School Proposals	H Belchamber	Not applicable		
	Kennett Garden Village – Relocation and Expansion of a Primary Academy	C Buckingham	Not applicable		
	Business Planning	W Patten/ M Teasdale	Not applicable		
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable		
<b>05/12/17</b>	Minutes and Action Log	Democratic Services	Not applicable	22/11/17	24/11/17

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
	Free School Proposals	H Belchamber	Not applicable		
	Business Planning	W Patten/ M Teasdale	Not applicable		
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable		
<b>09/01/18</b>	Minutes and Action Log	Democratic Services	Not applicable	22/12/17	28/12/17
	Free School Proposals	H Belchamber	Not applicable		
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable		
<i>[13/02/18] Provisional Meeting</i>					
<b>13/03/18</b>	Minutes and Action Log	Democratic Services	Not applicable	28/02/18	02/03/18
	Free School Proposals	H Belchamber	Not applicable		
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable		
<i>[10/04/18] Provisional Meeting</i>					

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
<b>22/05/18</b>	Minutes and Action Log	Democratic Services	Not applicable	09/11/18	11/05/18
	Free School Proposals	H Belchamber	Not applicable		
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable		

**Notice made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in compliance with Regulation 5(7)**

1. At least 28 clear days before a private meeting of a decision-making body, public notice must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.

Forward plan reference	Intended date of decision	Matter in respect of which the decision is to be made	Decision maker	List of documents to be submitted to the decision maker	Reason for the meeting to be held in private
2017/010	11 July 2017	Cambridgeshire Catering and Cleaning Services: Future Options	Children and Young People Policy and Service Committee	Report by the Director of Learning	The decision is an exempt item within the meaning of paragraph 3 of Schedule 12A of the Local Government Act 1972 as it refers to information relating to the financial or business affairs of any particular person (including the authority holding that information).

**Decisions to be made in private as a matter of urgency in compliance with Regulation 5(6)**

3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chairman of the Council.
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.
5. The Chairman of the Council has agreed that the Committee may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

Date of Chairman's agreement	Matter in respect of which the decision is to be made	Reasons why meeting urgent and cannot reasonably be deferred

For further information, please contact Quentin Baker on 01223 727961 or [Quentin.Baker@cambridgeshire.gov.uk](mailto:Quentin.Baker@cambridgeshire.gov.uk)



**Draft Children and Young People (CYP) Committee Training Plan 2017/18**

Below is an outline of dates and topics for potential training committee sessions and visits. Subject to Members' agreement it is suggested that training and visits are organised prior to Committee meetings and utilising existing Reserve Committee dates:

	<b>Subject</b>	<b>Desired Learning Outcome/ Success Measures</b>	<b>Priority</b>	<b>Date</b>	<b>Responsibility</b>	<b>Nature of Training</b>	<b>Audience</b>	<b>Attendance by:</b>	<b>% of the Committee Attending</b>
1.	Committee Induction Training	<p>1. Provide an introduction to the work of the Children Families and Adults Directorate in relation to children and young people;</p> <p>2. Provide an overview of the committee system which operates in Cambridgeshire County Council;</p> <p>3. Look at the roles and responsibilities of committee members;</p> <p>4. Consider the Committee's training needs.</p>	High	12.06.17 Room 128	<i>Wendi Ogle-Welbourn/ Richenda Greenhill</i>	Presentation and discussion		Cllr ... Cllr ...	
2.	Safeguarding (Children's & Adults)			7 July 2017 2-4pm	<i>Theresa Leavy / Sarah-Jane Smedmor / Claire Bruin</i>		All Members invited		

				KV Room					
3.	Children Centres (Public Consultation)			July (tbc)	<i>Theresa Leavy</i>		All CYP Members invited		
4.	Local Government Finance			30 June 2017  1.00-4.30pm  KV Room	<i>Chris Malyon</i>		All Members invited		
5.	An overview of the revised Children's and Families directorate - Corporate Parenting Board			August (tbc)	<i>Theresa Leavy / Sarah-Jane Smedmor</i>		All CYP Members invited		
6.	Meeting with Voices Matter (Young People's Council)			August (tbc)	<i>Michelle Dean / Sarah-Jane Smedmor</i>		All CYP Members invited		
7.	Visit to the Multi-agency Safeguarding Hub (MASH)			August (tbc)	<i>Jenny Goodes</i>		All CYP Members invited		



8.	Place Planning 0-19; commissioning new schools, admissions and Transport			Sept (tbc)  Various locations	<i>Various</i>		All CYP Members invited		
9.	Special Educational Needs - strategy, role and operational delivery			October (tbc)	<i>Meredith Teasdale / Helen Phelan</i>		All CYP Members invited		
10.	Commissioning Services – what services are commissioned and how our services are commissioned across CFA			Nov (tbc)	<i>Meredith Teasdale</i>		All CYP Members invited		
11.	Local Government Finance			21 Nov 2017 (time tbc)  KV Room	<i>Chris Malyon</i>		All Members invited		

12.	Understanding Educational Performance			Dec 2017 (tbc)	<i>Keith Grimwade</i>		All CYP Members invited		

Also to be included:

- Finance training by Martin Wade (Strategic Finance Manager, CFA): Finance and Performance Reports and schools funding formulas.

**CAMBRIDGESHIRE COUNTY COUNCIL FRAMEWORK & TERM CONTRACTS:**

- **TEMPORARY BUILDINGS MULTI-DISCIPLINARY FRAMEWORK**
- **DESIGN & BUILD CONTRACTOR FRAMEWORK**
- **RELOCATION OF TEMPORARY BUILDINGS AND ASSOCIATED GROUNDWORK TERM CONTRACT FRAMEWORK**
- **MINOR WORKS FRAMEWORK**

*To:* Children and Young People's Committee

*Meeting Date:* 12 June 2017

*From:* Wendi Ogle-Welbourn, Interim Executive Director:  
Children, Families and Adults Services

*Electoral division(s):* All

*Forward Plan ref:* 2017/001      *Key decision:* Yes

*Purpose:* To advise the Committee of the need to:

- a) Re-procure the following frameworks which have either expired or are due to expire in the next 12 months:
  - Design & Build Contractor Framework (expired 31 March 2017)
  - Relocation of Temporary Buildings and Associated Groundworks Term Contract (due to expire 31 March 2018)
  - Minor Works Framework (due to expire 31 March 2018)
- b) Procure a Temporary Buildings Multi-disciplinary Framework to assist in the management and delivery of the design, health and safety compliance and town planning requirements relating to the provision of mobile accommodation.

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

- a) The re-procurement of the following frameworks which have either expired or are due to expire in the next 12 months:
- Design & Build Contractor Framework (expired 31 March 2017)
  - Relocation of Temporary Buildings and Associated Groundworks Term Contract (due to expire 31 March 2018)
  - Minor Works Framework (due to expire 31 March 2018)
- b) The procurement of a Temporary Buildings Multi-disciplinary Framework to assist in the management and delivery of the design, health and safety compliance and town planning requirements relating to the provision of mobile accommodation.

***Officer contact:***

Name:	Rachael Holliday
Post:	Construction Programme Manager
Email:	<a href="mailto:rachael.holliday@cambridgeshire.gov.uk">rachael.holliday@cambridgeshire.gov.uk</a>
Tel:	01223 714 696

## **1.0 BACKGROUND**

- 1.1 The Council, as the local Children's Services Authority, has a statutory duty to provide a school place for every child living in its area of responsibility who is of school age and whose parents want them educated in the state funded sector. It also has a duty to secure sufficient and suitable early years and childcare places for children aged three and four and eligible two year olds. To achieve this, the Council has to keep the number of places under review and to take appropriate steps to manage the position where necessary. This includes maintaining a rolling programme of capital investment for the provision of educational facilities for Cambridgeshire's children and young people (CYP). This forms part of the Council's Business Plan approved by Council each February.
- 1.2 To ensure that the Council is able to continue to meet this statutory responsibility it needs to be able to secure the timely and cost-effective delivery of the projects identified as priorities in its capital programme. This is currently achieved through three construction-related frameworks:
1. Design & Build (D&B) Constructor Framework
  2. Relocation of Temporary Buildings and Associated Groundwork Term Contract
  3. Minor Works Framework
- 1.3 Given that the D&B Framework expired on 31 March 2017 and the other two are due to expire on 31 March 2018, there is an urgent need to proceed with the re-procurement of these frameworks/term contracts in order to ensure that the Council continues to be meet its duty to secure sufficient early years and childcare and school places.
- 1.4 The need for a fourth framework to assist with the management and delivery of design, health and safety compliance, and town planning requirements relating to the provision of mobile accommodation.
- 1.5 Under the Council's Constitution and Principles of Decision Making, the re-procurement of the existing frameworks and the procurement of the new framework meet the Key Decision criteria. This is because each one is likely to result in expenditure in a related series of transactions in excess of £500,000.
- 1.6 In all cases, the frameworks/term contracts are predominantly used and will be managed by the 0-19 Place Planning & Organisation Service in the Learning Directorate. It is considered appropriate, therefore, that the CYP Committee be asked to take this Key Decision. The frameworks/term contracts will, however, be open to other Council directorates/services to use. The management arrangements for those projects will be subject to the size and scale of the planned programme of work. Other local authorities, schools/academies and public sector organisations are also open to use the proposed frameworks/term contracts, subject to signing up to an access agreement and paying a fee to cover resourcing and management costs.

## **2.0 THE FRAMEWORKS/TERM CONTRACTS**

### **2.1 Temporary Buildings Multi-disciplinary Framework**

- 2.1.1 This Framework provides for the management and delivery of the design, health and safety compliance of temporary buildings. The manager responsible for overseeing the associated work programme retired in January 2017. A temporary contract worker is covering the role at a cost of £7,540 per month. In addition, in order to meet the requirements for the Construction (Design and Management) Regulations (2015), the Council is employing a Principal Designer for the summer 2017 programme at a cost of £18,000. The current arrangements, which result from the difficulties encountered in recruiting and retaining staff with the specialist skills to support a programme of work that is cyclical (the majority of the work falls during January to September) do not provide value for money or continuity of service. It is considered more cost effective, therefore, to secure the necessary technical services (listed below) through a framework rather than the Council directly employing someone to undertake this work. The scope, scale and complexity of a project will determine the services required. For example, if it is simply a case of renewing an existing planning consent, the Council would only need Planning Consultancy Services. However, if it needs to establish temporary school provision on a greenfield site, then it is likely that all of the services listed would be required.

#### **2.1.2 Core Services**

Project Management/Contract Administrator  
Quantity Surveying/Cost Management  
Building Surveyor/Architect including Landscape Architecture  
Fire Engineer  
MEP Engineer  
Structural & Civil Engineering  
Planning Consultancy including Highways  
Principal Designer

#### **Additional Services**

Flood Risk Assessment  
Topographical Survey  
Drainage and Ground Penetrating Radar Survey  
Utility Searches  
Arboriculture & Ecology  
UXB (Unexploded Bomb) Survey

- 2.1.3 In order to achieve the best value for money for the Council it is proposed that the fee basis for the Core Services will be on a % capped fee against construction costs for the following Lots:

Lot 1 £0-£50k  
Lot 2 £50k-£150k  
Lot 3 £150k-£300k  
Lot 4 £300k+

Any Additional Services will be based on a capped hourly rate.

- 2.1.4 The tender process would be undertaken in compliance with EU procurement rules. It is proposed that Alcatel and contract awards will be made from Christmas 2017 onwards.

## 2.2 Design & Build Contractor (D&B) Framework

- 2.2.1 The current Framework (originally procured in 2012/13 following approval from Cabinet <http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/AgendaItem.aspx?agendaItemID=5465>) is used to procure large construction projects ranging in value from £500k to £15m plus. Over the past 4 years, the majority of the Council's new schools and largescale expansions of existing schools have been procured using this Framework. Contractors who wish to be approved to be part of the framework are subject to a rigorous assessment process, with 50% of the possible total score being based on quality and the other 50% on cost. Contractors are required to provide examples to demonstrate how they can deliver high quality projects which are also cost effective.
- 2.2.2 Compared to previous procurement methods used by the Council, the Framework together with the Local Government Shared Services (LGSS) Consultants Framework has produced improved performance, cost and time savings on projects through economies of scale and by avoiding the need to undertake numerous tendering processes for every major capital project. In addition, contractors tend to perform better under a D&B Framework model as they have more control of the project and responsibility for risk management. Time and cost issues can be managed with more certainty and conflict and disputes eliminated. This in turn assists with budgeting and final accounts are agreed sooner, since variations are minimised. Over the last four years projects have been delivered on or ahead of programme and are achieving zero or minimal defects. This is a crucial requirement of any partnership arrangement which is responsible for ensuring safe and suitable teaching and learning environments. This does, however, come at a price. In recognition of this, design risk is one of the competitive cost evaluation items included in the tender process. The usual rate for this is the order of 1%.
- 2.2.3 This does mean that Cambridgeshire's build costs are likely to be higher when compared to those of other authorities who use single stage competitive tendering and/or who set lower standards in terms of the quality of materials and internal specifications. For example, Cambridgeshire's policy is for fire sprinklers to be fitted as standard, other authorities do not.
- 2.2.4 Officers' assessment is that the benefits of the D&B Framework outweigh those higher costs. There would be significant risk to programme and project delivery should the Committee not agree to re-procure the framework as it would be necessary to undertake a full tender and evaluation process in all cases.
- 2.2.5 It is not proposed to make any significant changes to the existing framework and contract arrangements. To deal with the needs of the capital programme moving forward the Lots are as follows:

<b>Lot Number</b>	<b>Construction value between</b>
Lot 1	£1m - £2.99m
Lot 2	£3m - £6.499m
Lot 3	£6.5m - £9.99m
Lot 4	£10m - £14.99m
Lot 5	£15m+

2.2.6 It is proposed that Alcatel and contract awards will be made from June 12<sup>th</sup> 2017 onwards.

### 2.3 Relocation of Temporary Buildings and Associated Groundwork Term Contract

2.3.1 This contract underpins and will operate hand-in-hand with the Temporary Buildings Multi-Disciplinary Framework to provide a seamless delivery service. The award of the contract will ensure that the Council has a single supplier to undertake all work in relation to the relocation of temporary accommodation. This will include preparing sites, laying trackway for cranes, transporting mobiles from one location to another, installing utilities and services, installing ramps and steps; and reinstating the site following removal.

2.3.2 It is not proposed to make any significant changes to the existing framework and contract arrangements. Each piece of work that goes to the term contractor will have its own specification. Value for money will continue to be assured as with the current framework via a schedule of rates arrangement, with an annual increase for inflation. Contractors will be evaluated on their technical capability, financial probity, Health and Safety and insurance arrangements.

2.3.3 It is proposed that Alcatel and contract awards will be made from April 2018 onwards.

### 2.4 Minor Works Framework

2.4.1 This Framework provides for minor building, engineering works, maintenance, refurbishment and improvement projects up to a value of £1m. Annual spend is forecast to be in the order of £2m. It is not considered value for the Council to procure these smaller scale projects using the D&B Framework as the expectation is that the contractors on this framework would submit higher tender prices in order to cover their design, overhead costs and risks as they do not consider these projects to be profitable.

2.4.2 In order to complement the Minor Works Framework it is considered better value for money to procure technical/design and contract management via the ESPO (Eastern Shire Purchasing Organisation) Consultants Framework. This is a national Framework available to all public bodies. This has already proved successful in reducing the amount of time required to procure individual projects.

2.4.3 Following an internal lessons learned review (including engagement with suppliers), and given the wide-ranging scale and value of general building works likely to be procured under this framework, the proposed Lots are:



<b>Lot Number</b>	<b>Construction value between</b>
Lot 1	£0 - £124k
Lot 2	£125k - £499k
Lot 3	£500k up to £1m
Lot 4	Mechanical and Electrical Works only

- 2.4.4 It is not proposed to make any significant changes to the existing framework and contract arrangements. It is proposed that Alcatel and contract awards will be made from April 2018 onwards.

### **3.0 ALIGNMENT WITH CORPORATE PRIORITIES**

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

Capital investment in public infrastructure provides employment and supports economic development. Providing access to local and high quality educational provision and associated children's services should enhance the skills of the local workforce and provide essential childcare services for working parents or those seeking to return to work. Schools and early years and childcare services are also providers of local employment.

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

If pupils have access to local schools and associated children's services, they are more likely to attend them by either cycling or walking rather than through local authority-provided transport or car. They will also be able to access more readily out of school activities such as sport and homework clubs and develop friendship groups within their own community. This should contribute to the development of both healthier and more independent lifestyles.

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

Providing sufficient and suitable school places to match local demand as closely as possible will ensure that services can be more easily accessed by families in greatest need.

### **4.0 SIGNIFICANT IMPLICATIONS**

#### **4.1 Resource Implications**

- 4.1.1 As stated in section 1.5, under the Council's Constitution and Principles of Decision-making, procurement of the four construction-related frameworks and term contracts represent a Key Decision, requiring Committee approval. This is because, although the frameworks themselves do not hold any value, each is likely to result in expenditure in a related series of transactions in excess of £500,000.
- 4.1.2 It is proposed that the financial assessment for each of the frameworks is carried out by an external consultant. It is estimated that this will cost in the region of

£100k to £150k, depending upon whether there are any challenges from potential suppliers. This cost will be met from the CYP Capital Programme.

4.1.3 Technical support will be required for some aspects of the frameworks, in particular the mechanical and electrical specification for the Minor Works Framework and the pricing mechanisms associated with all four the frameworks.

4.1.4 All the 0-19 Education Capital team costs are charged against the CYP Capital Programme.

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

4.2.1 Prior to October 2016, the LGSS Property Development teams had responsibility for the procurement and management of construction-related frameworks. This responsibility reverted to the Council following the decision to cease that arrangement. The procurement, evaluation and award of the new framework/term contracts will be undertaken by the 0-19 Education Capital Team, working in partnership with LGSS Procurement and Legal to ensure that the relevant compliance measures are met.

4.2.2 Contract performance will be managed, monitored and, where appropriate, challenged, against a set of Key Performance Indicators and regular engagement meetings. This will be undertaken in close liaison with the Council's Town Planning Team, LGSS Procurement and Legal to ensure that performance is managed and monitored throughout the length of the framework arrangements.

4.2.3 Tender processes will be undertaken in compliance with EU procurement rules. It is proposed to award contracts on a three year (plus one) basis.

4.2.4 Each month a Capital Programme monitoring report is produced, which currently tracks 70 projects. All of these projects are either in design, in construction or at defects stage. Projects are rag-rated and mitigating action taken where necessary to address programme slippage, emerging cost pressures and performance standards.

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

4.3.1 The Council has a statutory responsibility to ensure that every child whose parents want them educated in the state-funded sector is offered a school place. In addition, it has a duty to secure sufficient and suitable early years and childcare places.

4.3.2 The vast majority of the schemes within the CYP capital programme are focused on creating additional capacity to provide for the identified need for new places for Cambridgeshire's children and young people in response to demographic need and housing growth. The re-procurement of the existing frameworks and the procurement of the new framework will ensure that the Council continues to be able to deliver the planned level of infrastructure investment and meet its statutory responsibilities.

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

- 4.4.1 All accommodation, both mobile and permanent has to be compliant with the provisions of the Public Sector Equality Duty and current Council standards.

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

- 4.5.1 Significant levels of engagement and consultation take place with all schools and early years settings identified for potential expansion to meet the need for places in their local areas over the development and finalisation of those plans. Schemes are also presented to local communities for comment and feedback in advance of seeking planning permission.

#### **4.6 Localism and Local Member Involvement**

- 4.6.1 Local Members are kept informed of planned changes to provision in their divisions and their views sought on emerging issues and actions to be taken to address these.

#### **4.7 Public Health Implications**

- 4.7.1 It is Council policy that schools:

- should be sited as centrally as possible to the communities they serve, unless location is dictated by physical constraints and/or the opportunity to reduce land take by providing playing fields within the green belt or green corridors;
- should be sited so that the maximum journey distance for a young person is less than the statutory walking distances (3 miles for secondary school children, 2 miles for primary school children)
- should be located close to public transport links and be served by a good network of walking and cycling route
- should be provided with Multi-use Games Areas (MUGAs) and all weather pitches (AWPs) to encourage wider community use of school

- 4.7.2 School design specifications for new schools includes provision for suitable and sufficient outdoor play spaces, natural ventilation and opportunities to maximise use of daylight in preference to artificial light sources. Discussions are underway with colleagues from Public Health to determine how to ensure that the specifications for future schools can further support and promote physical activity and mental wellbeing.

<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	Yes Name of Financial Officer: Martin Wade
<b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?</b>	Yes Name of Financial Officer: Chris Malyon via Procurement Board
<b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>	Yes Name of Legal Officer: Fiona McMillan
<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Yes Name of Officer: Keith Grimwade
<b>Have any engagement and communication implications been cleared by Communications?</b>	Response awaited. Name of Officer: Matthew Hall
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Yes Name of Officer: Keith Grimwade
<b>Have any Public Health implications been cleared by Public Health</b>	Yes Name of Officer: Tess Campbell

### **SOURCE DOCUMENTS GUIDANCE**

<b>Source Documents</b>	<b>Location</b>
Business Plan 2017/18, which includes the CYP capital programme	<a href="https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/475/Committee/20/Default.aspx">https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/475/Committee/20/Default.aspx</a>

**FREE SCHOOL PROPOSALS**

**To:** Children and Young People Committee

**Meeting Date:** 12 June 2017

**From:** Wendi Ogle-Welbourn Interim Executive Director:  
Children, Families and Adults Services

**Electoral division(s):** All, but of particular relevance to Cambridge City Divisions, Huntingdonshire Divisions, Alconbury and Kimbolton and Histon and Impington

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

**Purpose:** To update Members on:

- a) the outcome of Wave 12 of the central free school programme to open new free schools in Cambridgeshire, communicated by the Department for Education (DfE) on 12 April 2017
- b) the next steps with regard to both successful and unsuccessful applications;
- c) the proposal to launch a competition to seek a sponsor to run an area special school at Alconbury Weald;
- d) the outcome of the application made jointly with Peterborough City Council (PCC) to the Department for Education (DfE) to commission a special school focussing on the needs of 14-19 year old students with high functioning autism and complex emotional and mental health needs to serve the north of the county and Peterborough.

**Recommendations:** Members are asked to:

- a) note and comment on the outcome of applications to open new free schools in Cambridgeshire under Wave 12 of the Department for Education's centrally delivered free school programme and the identified options in those cases where there is an identified basic need and the associated applications were not approved for implementation;
- b) note and comment on the intention to launch a competition to seek a sponsor for a new area special school at Alconbury Weald;

- c) **note the Council's adopted process for competitions under the free school presumption process and the need to review this to align with the Council's new decision-making arrangements;**
- d) **note and comment on the outcome of the application made jointly with Peterborough City Council to establish a free special school provision;**
- e) **agree that, in addition to keeping Members informed of any implications for the local authority's statutory responsibilities of the free school applications where no basic need has been identified, that Officers should work with the St Neots Learning Partnership and the Regional Schools Commissioner's Office to develop a revised strategy for secondary school places in St Neots that will address 11-16 and sixth form provision.**

<b><i>Officer contact:</i></b>	
Name:	Clare Buckingham
Post:	Strategic & Policy Place Planning Manager
Email:	Clare.buckingham@cambridgeshire.gov.uk
Tel:	01223 699779

## 1. BACKGROUND

- 1.1 “Free school” is the Department for Education’s policy term for all new provision academies whereas “academy” is a legal term for state-funded schools that operate independently of local authorities and receive their funding directly from the government.
- 1.2 Since May 2015 all new schools open as free schools. They are established by one of two routes, via:
- the Council’s established sponsor selection process (known as the free school presumption), or
  - potential sponsors applying directly to the Department for Education (DfE)

New schools established under the presumption route are not required to use the term “free school” in their name.

- 1.3 To date there have been two application windows annually, in March and September respectively, for potential sponsors to submit free school proposals directly to the DfE.
- 1.4 Since May 2016 an update of free school proposals has been a standing item on the Children and Young People (CYP) Committee meeting agenda.

## 2. OUTCOME OF WAVE 12

- 2.1 The DfE received 15 applications from potential sponsors to open new free schools in Cambridgeshire under Wave 12, which closed on 28 September 2016. Eight were successful as follows:

Name of school	Type of school	Location	Trust	Size	Basic Need
St Neots Academy	Mainstream secondary 11-16	No site	Bedford & Kempton Free School Trust	4 FE/600 places	No
Godmanchester Secondary Academy	Mainstream Secondary 11-16	No site	Cambs Educational Trust (Chesterton)	5 FE/750 places	No
St Bede’s Inter-church School	Mainstream Faith 11-16	To be confirmed	St Bede’s	6FE/900 places	Yes
Cambridge Maths School	Post-16 specialist science, technology, maths (STEM)	No site	Cambs Educational Trust	Up to 300 places	No
Wing Primary	3-11 primary and early years	Wing development East Cambridge	Anglian Learning Trust	2FE/420 places	Yes
Cambridge City Free School	11-18 secondary and sixth form	Potentially in east of Cambridge	West London Free School Academy Trust	840 places total	Yes

		City			
The Cavendish School	9-18 special school. Primary need autism	Impington Village College	Morris Education Trust	70 places	Yes
Northstowe Special Academy	4-19 area special school	Northstowe Phase 2	Cambridge Meridian Academies Trust	110 places	Yes

These schools are now at the pre-implementation stage. This is the period between the approval of the free school application and when the free school opens. During this phase the free school proposer will finalise plans, develop policies (including admissions arrangements) and undertake a statutory consultation. The latter must happen before the Secretary of State for Education will enter into a funding agreement with the relevant Trust. It is for the respective Trust to determine at what point to commence consultation.

- 2.2 In the two cases where there is no identified site the property arm of the Education and Skills Funding Agency (ESFA), LocatED, is undertaking site searches. Officers understand that, to date, these have been unsuccessful.
- 2.3 Understandably the headteachers of existing schools in Huntingdon and St Neots are concerned about the potential impact of a new free school in the towns where there is no identified basic need requirement. Officers will work closely with these schools and will inform Members of any implications for the local authority's statutory responsibilities. In St Neots the changing yield from, and timing of, new developments and the need to secure high quality post 16 provision, in addition to the free school bid, requires a review of the current strategy for secondary school places. The local authority will work with the St Neots Learning Partnership, the academy trust that runs Longsands and Ernulf, and the Regional Schools Commissioner's Office to develop and present this strategy to the CYP Committee in the early autumn.
- 2.4 Of the seven unsuccessful applications, five were for schools in locations where there is a basic need as a result of new development, namely in Cambourne West (a primary and secondary school), Northstowe (second primary), Darwin Green on the north west fringe of the City (primary school) and Waterbeach (secondary school). All of them have identified sites, or site options. The basic need requirement at Waterbeach is several years into the future and therefore the decision not to approve any of the three applications submitted at this stage is one that officers support.
- 2.5 Officers have identified two possible alternative routes available to address the basic need for additional school places in these locations:
  1. launching a competition to identify a preferred sponsor in line with the provisions in the 2006 Education Act.
  2. approaching the respective Trust or Governing Body with proposals to extend an existing school to operate by establishing a 2<sup>nd</sup> campus on a site in the development area.



### **3 SPECIAL SCHOOL PROVISION AT ALCONBURY WEALD**

- 3.1 The DfE had yet to publish the application deadline for Wave 13 of the central free school programme before the announcement of a general election was made. It was expected to have been March 2017 and the Spring Common Academy Trust (SCAT) was poised to submit an application to run the free special school required at the new development at Alconbury Weald. A site has been secured through negotiations with the developer but no Section 106 funding contribution. Officers had been supporting the Trust to compile their application. No other trusts have approached the Authority or the DfE expressing an interest in running this provision. The Diocese of Ely Multi Academy Trust (DEMAT), the approved sponsor of the secondary school in Alconbury Weald, is keen to work with SCAT to establish a co-located special school in the development.
- 3.2 In these circumstances and with little prospect of any information regarding the future arrangements for the establishment of centrally established free schools before the end of the current academic year, officers propose to launch a competition under the free school presumption process to identify a preferred sponsor for the area special school required at Alconbury Weald. With a proposed opening date of September 2020 there is a need to identify the sponsor so that they can be part of the emerging plans for the co-location of the special school with the secondary on this new development. There is provision within the free school presumption guidance for local authorities to halt a competition process if this proves appropriate/necessary once the arrangements for opening new free schools are clarified by the new government.
- 3.3 The Council's joint officer/Member process for selecting its preferred school sponsor is set out in Appendix 1. Previously there was a role for CYP Spokes in that process.

### **4 LOCAL AUTHORITY – COMMISSIONED SPECIAL FREE SCHOOLS**

- 4.1 Under new Guidance issued by the DfE in October 2016, the Council submitted a joint application with Peterborough City Council (PCC) to commission a 50 place special school for young people with high end ability, autistic spectrum disorder and/or complex emotional and mental health needs to serve the north of Cambridgeshire. The DfE specifically encouraged collaborative bids between local authorities (LAs).
- 4.2 At the time the application was submitted, discussions were on-going over possible site options. Subsequently, Sawtry Village Academy was identified as a possible site for the school, making use of accommodation no longer required by the school for its 11-18 year old pupils as a result of falling rolls. Unfortunately, this possibility came too late in the process for it to be submitted as part of the application and we have been informed by the DfE that the application was unsuccessful. Officers have received advice about how to approve their bid but the DfE, because of election purdah, would not offer any advice about future free school programmes.

### **5 ALIGNMENT WITH CORPORATE PRIORITIES**

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

Providing access to local and high quality education and associated children's services

should enhance the skills of the local workforce and provide essential childcare services for working parents or those seeking to return to work. Schools and early years and childcare services are providers of local employment

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

If pupils have access to local schools and associated children's services, they are more likely to attend them by either cycling or walking rather than through local authority-provided transport or car. They will also be able to access more readily out of school activities such as sport and homework clubs and develop friendship groups within their own community. This should contribute to the development of both healthier and more independent lifestyles.

## **5.3 Supporting and protecting vulnerable people**

Providing a local school will ensure that services can be accessed by families in greatest need within its designated area.

# **6 SIGNIFICANT IMPLICATIONS**

## **6.1 Resource Implications**

6.1.1 Where new schools are commissioned via the free school presumption process local authorities are responsible for all the start-up and post-opening costs, including diseconomy of scale costs, funding for which may be needed over a number of years. Given this burden of revenue expenditure, the Council will only consider commissioning new schools where there is no possible alternative.

6.1.2 Special Schools are funded on the Place-Plus methodology. This provides schools with £10,000 per commissioned place as agreed with the ESFA for Pre and Post-16 numbers. It is then the responsibility of the home local authority to provide Top-Up funding based on the individual needs of the learners in line with their Education Health and Care Plan (EHCP).

6.1.3 Once the number of places for each academic year has been agreed this provides a minimum core budget for the school and as such there is no diseconomies funding for Special Schools. The Top-Up funding is based on participation and as such will only be payable directly by the pupil's home local authority for the period of time each pupil is in attendance.

6.1.4 Prior to the dissolution of Parliament, the Government had commenced a consultation process on the future funding arrangements for schools. Following the first stage of this process there are still significant areas of uncertainty in respect of funding for new schools and as such the implications detailed below are based on current legislation and processes.

6.1.5 Where new free schools are centrally delivered via application to the DfE where there is no basic need requirement, revenue start-up costs are met by the DfE. Construction costs are also met centrally by the DfE although future basic need allocations will be adjusted to take account of the additional capacity created. Local authorities are still

required to meet the post-opening diseconomies funding.

- 6.1.6 Where schools are to be established where there is no identified basic need for places, this will have a significant impact on the rolls of existing schools and the funding they will receive.

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

- 6.2.1 All new presumption free schools which are designed and built by the Council are done so under the Council's framework arrangements. The framework has recently been re-tendered.

## **6.3 Statutory, Legal and Risk**

- 6.3.1 Where the Council has negotiated the land for a new school through s106 agreements and/or the land is in the Council's ownership, the Council will grant a standard 125 year Academy lease of the whole site (permanent school site) to the successful sponsor based on the model lease prepared by the DfE as this protects the Council's interest by ensuring that:

- the land and buildings would be returned to the Council when the lease ends
- use is restricted to educational purposes only
- the Trust is only able to transfer the lease to another educational establishment provided it has the Council's consent

The Trust (depending on the lease wording) is only able to sublet part of the site with approval from the Council.

If the EFA or the Trust acquires the land the above approach would not apply.

## **6.4 Equality and Diversity**

- 6.4.1 The Council is committed to ensuring that children with special educational needs and/or disability (SEND) are able to attend their local mainstream school where possible, with only those with the most complex and challenging needs requiring places at specialist provision.
- 6.4.2 The accommodation provided for delivery of early years and childcare and primary and secondary education will fully comply with the requirements of the Public Sector Equality Duty and current Council standards.
- 6.4.3 As part of the planning process for new schools, local authorities must also undertake an assessment of the impact, both on existing educational institutions locally and in terms of impact on particular groups of pupils from an equalities perspective.

## **6.5 Engagement and Communications**

- 6.5.1 All new school projects, whether initiated by the Council or via the central DfE process, are subject to a statutory process which includes public consultation requirements.

## **6.6 Localism and Local Member Involvement**

6.6.1 Local members are always invited to take part in the joint officer/member panel (see Appendix 1) to assess new school proposals when these are conducted under the Council's established new school sponsor selection competition process.

## **6.7 Public Health Implications**

6.7.1 It is Council policy that schools:

- should be sited as centrally as possible to the communities they serve, unless location is dictated by physical constraints and/or the opportunity to reduce land take by providing playing fields within the green belt or green corridors;
- should be sited so that the maximum journey distance for a young person is less than the statutory walking distances (3 miles for secondary school children, 2 miles for primary school children)
- should be located close to public transport links and be served by a good network of walking and cycling routes
- should be provided with Multi-use Games Areas (MUGAs) and all weather pitches (AWPs) to encourage wider community use of school

6.7.2 There is also an expectation that schools will provide access to and use of the school's accommodation for activities e.g. sporting, cultural, outside of school hours.

6.7.3 New schools will have an impact on the Public Health commissioned services such as school nursing, vision screening, National Childhood Measurement Programme, school-based immunisation programmes. Special schools will have an impact on the Clinical Commissioning Group (CCG) commissioned services such as special school nursing, therapies and other paediatric services.

## Appendix 1

### **The Council's process for selecting its preferred school sponsor when the need for a new school has been identified.**

The main elements of the sponsor selection process date back several years as they were established in response to the requirements of the 2006 Education Act. The process was reviewed and updated in 2012 to take account of the requirements of the 2011 Education Act, receiving Cabinet approval on 17 April 2012. Adjustments were made in 2014 to take account of the Council's new decision-making arrangements. The process consists of six main stages:

- Development and publication of a specification detailing the requirements and expectations of the potential academy/free school sponsor together with a background document which provides the context for the need for the school and the area in which it will be established.
- Invitation to potential sponsors to submit applications within a set timeframe.
- Assessment and scoring of the applications. Only applications deemed to have met a certain standard will be shortlisted and taken forward to the next stage.
- A public meeting at which the applicants answer questions from the audience about their proposals.
- Interview with a joint officer and Member panel during which the applicants will be asked a series of questions. This usually lasts around one hour. The panel is also provided with a summary of any written comments or feedback received following the public meeting. The panel membership is drawn from the following:
  - - members of the CYP Committee;
    - the local County Councillor(s) for the area in which the school will be established;
    - the Head of the Schools Intervention Service or their representative;
    - the Head of Service, 0-19 Place Planning and Organisation (Chair)
    - the 0-19 Strategic Policy and Place Planning Manager; and
    - the 0-19 Area Education Officer
- The panel discusses each of the proposals in detail, taking account of what they have read, seen and heard from which a combined score for each application is derived.

Endorsement of the panel's recommendation is then sought by the Children & Young People's Committee. The Regional School's Commissioner (RSC) and his head teacher reference group take this into account when reaching a decision on which potential sponsor they

will recommend that the Secretary of State enters into a funding agreement with.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Martin Wade
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?	Yes Name of Financial Officer: Chris Malyon
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	No response received:
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Keith Grimwade
Have any engagement and communication implications been cleared by Communications?	No response received
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Keith Grimwade
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Tess Campbell

### **SOURCE DOCUMENTS**

Source Documents	Location
<p>The Free School Presumption: Departmental advice for local authorities and new school proposers. February 2016  <a href="https://www.gov.uk/government/publications/establishing-a-new-school-free-school-presumption">https://www.gov.uk/government/publications/establishing-a-new-school-free-school-presumption</a></p> <p>Local Authority-Commissioned Special Free Schools. Departmental Guidance for local authorities interested in commissioning a special free school. October 2016  <a href="https://www.gov.uk/government/publications/special-free-schools-commissioned-by-a-local-authority">https://www.gov.uk/government/publications/special-free-schools-commissioned-by-a-local-authority</a></p> <p><b><i>New School Funding Policy 2017/18</i></b></p>	<p>Clare Buckingham</p> <p>0-19 Place Planning &amp; Organisation Service</p> <p>Octagon 2<sup>nd</sup> floor  OCT1213 ,  Shire Hall,  Cambridge</p>





**CHARGING FOR ACADEMY CONVERSIONS**

**To:** Children and Young People Committee

**Meeting Date:** 12 June 2017

**From:** Wendi Ogle-Welbourn Interim Executive Director:  
Children, Families and Adults Services

**Electoral division(s):** All

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

**Purpose:** To advise the Committee of:

- a) the process and arrangements for maintained schools converting to academies and subsequently operating independently of the Council;
- b) the order of costs currently borne by the Council whenever a school converts to an academy;
- c) the options available for meeting those costs in future; and
- d) the outcome of an application to the Department of Education (DfE) for grant funding to support the Council to meet its duty to facilitate academy conversions.

**Recommendation:** That the Committee endorse the proposal that the Council introduces a charging arrangement for the work it is required to undertake and the costs it incurs as a result of the conversion process which will apply to all future conversions. The charge to reflect the actual costs incurred.

<b><i>Officer contact:</i></b>	
Name:	Hazel Belchamber
Post:	Head of Service, 0-19 Place Planning & Organisation
Email:	Hazel.Belchamber@cambridgeshire.gov.uk
Tel:	01223 699775

## **1. BACKGROUND**

- 1.1 Academies are publicly-funded schools, operating independently of local authorities, held accountable to the Secretary of State for Education through a legally binding funding agreement with the Department for Education (DfE).
- 1.2 There are three different routes for maintained schools to become academies:
- Those deemed to be high performing schools by Ofsted, that is, those judged to be good or outstanding can choose to become academies either by joining a multi-academy trust (MAT) or by converting as a stand-alone academy. This route is used less frequently than in the early years of the academy programme as the Government, local authorities and schools themselves increasingly recognise the importance and value of schools working together in formal partnerships in a self-supporting education system.
  - Those deemed to require improvement can choose to become academies by joining an established MAT.
  - Those deemed to be under-performing by the Office for Standards in Education (Ofsted), for example those judged to have serious weaknesses or to require special measures, are required to become academies. These are termed sponsored academies.
- 1.3 Proposals set out in the Education White Paper, Educational Excellence Everywhere, published in March 2016 that all schools would have to become academies by 2022 were subsequently rescinded in response to significant cross-party opposition. However, it remained the Government's ambition prior to the dissolution of Parliament, that all schools become academies as evidenced by the duty placed on local authorities in the Education and Adoption Act 2016 to facilitate the conversion of all poorly performing schools to become sponsored academies.
- 1.4 In March 2017, the Council was successful in securing £50,000 in strictly time-limited grant funding from the DfE in recognition of the additional demands placed on officers as a result of the academy conversion process. The funding comes, however, with a target to increase the average number of conversions from two to three a month effective immediately. The majority of the funding will enable the Council to employ an Academies Project Manager on a one year fixed-term contract. Recruitment to this role is underway.
- 1.5 The Council currently bears all the legal and associated costs. Other Councils have introduced charging arrangements as the attached example (Appendix A) from Milton Keynes illustrates.
- 1.6 Given the clear expectation that more schools will convert to become academies it is an appropriate time to consider whether to continue with the current arrangements or introduce charges as other local authorities have done.

## **2. AVAILABLE OPTIONS**

- 2.1 The options available to the Council are to:
- Maintain the status quo.

- Charge a set fee per conversion as per the Milton Keynes' example.
- Charge the actual costs.

## 2.2 **Option 1: Maintaining the status quo**

This would avoid the potential challenge from MATs and schools that, to date, the Council has met all the conversion costs and that it would be inequitable, therefore, for the Council to introduce a charging arrangement for future conversions. The response to this would be:

1. Schools receive £25,000 to support them with the costs of the conversion process. It is not unreasonable to expect, therefore, that they should use some of this funding to meet the costs which the Council currently incurs.
2. Whilst it has been possible for the Council to absorb the cost of conversions to date, the increasing number of conversions and funding pressures it faces mean that this is no longer possible.

## 2.3 **Option 2: Charge a set fee per conversion**

This would have the advantages of being simple and quick to administer. MATs and schools would know upfront the amount they would need to set aside to cover the costs. However, as each academy conversion is unique as it relates to the particular circumstances of the school, a set charge based on the Council's experience to date would mean that some MATs would be significantly over-charged whilst others would be under-charged. The costs for primary school academy conversions which took place in 2016/17 ranged from £475 to £7,744.

## 2.3 **Option 3: Charge the actual costs**

The costs of academy conversions are easily identifiable and it would be relatively straightforward, therefore, to provide an itemised invoice. This would be more time consuming to administer than a set charge, but would be fair and transparent.

- 2.4 Officers' preference is for Option 3 on the basis that as the costs range so widely, it would be easier to justify than a flat rate charge.

## 3.0 **ALIGNMENT WITH CORPORATE PRIORITIES**

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

There are no obvious points of alignment.

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

There are no obvious points of alignment.

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

There are no obvious points of alignment.

## 4.0 **SIGNIFICANT IMPLICATIONS**

### 4.1 **Resource Implications**

4.1.1 The Council incurs significant costs as a result of the each academy conversion, the majority of which are for the work undertaken not only by the Council's legal advisors (LGSS Law), but also by the solicitors employed by the academy trust. The total cost incurred by the Council in 2016/17 was £67,747. The cumulative total is £182,851 for the period 2010/11 to 2016/17.

4.1.2 Each academy conversion requires input from a range of Council officers (0-19 Place Planning & Organisation, Human Resources (HR), Finance, Strategic Assets and District teams), to a greater or lesser degree depending upon the status of a school prior to conversion, in addition to LGSS Law. There is a financial cost to these. The grant funding secured from the DfE for the 2017/18 financial year was on the basis of the following:

£30,000 Project Management

£250 per conversion for the work undertaken by Finance

£350 per conversion for work undertaken by Strategic Assets

£90 per conversion for the work undertaken by HR

4.1.3 The most complex and time-consuming conversions involve community and voluntary controlled schools. In all cases, officers seek to safeguard the Council's interests and enable it to continue to meet its statutory duties (for example, provision of sufficient of early years and childcare places) under the lease, statutory land transfer and Commercial Transfer agreements it has to negotiate and subsequently sign with the academy trusts.

4.1.4 As the grant funding awarded by the DfE will enable some of these costs to be defrayed in 2017/18, this needs to be recognised in any future charging arrangement to avoid double-funding.

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

4.2.1 As stated above, each conversion involves a legal process which results in a Commercial Transfer Agreement between the Council and the academy trust.

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

4.3.1 The DfE and the Regional Schools Commissioner (RSC) have confirmed that it is both possible and acceptable for local authorities to seek reimbursement for the costs they legitimately incur whenever a school converts to an academy.

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

4.4.1 Should the Council introduce a charging system, it can expect to have to respond to challenges from schools which become academies that they are being treated differently to those which have already converted.

#### **4.6 Engagement and Communications**

4.6.1 Schools are required to undertake consultation prior to seeking approval from the

Secretary of State to become academies. The Council seeks to work in partnership with schools and academy trusts and facilitate conversions as speedily as possible.

#### 4.7 Localism and Local Member Involvement

- 4.7.1 The Council's policy is that it is for schools other than those who are required to become academies because they are under-performing to determine whether or not they should convert to become academies. The relevant local members will be informed of any planned conversions.

#### 4.8 Public Health Implications

- 4.8.1 There are no significant implications.

Implications	Officer Clearance
<b>Have the resource implications been cleared by Finance?</b>	Yes Name of Financial Officer: Martin Wade
<b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?</b>	Yes Name of Financial Officer: Chris Malyon
<b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>	Yes or No (awaiting a response) Name of Legal Officer: Lynne Owen
<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Yes Name of Officer: Keith Grimwade
<b>Have any engagement and communication implications been cleared by Communications?</b>	Yes or No (awaiting a response) Name of Officer: Matthew Hall
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Yes Name of Officer: Keith Grimwade
<b>Have any Public Health implications been cleared by Public Health</b>	Not Applicable Name of Officer:

Source Documents	Location
<p>Academy conversion costs incurred to date.</p> <p>List of academies and maintained schools.</p>	<p>Octagon second floor</p> <p>Shire Hall</p> <p>Cambridge</p>

# Statement of the role of Milton Keynes Council in the implementation of academy conversions

[sufficiencyandaccess@milton-keynes.gov.uk](mailto:sufficiencyandaccess@milton-keynes.gov.uk)

## Purpose of this document

To outline the functions Milton Keynes Council is required to perform to implement an academy conversion within the deadline provided by the Department for Education. This relates only to activity **after** the Academy Order has been issued.



The council does not have a role in approving academy applications or brokering multi-academy trusts. **This is for the Regional School Commissioner and we will not be providing advice on this.** The council would however expect any school becoming an academy to have thought through which trust it should join in order to improve standards and may provide appropriate challenge on this.

Receipt of an Academy Order presumes that the school has fulfilled its responsibilities in relation to governance and consultation and has reassured itself that the conversion will improve education standards and outcomes for all children.

## Local Authority responsibilities in the conversion process

The chart overleaf lists the specific functions the council will perform. If the school is already foundation, voluntary aided or voluntary controlled some of the tasks marked\* do not apply where the school already owns its buildings and land and/or the staff are not employees of Milton Keynes Council. Academy trusts and their solicitors will guide a school through the conversion tasks so the council does not provide a monitoring role outside of its own specific functions.

The Department for Education sends us an Academy Order detailing the intended conversion date and the name of the academy trust. This is usually only four months before the deadline, creating a tight schedule. Conversion can take place on the 1<sup>st</sup> of any month. Schools should refer to the Department for Education list published for each conversion month to see when specific tasks need to be completed. Each school will have a named DfE contact responsible for ensuring that the school, the trust and the LA meet these deadlines.

<https://www.gov.uk/government/publications/academy-conversion-important-dates>

## Our fee to schools

We will send a sales order (invoice) to each converting school for a flat rate of £5,000. This fee is subject to review and any update will be communicated via our Educ@te e-newsletter.

- Meet with school to clarify roles and responsibilities and find out issues with building ownership, caretaker property, tenants, staff and other liabilities
- Define recent or upcoming building work and check for contracts/warranties for completed works still within their defects period and for any outstanding planning conditions or liabilities \*
- In liaison with the school, arrange formal staff consultation regarding TUPE \*
- Obtain Deeds / Land Registry information for the school's solicitor
- Appoint external Solicitor to arrange lease transfer of land and buildings on behalf of council \*
- Visit school to confirm site boundary line, assets, shared users, shared utilities, rights easements, wayleaves, construction-related matters, covenants, site-specific conditions, indemnities \*
- Liaise with solicitors acting for school and academy trust to draft the Commercial Transfer Agreement

### 3 months before conversion:-

- Provide template spreadsheet for school to list their procurement contracts including loans. This forms part of the Commercial Transfer Agreement.
- Complete DfE's Local Authority Questionnaire
- Advise school regarding becoming their Own Admissions Authority – to manage its own process including periodic consultation and publication. Academies must retain their existing over-subscription criteria and conform to the Appeals Code and Fair Access Protocol as if they were a maintained school. They must conduct their process as part of wider LA coordination.
- Provide copy of Buildings Survey or Asset Management Plan \*
- Arrange for an Actuary to calculate staff pension liability costs and provide the trust with their pension contribution rates \*
- Gather personal data from school's employees so it is accurate \*

### 2 months before conversion:-

- Confirm staff transfer information to Chair of Governors \*
- Arrange for a Site Access Licence if the council will do capital works after conversion \*
- Ensure trust has building insurance in place before removing from MKC schools insurance policy \*
- Provide clarity on future funding for the school and confirm that admissions PAN is reflected in the funding agreement
- Add the new academy bank account onto the council finance system and web portal

### 1 month before conversion:-

- Confirm a legally finalised 125 year Lease Document \*
- Legally seal the finalised Commercial Transfer Agreement

### Final stages:-

- Novate the procurement contracts from the council to the new academy including writing to suppliers
- Complete individual staff transfers from the council HR system \*

### 3-4 months after conversion date:-

- Arrange final balance sign off with school and transfer the budget.



**FINANCE AND PERFORMANCE REPORT – OUTTURN 2016-17**

**To:** Children and Young People Committee

**Meeting Date:** 12 June 2017

**From:** Interim Executive Director: Children, Families and Adults Services  
Chief Finance Officer

**Electoral division(s):** All

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

**Purpose:** To provide the Committee with the 2016-17 Outturn Finance and Performance report for Children's, Families and Adults Services (CFA).

The report is presented to provide the Committee with the opportunity to comment on the financial and performance position as at the end of the 2016-17 financial year.

**Recommendation:** The Committee should review and comment on the finance and performance report and:

- a) Note the finance and performance position as at the end of 2016-17
- b) Recommend the earmarked reserves listed in Appendix 3, which are continuing in 2017-18, to the General Purposes Committee for their re-approval

<b><i>Officer contact:</i></b>	
Name:	Martin Wade
Post:	Strategic Finance Manager
Email:	<a href="mailto:martin.wade@cambridgeshire.gov.uk">martin.wade@cambridgeshire.gov.uk</a>
Tel:	01223 699733

## **1.0 BACKGROUND**

- 1.1 A Finance & Performance Report for the Children, Families and Adults Directorates (CFA) 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 CFA Service, and as such, not all of the budgets contained within it are the responsibility of this Committee. Members are requested to restrict their attention to the budget lines for which this Committee is responsible, which are detailed in Appendix 1.
- 1.4 **Financial context**  
The Council had overall planned savings of £38,294k in 2016-17, and at year end the overall revenue budget position was an overspend of +£499k (0.1%).

As previously discussed at CYP Committee the major savings agenda continues with £99.2m of savings required across the Council between 2017 and 2022.

## **2.0 MAIN ISSUES IN THE 2016-17 OUTTURN CFA FINANCE & PERFORMANCE REPORT**

- 2.1 The Outturn 2016-17 Finance and Performance report (F&PR) is attached at Appendix 2 and shows the final outturn is an overspend of £5,043k. This is a worsening position since the last report to CYP Committee in March which showed the forecast overspend at the end of January as £3,273k. However, it must be noted that between the end of March and the final outturn the position across CFA improved by £153k.
- 2.2 Despite underspends on areas such as the Physical Disability Service, Older People and Mental Health, Schools Partnership Service and Home to Schools Transport the increasing levels of demand and complexity of need, most notably in respect of the Learning Disability Service and Children's Social Care, have resulted in the overall overspend position at year-end. Significant work was undertaken during the budget setting process, alongside a number of ongoing workstreams to deliver reductions in costs and required savings in 2017-18. This ongoing work includes additional scrutiny on the highest risk budgets and savings via a weekly delivery board.
- 2.3 **Revenue**

The main changes to the revenue outturn position within CYP Committees areas of responsibility since the previous report are as follows:

- In Children's Social Care, the Looked After Children's (LAC) overspend increased by a further £302k to £4,152k. This is due to a continuing increase in number of LAC with complex needs who require purchased places until the end of the year. Overall LAC numbers at the end of March 2017, including placements with in-house foster carers, residential homes and kinship, are 677, 21 more than January 2017. This includes 67 unaccompanied asylum seeking children (UASC).
- In Children's Social Care, the legal proceedings budget overspent by £495k. This is an increase of £195k since January. This is due to increased care

proceedings; a higher than usual number of cases concluding with final costs, and charging being brought up-to-date by legal services suppliers.

- In Children's Social Care, the overspend on Strategic Management has increased by £532k since January. £481k of this was due to the service not fully meeting the in-year savings target from vacancy savings. Increasing need has meant that posts have been required to be filled as quickly as possible, with essential posts covered by agency staff where necessary.
- In Strategy and Commissioning, Information Management and Information Technology, the forecast underspend has increased by £137k since January primarily due to the capitalization of the Mosaic project management staffing costs.
- In Strategy and Commissioning, the overspend on SEN Placements increased to £845k, an increase of £145k since January. This is due to an adjustment for potential part payment of Health invoices for SEN Placements in 2016-17. However, discussions are on-going with Health to secure full payment, where possible. This budget is funded from the High Needs Block (HNB) element of the Dedicated Schools Grant (DSG) and as such the overspend has been met from DSG carry-forward applied at year-end.
- In Strategy and Commissioning, Commissioning Services, the Out of School Tuition had a final overspend of £766k, an increase of £66k since January. This is due to an increasing number of children with a Statement of Special Educational Needs / Education, Health and Care Plans (EHCP) out of school in receipt of alternative education (tuition) packages. This budget is funded from the High Needs Block (HNB) element of the Dedicated Schools Grant (DSG) and as such the overspend has been met from DSG carry-forward applied at year-end.
- In Strategy and Commissioning, the underspend on Home to School Transport - Special increased to -£288k, from -£188k in January as a result of savings on the retendering of contracts under the Council's Dynamic Purchasing System and also a result of fewer mid-year route additions than originally budgeted. Conversely the overspend on LAC Transport increased to £287k, an increase of £147k from January is due to an increase in Looked after Children requiring transport, and additional costs being identified through a review of commitments as part of the financial year-end processes.
- In Learning, the Children's Innovation and Development Service had a final overspend of £410k, an increase of £313k from January. The majority of this relates to an external sponsorship target where a consortium of businesses had expressed a commitment to financial support, but has not been achieved in year. An additional element relates to changes in trading income from schools following the closure of Cambridgeshire Advisory Service.
- In Learning, the Catering and Cleaning service (CCS) was budgeted to achieve a -£400k contribution to the overall CFA bottom line. However, at year end the outturn is -£52k, a shortfall of £348k primarily due to loss of custom from Northamptonshire schools with the closure of the Nourish school meal service in July 2016, and the loss of orders to supply 3.1million meals annually, subsequently leading to the closure of the Cambridgeshire Cook Freeze and Distribution Centre's.

- In Learning, Mainstream Home to School/College had final year end underspend of -£539k, an improvement of £314k since January and is a result of policy changes, re-tendering of contracts and on-going scrutiny and challenge around provision.

## 2.4 Capital

The Capital Programme Board recommended that services include a variation budget to account for likely slippage in the capital programme, as it is sometimes difficult to allocate this to individual schemes in advance. At the end of 2016-17 the capital programme has encountered total slippage of £12,948k which has exceeded the Capital Variation adjustment made in May of £10,282k. This has resulted in an underspend outturn variance of £2,666k.

2016/17					
Service	Capital Programme Variations Budget £000	Outturn Variance (Close) £000	Capital Programme Variations Budget Used £000	Capital Programme Variations Budget Used %	Revised Outturn Variance (Close) £000
CFA	-10,282	-12,948	10,282	100%	-2,666
<b>Total Spending</b>	-10,282	-12,948	10,282	100%	-2,666

## 2.5 Performance

Of the twenty-one CFA service performance indicators seven are shown as green, seven as amber and seven are red.

Of the Children and Young People Performance Indicators, four are green, five are amber and four are red. The four red performance indicators are:

1. Number of children with a Child Protection Plan per 10,000 population under 18
2. The number of looked after children per 10,000 children;
3. The FSM/Non-FSM attainment gap % achieving level 4+ in reading, writing and maths at Key Stage 2.
4. The FSM/Non-FSM attainment gap % achieving 5+ A\*-C including English and maths at GCSE.

## 2.6 CFA Portfolio

The major change programmes and projects underway across CFA are detailed in Appendix 8 of the report – none of these is currently assessed as red.

## 3.0 CARRYFORWARD PROPOSALS: CFA EARMARKED RESERVES IN 2017-18

- 3.1 The Scheme of Financial Management sets out a process for agreement of one-off funds in addition to the agreed budget to support particular schemes and projects, including enabling pilots and savings plans. These are known as service earmarked reserves and were permitted where Services underspent in previous years and secured political agreement to earmark part of those surpluses to future activity. Going forward, the Council

is moving away from reserves held at Service level, with deficits and surpluses instead handled from across the Council together in a corporate general reserve. Additionally, the transformation fund has been established as the usual route for funding schemes which lead to new ways of working and financial and non-financial benefits. There is an established business case process to bid into the transformation fund.

- 3.2 Although no new service earmarked reserves are being created at this time, there are a number of previously agreed schemes which continue over multiple years. For these, spending is in progress and continuing on the basis of the original approval. The Scheme of Financial Management sets out that Service Committees will be asked to recommend annual re-approval to the General Purpose Committee.
- 3.3 The table at Appendix 3 of this report sets out the earmarked reserves in the Committee's domain which require continuing approval. Once re-approved the earmarked reserves are reported on each month in Appendix 5 of the F&PR each month.

## **4.0 2017-18 SAVINGS**

- 4.1 In 2017-18, it is anticipated that on a quarterly basis the “**tracker**” report – a tool for summarising delivery of savings – will be made available for Members. As this methodology for monitoring is particularly central for Children's services, the tracker will also be included as an appendix at the appropriate meeting at the end of each quarter.

## **5.0 ALIGNMENT WITH CORPORATE PRIORITIES**

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

- 5.1.1 There are no significant implications for this priority.

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

- 5.2.1 There are no significant implications for this priority

### **5.3 Supporting and protecting vulnerable people**

- 5.3.1 There are no significant implications for this priority

## **6.0 SIGNIFICANT IMPLICATIONS**

### **6.1 Resource Implications**

- 6.1.1 This report sets out details of the overall financial position of the CFA Service.

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

- 6.2.1 There are no significant implications within this category.

### **6.3 Equality and Diversity Implications**

- 6.3.1 There are no significant implications within this category.

### **6.4 Engagement and Consultation Implications**

- 6.4.1 There are no significant implications within this category.

## **6.5 Localism and Local Member Involvement**

6.5.1 There are no significant implications within this category.

## **6.6 Public Health Implications**

6.6.1 The educational attainment gap is likely to be associated with current and future inequalities in health outcomes.

<b>Source Documents</b>	<b>Location</b>
As well as presentation of the F&PR to the Committee when it meets, the report is made available online each month.	<a href="http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/147/finance_and_performance_reports">http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/147/finance_and_performance_reports</a>

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

**Children's Social Care Directorate**

Strategic Management - Children's Social Care  
Adoption Allowances  
Legal Proceedings  
Safeguarding & Standards  
CSC Units Hunts and Fenland  
Children Looked After  
CSC Units East & South Cambs and Cambridge  
Disabled Services  
Looked After Children

**Strategy & Commissioning Directorate**

Commissioning Enhanced Services  
Special Educational Needs Placements  
Commissioning Services  
Early Years Specialist Support  
Home to School Transport – Special

Executive Director  
Executive Director  
Central Financing

**Children's Enhanced & Preventative Directorate**

Strategic Management – Enhanced & Preventative  
Children's Centre Strategy  
Support to Parents  
SEND Specialist Services

Youth Support Services  
Youth Offending Service  
Central Integrated Youth Support Services

Locality Teams  
East Cambs & Fenland Localities  
South Cambs & City Localities  
Huntingdonshire Localities





From: Tom Kelly and Martin Wade  
 Tel.: 01223 703599 / 01223 699733  
 Date: 4<sup>th</sup> May 2017

## **Children, Families & Adults Service**

### **Finance and Performance Report – Closedown 2016/17**

#### **1. SUMMARY**

##### **1.1 Finance**

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

##### **1.2. Performance and Portfolio Indicators – Mar 2017 Data (see sections 4&5)**

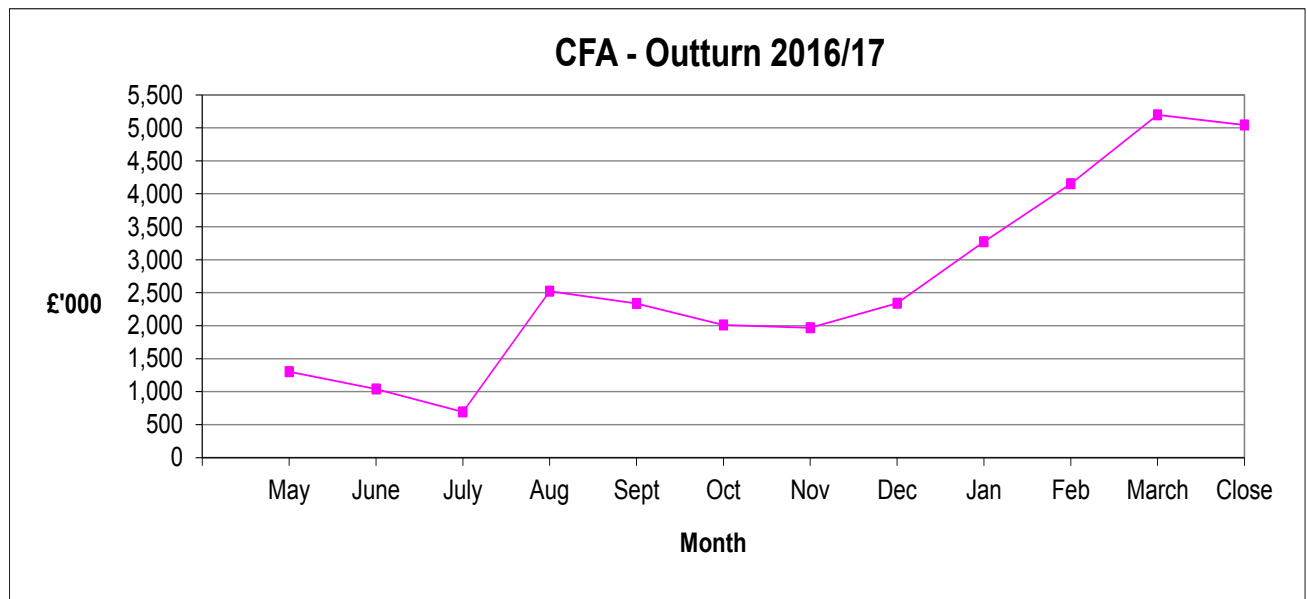
Monthly Indicators	Red	Amber	Green	Total
Mar Performance (No. of indicators)	7	7	7	21
Mar Portfolio (No. of indicators)	1	2	4	7

#### **2. INCOME AND EXPENDITURE**

##### **2.1 Overall Position**

Forecast Variance Outturn (Mar) £000	Directorate	Original Budget 2016/17 £000	Budget 2016/17 £000	Actual £000	Outturn Variance £000	Outturn Variance %
1,097	Adult Social Care	81,322	81,620	82,378	758	0.9%
-2,730	Older People & Mental Health	82,450	82,945	80,155	-2,790	-3.4%
7,698	Children's Social Care	50,381	51,936	59,695	7,759	14.9%
640	Strategy & Commissioning	28,340	25,629	26,385	756	2.9%
-200	Children's Enhanced and Preventative	32,595	32,453	32,359	-94	-0.3%
-58	Learning	19,819	20,020	19,975	-45	-0.2%
<b>6,446</b>	<b>Total Expenditure</b>	<b>294,908</b>	<b>294,604</b>	<b>300,947</b>	<b>6,343</b>	<b>2.2%</b>
-1,250	Grant Funding	-52,345	-52,459	-53,759	-1,301	-2.5%
<b>5,196</b>	<b>Total</b>	<b>242,563</b>	<b>242,145</b>	<b>247,188</b>	<b>5,043</b>	<b>2.1%</b>

The service level finance & performance report for 2016/17 can be found in [appendix 1](#). Further analysis of the outturn position can be found in [appendix 2](#).



## 2.2 Significant Issues

At the end of Closedown 2016/17, the overall CFA position is an overspend of £5,043k. Significant issues are detailed below:

- In Adult Social Care, the County Council's share of the overspend in the Learning Disability Partnership has decreased by £202k. This is mainly due to changes to the cost of providing care to existing service-users, including the resolution of outstanding contract negotiations and a number of backdated decreases in care costs.
- In Adult Social Care, the underspend in the Physical Disabilities service has increased by a further £149k. This is due to changes in care costs, mainly as a result of identifying vacancies in block contracts that existing service-users can be moved into and so removing the need to separately pay for care, as well as securing additional funding from the NHS for joint-funded care packages towards the end of the year.
- In Older People and Mental Health, the Fenland Locality overspend has increased by £125k due to increases in residential and nursing care resulting from a number of new placements made prior to year-end and pressures resulting from renegotiation of a care home contract.
- In Strategy and Commissioning, Commissioning Services, the overspend has increased by £171k. The position has worsened due to further costs of ongoing out of school tuition packages being identified, which had previously expected to cease earlier in the term.
- In Strategy and Commissioning, the overspend on LAC Transport is now £287k, an increase of £106k. This is due to an increase in Looked after Children requiring transport, and additional costs being identified through a review of commitments as part of the financial year-end processes.

## 2.3 Additional Income and Grant Budgeted this Period

(De Minimis reporting limit = £160,000)

A full list of additional grant income anticipated and reflected in this report can be found in [appendix 3](#).

## 2.4 Virements and Transfers to / from Reserves (including Operational Savings Reserve) (De Minimis reporting limit = £160,000)

A list of virements made in the year to date can be found in [appendix 4](#).

## 2.5 Key Activity Data

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

### 2.5.1 Key activity data to the end of Closedown 16/17 for Looked After Children (LAC) is shown below:

	BUDGET				ACTUAL (CLOSE 16/17)				VARIANCE		
Service Type	No of placements Budgeted	Annual Budget	No. of weeks funded	Average weekly cost per head	Snapshot of No. of placements Close 16/17	Yearly Average	Actual Spend	Average weekly cost per head	Yearly Average budgeted no. of placements	Net Variance to Budget	Average weekly cost
Residential - disability	3	£306k	52	1,960.18	1	1.25	£189k	3,427.88	-1.75	-£116k	1,467.70
Residential - secure accommodation	0	£k	52	0.00	0	0.00	£k	0.00	0.00	£k	0.00
Residential schools	8	£675k	52	1,622.80	18	14.72	£1,196k	1,837.25	6.72	£521k	214.45
Residential homes	23	£3,138k	52	2,623.52	30	26.28	£3,922k	3,047.71	3.28	£785k	424.19
Independent Fostering	180	£7,173k	52	766.31	273	235.01	£9,615k	791.69	55.01	£2,442k	25.38
Supported Accommodation	19	£1,135k	52	1,149.07	15	19.26	£1,367k	1,296.75	0.26	£232k	147.68
16+	6	£85k	52	272.60	19	19.34	£472k	469.93	13.34	£387k	197.33
Growth/Replacement	-	£k	-	-	-	-	£k	-	-	£k	-
Pressure funded within directorate	-	£k	-	-	-	-	-£99k	-	-	-£99k	-
<b>TOTAL</b>	<b>239</b>	<b>£12,512k</b>			<b>356</b>	<b>315.86</b>	<b>£16,664k</b>		<b>76.86</b>	<b>£4,152K</b>	
In-house fostering	187	£3,674k	55	357.74	182	166.39	£3,300k	350.81	-20.33	-£209k	-10.86
Kinship	35	£375k	55	193.23	35	42.59	£498k	170.75	7.30	£123k	-22.48
In-house residential	14	£1,586k	52	2,259.72	7	8.56	£1,533k	3,443.88	-4.94	-£53k	1,184.16
Concurrent Adoption	6	£100k	52	349.86	2	4.52	£92k	350.00	-0.98	-£8k	0.14
Growth/Replacement	0	£k	-	0.00	0	0.00	£k	0.00	-	£k	-
<b>TOTAL</b>	<b>241</b>	<b>£5,735k</b>			<b>226</b>	<b>222.06</b>	<b>£5,423k</b>		<b>-18.95</b>	<b>-£148k</b>	
Adoption	325	£3,000k	52	177.52	385	370.99	£3,342k	165.57	45.99	£342k	-11.95
Savings Requirement	0	£k	0	0.00	0	0.00	£k	0.00	0.00	£k	0.00
<b>TOTAL</b>	<b>325</b>	<b>£3,000k</b>			<b>385</b>	<b>370.99</b>	<b>£3,342k</b>		<b>45.99</b>	<b>£342k</b>	
<b>OVERALL TOTAL</b>	<b>805</b>	<b>£21,247k</b>			<b>967</b>	<b>908.91</b>	<b>£25,428k</b>		<b>103.90</b>	<b>£4,346k</b>	

NOTE: In house fostering and Kinship fund 55 weeks as carers receive two additional weeks payment during the Summer holidays and one additional week payment at Christmas  
In-house residential average weekly cost impacted by closure of Hawthorns Residential Home in September 2016.

**2.5.2** Key activity data to the end of Closedown 16/17 for SEN Placements is shown below:

BUDGET				ACTUAL (CLOSE 16/17)				VARIANCE			
Ofsted Code	No. of Placements Budgeted	Total Cost to SEN Placements Budget	Average annual cost	No. of Placements Close 16/17	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)	92	£5,831k	£63,377	109	105.46	£6,633k	£62,895	17	13.46	£802k	-£481
Hearing Impairment (HI)	4	£110k	£27k	2	2.34	£78k	£33,322	-2	-1.66	-£32k	£5,915
Moderate Learning Difficulty (MLD)	3	£112k	£37k	3	2.92	£106k	£36,391	0	-0.08	-£6k	-£1,052
Multi-Sensory Impairment (MSI)	1	£75k	£75k	0	0.00	£0k	-	-1	-1.00	-£75k	£0
Physical Disability (PD)	1	£17k	£17k	2	1.76	£33k	£18,969	1	0.76	£17k	£2,105
Profound and Multiple Learning Difficulty (PMLD)	1	£41k	£41k	0	0.00	£k	-	-1	-1.00	-£41k	£0
Social Emotional and Mental Health (SEMH)	35	£1,432k	£41k	31	38.09	£1,622k	£42,584	-4	3.09	£190k	£1,673
Speech, Language and Communication Needs (SLCN)	3	£170k	£57k	2	2.26	£123k	£54,485	-1	-0.74	-£47k	-£2,199
Severe Learning Difficulty (SLD)	2	£163k	£82k	1	1.00	£90k	£90,237	-1	-1.00	-£73k	£8,705
Specific Learning Difficulty (SPLD)	10	£179k	£18k	4	5.02	£103k	£20,500	-6	-4.98	-£76k	£2,637
Visual Impairment (VI)	2	£55k	£27k	1	1.34	£43k	£32,126	-1	-0.66	-£12k	£4,650
Recoupment	-	-	-	-	-	£198k	-	-	-	£198k	-
<b>TOTAL</b>	<b>154</b>	<b>£8,185k</b>	<b>£53,148</b>	<b>155</b>	<b>160.19</b>	<b>£9,030k</b>	<b>£55,134</b>	<b>1</b>	<b>6.19</b>	<b>£845k</b>	<b>£1,986</b>

In the following key activity data for Adults and Older People's Services, 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 current average cost

**2.5.3** Key activity data to the end of Closedown 16/17 for **Adult Social Care** Services is shown below:

		BUDGET			ACTUAL (CLOSE 16/17)			
Service Type		Budgeted No. of Service Users 2016/17	Budgeted Average Unit Cost (per week) £	Annual Budget £000	No. of Service Users at End of Close 16/17	Current Average Unit Cost (per week) £	Actual £000	Variance £000
Adult Disability Services	Residential	42	£1,000	£2,185k	34	£1,011	£1,824k	-£361k
	Nursing	25	£734	£954k	23	£856	£861k	-£93k
	Community	687	£304	£10,846k	644	£309	£10,355k	-£491k
<b>Total expenditure</b>		<b>754</b>		<b>£13,985k</b>	<b>701</b>		<b>£13,040k</b>	<b>-£945k</b>
<b>Income</b>				-£1,941k			-£1,612k	£329k
<b>Further savings assumed within Outturn</b>								
<b>Net Total</b>				<b>£12,044k</b>			<b>£11,428k</b>	<b>-£616k</b>
Learning Disability Services	Residential	275	£1,349	£19,284k	292	£1,360	£20,860k	£1,532k
	Nursing	16	£1,939	£1,613k	7	£1,842	£1,317k	-£299k
	Community	1,297	£611	£41,219k	1,281	£637	£43,504k	£2,192k
<b>Learning Disability Service Total</b>		<b>1,588</b>		<b>£62,116k</b>	<b>1,580</b>		<b>£65,681k</b>	<b>£3,425k</b>
<b>Income</b>				-£2,348k			-£2,229k	£119k
<b>Further savings assumed within Outturn as shown in Appendix 1</b>								£k
<b>Net Total</b>								<b>£3,544k</b>

**2.5.4** Key activity data to the end of Closedown 16/17 for **Adult Mental Health** Services is shown below:

		BUDGET			ACTUAL (CLOSE 16/17)			
Service Type		Budgeted No. of Clients 2016/17	Budgeted Average Unit Cost (per week)	Annual Budget	Snapshot of No. of Clients at End of Close 16/17	Current Average Unit Cost (per week)	Actual	Variance
Adult Mental Health	Community based support	24	£115	£143k	32	£97	£124k	-£19k
	Home & Community support	211	£93	£1,023k	212	£82	£786k	-£237k
	Nursing Placement	19	£507	£502k	19	£592	£372k	-£130k
	Residential Placement	66	£691	£2,379k	69	£757	£2,182k	-£197k
	Supported Accommodation	138	£93	£671k	151	£92	£670k	-£1k
	Direct Payments	21	£198	£217k	23	£239	£209k	-£8k
	Income			-£383k			-£294k	£89k
<b>Adult Mental Health Total</b>		<b>479</b>		<b>£4,552k</b>	<b>506</b>		<b>£4,049k</b>	<b>-£503k</b>
Further adjustments assumed within Outturn as shown in Appendix 1							£k	

**2.5.5** Key activity data to the end of Closedown 16/17 for **Older People (OP)** Services is shown below:

OP Total	BUDGET			ACTUAL (CLOSE 16/17)			
Service Type	Expected No. of Service Users 2016/17	Budgeted Average Cost (per week) £	Gross Annual Budget £000	Current Service Users	Current Average Cost (per week) £	Actual £000	Variance £000
Residential	530	£456	£12,610k	457	£464	£12,580k	-£29k
Residential Dementia	368	£527	£10,111k	351	£520	£10,087k	-£24k
Nursing	306	£585	£9,845k	296	£672	£11,012k	£1,167k
Nursing Dementia	20	£639	£702k	53	£700	£785k	£83k
Respite			£932k			£691k	-£240k
Community based							
~ Direct payments	277	£210	£3,028k	230	£255	£3,137k	£109k
~ Day Care			£1,577k			£1,408k	-£168k
~ Other Care			£5,851k			£5,562k	-£289k
~ Homecare arranged	1,745	per hour £15.97	£15,267k	1,484	per hour £15.87	£13,741k	-£1,526k
~ Homecare Block			£3,161k			£3,161k	£k
Total Expenditure	3,246		£63,083k	2,871		£62,165k	-£917k
Residential Income			-£8,611k			-£9,171k	-£560k
Community Income			-£8,308k			-£6,784k	£1,523k
Total Income			-£16,918k			-£15,955k	£963k
Further Savings Assumed Within Outturn as shown within Appendix 1							

**2.5.6** Key activity data to the end of Closedown 16/17 for **Older People Mental Health (OPMH)** Services is shown below:

OPMH Total	BUDGET			ACTUAL (CLOSE 16/17)			
Service Type	Expected No. of Service Users 2016/17	Budgeted Average Cost (per week) £	Gross Annual Budget £000	Current Service Users	Current Average Cost (per week) £	Actual £000	Forecast Variance £000
Residential	33	£585	£1,082k	29	£632	£1,226k	£144k
Residential Dementia	27	£467	£707k	27	£529	£801k	£94k
Nursing	32	£695	£1,225k	27	£780	£1,137k	-£89k
Nursing Dementia	140	£658	£5,077k	109	£747	£4,710k	-£367k
Respite			£34k			£12k	-£21k
Community based							
~ Direct payments	17	£200	£177k	16	£207	£193k	£15k
~ Day Care			£5k			£3k	-£2k
~ Other Care			£80k			£25k	-£56k
~ Homecare arranged	69	per hour £17.34	£549k	45	per hour £15.46	£520k	-£29k
<b>Total Expenditure</b>	<b>318</b>		<b>£8,937k</b>	<b>253</b>		<b>£8,626k</b>	<b>-£311k</b>
Residential Income			-£1,140k			-£1,143k	-£4k
Community Income			-£352k			-£214k	£139k
<b>Total Income</b>			<b>-£1,492k</b>			<b>-£1,357k</b>	<b>£135k</b>
Further Savings Assumed Within Outturn as shown in Appendix 1							

For both Older People's Services and Older People Mental Health:

- Respite care budget is based on clients receiving 6 weeks care per year instead of 52.
- Day Care OP Block places are also used by OPMH clients, therefore there is no day care activity in OPMH

Although this activity data shows current expected and actual payments made through direct payments, this in no way precludes increasing numbers of clients from converting arranged provisions into a direct payment.

### 3. **BALANCE SHEET**

#### 3.1 **Reserves**

A schedule of the planned use of Service reserves can be found in [appendix 5](#).

#### 3.2 **Capital Expenditure and Funding**

##### Funding

A £2,678k net increase in funding has occurred in March 2017 as a result of the following;

£2,333k Schools funded capital balances being confirmed.

£1,868k Payment of Isle primary Tariff due to sale of land parcels being completed.

£500k reduction in anticipated insurance money for St Bedes has not yet been received.

£1,023k reduction in S106 funding due to slippage on the Cambourne scheme and S106 triggers not being met at Alconbury Weald.

£780k reductions in Devolved Formula Capital grant to account for the schools 2016/17 actual spend.

#### 2016/17 Pressures/Slippage

The 2016/17 Capital spend was £93.089m resulting in a £2.666m underspend. The level of slippage has exceeded the Capital Variation adjustment made in May of £10,282k. The significant changes in the following schemes have been the major contributory factors to this;

- Northstowe First Primary; £599k slippage £346k of this relates to furniture and part of the ICT requirements being unexpended until the permanent school opens. £253k underspent due to contingencies as part of the build not being required.
- Godmanchester Bridge Primary School, Bearscoft development; £1,797k slippage. The project slipped from the 15th August 2016 anticipated start on site to 24th October 2016.
- Ramnoth Junior School, Wisbech; £2,272k slippage due to start on site delayed from October 2016 to January 2017.
- Sawtry Infant; £689k slippage as the scheme has been redefined. The project has now been refocused on providing improved accommodation for delivery of early years education and childcare.
- Hatton Park, Longstanton; £1,752k accelerated spend as work commenced 7 weeks early in November 16 rather than January 17, and progressed on site ahead of schedule.
- The Shade, Soham; £522k underspend as contractors tender was lower than anticipated project cost.
- Trumpington Community College; £524k Slippage due to the school not drawing down funding for Furniture, fittings and Equipment and ICT. This will be in 2017/18 with some balance being carried forward to future years as the school grows.
- Littleport Special and Secondary; £1,975k slippage due to a 6 week delay in the scheme due to design changes following the appointment of a new academy sponsor for the schools.
- Bottisham Village College; £901k slippage due to the start on site being deferred from late 2016 to July 2017. The delay occurred as a result of the decision to submit a joint bid with the Academy Trust to the Education Funding Agency (EFA).
- CFA Management Information System IT Infrastructure has incurred slippage of £1,282k due to a number of reasons including the delay to the implementation of the ERP gold financial system and lack of resources to keep development on the original timescales.

A detailed explanation of the position can be found in [appendix 6](#).

#### **4. PERFORMANCE**

The detailed Service performance data can be found in [appendix 7](#) along with comments about current concerns.

The performance measures included in this report are the new set of Key Performance Indicators (KPIs) for 2016/17 agreed by Committees in January.

A new development for last year was the inclusion of deprivation indicators. These continue to be included in the new set of KPIs for 2016/17 and are those shown in italics in appendix 7. Please note, following a request at the last CYP Committee that measures in appendix 7 are now ordered by Directorate. We also now include the latest benchmarking information in the performance table.

Seven indicators are currently showing as RED:

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

During March, we saw the numbers of children with a Child Protection plan increase from 548 to 560.

Following a review of working processes in FREDt which has ensured that referrals are effectively processed in a timelier manner, we have seen some increases in the number of families undergoing a section 47 assessment, which has then impacted on the numbers of requests for Conference. This increase is likely to be short-lived as any backlog is resolved.

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

The number of Looked After Children increased to 675 in March. This includes 61 UASC, around 9.9% of the current LAC population. There are workstreams in the LAC Strategy which aim to reduce the rate of growth in the LAC population, or reduce the cost of new placements. Some of these workstreams should impact on current commitment.

Actions being taken include;

- A weekly Section 20 panel to review children on the edge of care, specifically looking to prevent escalation by providing timely and effective interventions. The panel also reviews placements of children currently in care to provide more innovative solutions to meet the child's needs.
- A weekly LAC monitoring meeting chaired by the Executive Director of CFA, which looks at reducing numbers of children coming into care and identifying further actions that will ensure further and future reductions. It also challenges progress made and promotes new initiatives.

- **Delayed transfers of Care: BCF Average number of bed-day delays, per 100,000 of population per month (aged 18+)**

The Cambridgeshire health and social care system is experiencing a monthly average of 3,029 bed-day delays, which is 37% above the current BCF target ceiling of 2,206. In February there were 2,462 bed-day delays, down 788 compared to the previous month.

Over the course of this year we have seen a rise in the number of admissions to A & E across the county with several of the hospitals reporting Black Alert. The main cause of the recent increase in bed-day delays varies by area but a general lack of capacity in domiciliary and residential care is the prevailing theme. However, we are looking at all avenues to ensure that flow is maintained from hospital into the community. We continue to work in collaboration with health colleagues to build on this work.



Between March '16 and February '17 there were 35,696 bed-day delays across the whole of the Cambridgeshire system - representing a 21% increase on the preceding 12 months.

Across this period NHS bed-day delays have increased by 18% from 20,435 ( Mar 15 - Feb 16) to 24,090 (Mar 16 - Feb 17), while bed-day delays attributed to Adult Social Care have increased from 7,720 in Mar 15 - Feb 16 to 9,134 in Mar 16 - Feb 17 an increase of 18%.

- **Delayed transfers of Care: Average number of ASC attributable bed-day delays per 100,000 population per month (aged 18+) – YTD**

In Feb '17 there were 735 bed-day delays recorded attributable to ASC in Cambridgeshire. This translates into a rate of 143 delays per 100,000 of 18+ population. For the same period the national rate was 156 delays per 100,000. During this period we invested considerable amounts of staff and management time to improve processes, identify clear performance targets as well as being clear about roles & responsibilities. We continue to work in collaboration with health colleagues to ensure correct and timely discharges from hospital.

- **Proportion of Adults with Learning Disabilities in paid employment**

Performance remains very 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.

- **FSM/Non-FSM attainment gap % achieving L4+ in Reading, Writing & Maths at KS2 and FSM/non-FSM attainment gap % achieving 5+A\*-C at GCSE including Maths and English**

The 2016 results are not comparable with previous years because of new assessment arrangements but the data shows that there is still a significant gap in the performance of pupils eligible for FSM in the new KS2 tests, compared with their non-FSM peers.

For attainment in A\*-C in both English and Maths at GCSE, FSM pupils have made progress but the overall county outcome is two percentage points below the national figure.

The Accelerating Achievement Action Plan is aimed at these groups of children and young people who are vulnerable to underachievement so that all children and young people achieve their potential. All services for children and families will work together with schools and parents to do all they can to eradicate the achievement gap between vulnerable groups of children and young people and their peers.

## **5. CFA PORTFOLIO**

The CFA Portfolio performance data can be found in [appendix 8](#) along with comments about current issues.

The programmes and projects within the CFA portfolio are currently being reviewed to align with the business planning proposals.

## APPENDIX 1 – CFA Service Level Budgetary Control Report

Forecast Variance Outturn (Mar) £'000	Service		Budget 2016/17  £'000	Actual 2016/17  £'000	Outturn Variance  £'000   %	
Adult Social Care Directorate						
-73	Strategic Management – ASC		1,638	1,573	-65	-4%
0	Procurement		579	571	-8	-1%
-254	1	ASC Strategy & Transformation	1,980	1,727	-254	-13%
-312	2	ASC Practice & Safeguarding	1,764	1,456	-308	-17%
<u>Learning Disability Services</u>						
-1,569	3	LD Head of Services	1,417	-427	-1,844	-130%
721	3	LD Young Adults	2,106	2,750	644	31%
1,566	3	City, South and East Localities	30,055	31,968	1,913	6%
1,559	3	Hunts & Fenland Localities	20,492	21,865	1,373	7%
38	3	In House Provider Services	5,238	5,306	68	1%
<u>Physical Disability Services</u>						
-4	PD Head of Services		1,113	1,095	-18	-2%
-309	4	Physical Disabilities	12,356	11,898	-458	-4%
-142	5	Autism and Adult Support	784	620	-164	-21%
-123	6	Carers Services	2,097	1,975	-122	-6%
1,097	Director of Adult Social Care Directorate Total		81,620	82,378	758	1%
Older People & Mental Health Directorate						
-934	7	Strategic Management - OP&MH	2,128	1,227	-901	-42%
129	Central Commissioning		11,162	11,194	32	0%
20	OP - City & South Locality		13,022	12,993	-29	0%
82	OP - East Cambs Locality		6,043	6,070	27	0%
112	8	OP - Fenland Locality	8,598	8,835	237	3%
-533	9	OP - Hunts Locality	11,107	10,593	-514	-5%
-63	Discharge Planning Teams		2,064	2,001	-63	-3%
-365	10	Shorter Term Support and Maximising Independence	8,079	7,709	-370	-5%
-42	Sensory Services		408	367	-41	-10%
-6	Integrated Community Equipment Service		779	757	-22	-3%
<u>Mental Health</u>						
-17	Mental Health Central		693	704	11	2%
-702	11	Adult Mental Health Localities	6,506	5,782	-724	-11%
-264	12	Older People Mental Health	8,173	7,928	-245	-3%
-146	13	Voluntary Organisations	4,182	3,994	-188	-4%
-2,730	Older People & Adult Mental Health Directorate Total		82,945	80,155	-2,790	-3%

Forecast Variance Outturn (Mar) £'000	Service	Budget 2016/17  £'000	Actual 2016/17  £'000	Outturn Variance  £'000   %	
Children's Social Care Directorate					
1,062	14 Strategic Management - Children's Social Care	6,013	7,080	1,066	18%
342	15 Adoption Allowances	3,076	3,418	342	11%
450	16 Legal Proceedings	1,540	2,035	495	32%
350	17 Safeguarding & Standards	1,517	1,869	352	23%
752	18 CSC Units Hunts and Fenland	3,923	4,706	783	20%
152	19 Children Looked After	13,146	13,258	112	1%
369	20 CSC Units East & South Cambs and Cambridge	3,654	4,034	380	10%
71	Disabled Services	6,556	6,633	77	1%
4,150	21 Looked After Children Placements	12,512	16,664	4,152	33%
7,698	Children's Social Care Directorate Total	51,936	59,695	7,759	15%
Strategy & Commissioning Directorate					
53	Strategic Management – Strategy & Commissioning	349	403	54	15%
-110	22 Information Management & Information Technology	1,580	1,433	-147	-9%
-14	Strategy, Performance & Partnerships	2,492	2,477	-14	-1%
-189	23 Local Assistance Scheme	484	291	-193	-40%
Commissioning Enhanced Services					
916	24 Special Educational Needs Placements	8,563	9,408	845	10%
442	25 Commissioning Services	3,948	4,561	613	16%
-187	26 Early Years Specialist Support	1,323	1,107	-216	-16%
-260	27 Home to School Transport – Special	7,973	7,685	-288	-4%
181	28 LAC Transport	1,107	1,394	287	26%
Executive Director					
84	Executive Director	443	527	85	19%
-277	29 Central Financing	-2,632	-2,902	-269	-10%
640	Strategy & Commissioning Directorate Total	25,629	26,385	756	3%
Children's Enhanced & Preventative Directorate					
-90	Strategic Management – Enhanced & Preventative	1,472	1,395	-78	-5%
7	Children's Centre Strategy	504	512	8	2%
-32	Support to Parents	3,792	3,759	-33	-1%
95	30 SEND Specialist Services	6,917	7,083	165	2%
18	Safer Communities Partnership	7,047	7,056	9	0%
Youth Support Services					
-116	31 Youth Offending Service	3,037	2,916	-121	-4%
-27	Central Integrated Youth Support Services	532	508	-24	-4%
Locality Teams					
-32	East Cambs & Fenland Localities	3,183	3,166	-17	-1%
-18	South Cambs & City Localities	3,586	3,588	2	0%
-5	Huntingdonshire Localities	2,383	2,375	-8	0%
-200	Children's Enhanced & Preventative Directorate Total	32,453	32,359	-94	0%

Forecast Variance Outturn (Mar) £'000	Service	Budget 2016/17  £'000	Actual 2016/17  £'000	Outturn Variance	
				£'000	%
Learning Directorate					
66	Strategic Management - Learning	1,000	1,065	65	7%
-62	Early Years Service	1,258	1,220	-37	-3%
100	Schools Intervention Service	1,227	1,320	93	8%
-386	32 Schools Partnership Service	947	598	-349	-37%
415	33 Children's Innovation & Development Service	1	411	410	47874%
10	Integrated Workforce Development Service	1,342	1,358	16	1%
365	34 Catering & Cleaning Services	-400	-52	348	87%
0	Teachers' Pensions & Redundancy	2,936	2,977	41	1%
Infrastructure					
-10	0-19 Organisation & Planning	1,773	1,790	17	1%
-6	Early Years Policy, Funding & Operations	78	13	-65	-83%
-0	Education Capital	172	128	-44	-26%
-550	35 Home to School/College Transport – Mainstream	9,686	9,147	-539	-6%
-58	Learning Directorate Total	20,020	19,975	-45	0%
6,446	Total	294,604	300,947	6,343	2%
Grant Funding					
-1,250	36 Financing DSG	-23,326	-24,627	-1,301	-6%
0	Non Baselined Grants	-29,133	-29,133	0	0%
-1,250	Grant Funding Total	-52,459	-53,759	-1,301	-2%
5,196	Net Total	242,145	247,188	5,043	2%

## APPENDIX 2 – Commentary on 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 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>1) ASC Strategy &amp; Transformation</b>	<b>1,980</b>	<b>1,727</b>	<b>-254</b>	<b>-13%</b>
The final outturn of -£254k is mainly due to an underspend on contracts, particularly those relating to Housing Related Support, as a result of efficiencies being made by rationalising contracts throughout 2016/17.				
<b>2) ASC Practice &amp; Safeguarding</b>	<b>1,764</b>	<b>1,456</b>	<b>-308</b>	<b>-17%</b>
This area is underspent by -£308k at the end of 2016/17, mainly due to spending on the MCA/DoLS budget as a result of a shortage of Best Interest Assessors, and the resulting lower level of activity to date.  Budgets for 2017/18 were revised to ensure that they are better aligned to the likely level of expenditure on BIAs, and work is ongoing to review how this activity may be increased.				
<b>3) Learning Disability Services</b>	<b>59,307</b>	<b>61,463</b>	<b>2,155</b>	<b>4%</b>
<p><u>Overall LDP Position</u></p> <p>At the end of 2016/17, the Learning Disability Partnership is overspent by £2,735k, a change of -£202k since the position reported in March. The County Council's share of the pooled budget is 79%, and so the overspend for the Council from the LDP is £2,155k, a decrease of -£159k.</p> <p>The overall level of overspend is mainly due to lower than expected delivery of savings throughout the year. The planned reassessment of each service-user and the negotiation of placement costs with providers have shown an average cost reduction per client that was much lower than originally planned, though performance improved in later months.</p> <p>In addition, care costs have been higher than expected during the year, due to increasing complexity of cases, compounded by the need to place a number of high-cost in-patients out-of-county due to restricted local availability.</p> <p>Against a savings target exceeding £6m, this overspend has been partially mitigated in year through a number of actions:</p> <ul style="list-style-type: none"> <li>• Exceeding targeted restrictions on price uplifts.</li> <li>• Underspending on staff costs where vacancies were not filled.</li> <li>• Reviewing the utilisation of staff to reduce reliance on agency and overtime working in the in-house provider services.</li> <li>• Reducing costs with a large provider through negotiation.</li> </ul> <p>A number of actions were undertaken in 2016/17 to ensure that the position in 2017/18 is going to be sustainable:</p> <ul style="list-style-type: none"> <li>• Planned reassessments in locality teams are continuing to ensure agreed policy lines are applied.</li> <li>• A dedicated team to undertake targeted reassessment, provider negotiation and service-redesign activity was put in place in December 2016, which will be continuing throughout 2017/18.</li> <li>• Modelling work was undertaken to ensure that savings targets agreed as part of Business Planning for 2017/18 are underpinned by robust data and experiences in 2016/17.</li> </ul>				

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>LD Head of Services, continued:</b> <ul style="list-style-type: none"> <li>Negotiations with the NHS regarding contract arrangements for in-patient provision are underway, aiming to ensure a sustainable local contract and mitigation for costs of high-cost out-of-county placements.</li> </ul> <p><u>Changes since the March Forecast</u></p> <p>The difference between the final pool overspend and the position reported in March of -£202k was caused mainly by the resolution of outstanding negotiations with the NHS over the cost of block provision for inpatients, which resulted in reimbursement for costs in some cases where the block could not be utilised in-year – this produced a variance on the Head of Services policy line.</p> <p>Care costs increased slightly at year end (£84k) across all localities – reductions in costs resulting from the favourable resolution of a number of disputes with providers, and from a number of backdated reductions in costs processed March, were offset by costs for service-users with increased needs and the final reconciliation of variable packages. In addition, the actual position for In-House Provider Services was £31k worse than forecast in March,</p> <p>The CCG's contribution to the pool will decrease by £43k as a result of these changes, taking their total additional contribution to the pool to £580k for 2016/17.</p>				
<b>4) Physical Disabilities</b>	<b>12,356</b>	<b>11,898</b>	<b>-458</b>	<b>-4%</b>
<p>The Physical Disability service is -£458k underspent at the end of 2016/17, which is a change of -£149k compared to the position reported in March. The underlying underspend is due to lower than expected care costs and restraint on price uplifts for providers, aided by the service having delivered the expected level of savings through reassessing service-users and joint-funding arrangements with the NHS.</p> <p>The increase in the level of underspend compared to March's forecast position is mainly due to the identification of service-users who were able to be classed as part of existing block contracts, thus reducing the period of time for which these service-users were paid for separately. In addition, a number of cases where funding was sought from the NHS were agreed through the joint-assessment process with the Clinical Commissioning Group late in March, with funding backdated several months in most cases.</p> <p>Savings achievement in 2017/18 remains dependent on the continuing delivery of efficiencies through reassessments and contract management, and through ensuring the appropriate level of funding is received from the NHS for service-users with health needs.</p>				
<b>5) Autism and Adult Support</b>	<b>784</b>	<b>620</b>	<b>-164</b>	<b>-21%</b>
<p>The Autism and Adult Support Team is -£164k underspent at the end of 2016/17, which is an increased underspend compared to the forecast underspend in March of -£22k. The underspend is due to lower than expected service-user needs, and efficiencies that have been made in existing care packages as a result of shorter-term interventions being put in place in line with the Transforming Lives approach.</p>				

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>6) Carers Services</b>	<b>2,097</b>	<b>1,975</b>	<b>-122</b>	<b>-6%</b>
<p>The Carers Service is underspent by -£122k at the end of 2016/17, which is consistent with the position reported in March. The underspend is mainly due to the number of carer assessments carried out, and thus personal budgets awarded, being much lower than expected when the budget was set. The underspend was partially mitigated in-year through the identification of additional support that has been provided to carers by services in which there is a low uptake of personal budgets, and therefore where services have been putting in more resources to support carers. Reviews of cases have highlighted where this additional support to carers has been instrumental in maintaining care arrangements and so preventing the need to put in more intensive longer-term support.</p>				
<b>7) Strategic Management – OP&amp;MH</b>	<b>2,128</b>	<b>1,227</b>	<b>-901</b>	<b>-42%</b>
<p>The year-end position is an underspend of £901k; this is an adverse change of £33k from last month's figure. Difficulties experienced in recruiting to posts across the directorate have continued throughout the year and have resulted in an underspend on vacancy savings of £604k.</p> <p>Previously reported underspends and pressures also still apply including an underspend of £60k on the Better Care Fund and £200k underspend on an agency earmarked reserve.</p> <p>During 2015/16, in line with the Care Act, the Council made a policy decision to make no further reimbursement to the NHS in relation to delayed transfers of care. This position was communicated to NHS partners, but claims have continued to accrue during the course of the year. The Council is maintaining its position and so no allowance has been made this year.</p>				
<b>8) OP - Fenland Locality</b>	<b>8,598</b>	<b>8,835</b>	<b>237</b>	<b>3%</b>
<p>Fenland have had an adverse movement of £125k from the position reported in March, and have finished the year £237k overspent.</p> <p>The underlying reasons for the overspend are as follows:</p> <ul style="list-style-type: none"> <li>• £270k overspend on cost of care - predominantly due to an overspend and increase in nursing placements and an overspend on residential care</li> <li>• £100k overspend on block day care not originally budgeted for</li> <li>• £10k overspend on staffing/team costs</li> <li>• £95k underspend on client income</li> <li>• £48k underspend on shared lives funding</li> </ul> <p>The movement from March F&amp;PR is due to the following:</p> <ul style="list-style-type: none"> <li>• £45k pressure from the renegotiation of a care home contract, increasing costs for 6 Fenland service users</li> <li>• There were 7 service users placed in residential or nursing beds who had start dates back dated by 3 months on average causing a pressure of £105k</li> <li>• There were various smaller movements totalling a reduction of £30k</li> </ul>				

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>9) OP - Hunts Locality</b>	<b>11,107</b>	<b>10,593</b>	<b>-514</b>	<b>-5%</b>
<p>The year-end underspend for Hunts OP Locality team was £514k, a decrease of £19k since the March report.</p> <p>Savings were primarily made on domiciliary and residential care, respite and short term/emergency care and direct payments but there were pressures on nursing costs and from the under-achievement of income.</p>				
<b>10) Shorter term Support and Maximising Independence</b>	<b>8,079</b>	<b>7,709</b>	<b>-370</b>	<b>-5%</b>
<p>Shorter Term Support and Maximising Independence has underspent by £370k which is £5k more than the figure reported last month.</p> <p>Vacancy hours within the Reablement Service remained high throughout the year although recent successful recruitment drives increased staffing levels in the final part of the year. Phased recruitment into the Adult Early Help team during the set-up stage also contributed to in year-savings.</p> <p>Other underspends across the service totalled £190k, including a year-end stock adjustment on equipment of £44k.</p>				
<b>11) Adult Mental Health Localities</b>	<b>6,506</b>	<b>5,782</b>	<b>-724</b>	<b>-11%</b>
<p>Adult Mental Health Localities had a year-end underspend of £724k, an improvement of £22k from the March reported position.</p> <p>The underlying underspend on cost of care was £502k. Savings were made on residential, nursing and domiciliary care, although this had an offsetting effect on income from client contributions reflecting the reduction in overall service user numbers.</p> <p>The previously reported expectation of additional funding for placements made through Section 41 of the Mental Health Act has been included in the final position. Discussions with the NHS on this matter are ongoing.</p> <p>A six-figure provision has also been made in respect of the previously reported dispute with another County Council regarding a high cost, backdated package.</p>				
<b>12) Older People Mental Health</b>	<b>8,173</b>	<b>7,928</b>	<b>-245</b>	<b>-3%</b>
<p>Older People Mental Health had a year-end underspend of £245k, an adverse change of £19k from the March reported position.</p> <p>The underlying underspend on cost of care was £162k. Significant savings were made nursing care, but this was offset by pressures on residential care and income received from client contributions.</p> <p>As with adult mental health, the previously reported expectation of section 41 has been included in the final position, and there were a number of small underspends on non-care budgets.</p>				



Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>13) Voluntary Organisations</b>	<b>4,182</b>	<b>3,994</b>	<b>-188</b>	<b>-4%</b>
There was an underspend of £188k in mental health Voluntary Organisations. There were less than full year costs against funding earmarked for a new 24 hour supported living project in addition to a number of small underspends on non-contract and grant spend.				
<b>14) Strategic Management - Children's Social Care</b>	<b>6,013</b>	<b>7,080</b>	<b>1,066</b>	<b>18%</b>
<p>The outturn position for the Children's Social Care (CSC) Director budget is an over spend of £1,066k.</p> <p>The First Response Emergency Duty Team's final outturn position is a £67k overspend due to use of agency staffing. This is because, due to service need, posts were required to be filled as quickly as possible, with essential posts covered by agency staff in a planned way until new staff had taken up post. Without the use of agency staff to back fill the vacant posts we would not have been able to complete our statutory function and the delay to children and families would be significant, jeopardising our ability to offer children/young people a proportionate response to significant risk of harm they may be suffering. Agency cover is only used where circumstances dictate and no other options are available.</p> <p>A further £296k of planned agency budget savings was not able to be met due to the continued need for use of agency staff across Children's Social Care due to increasing caseloads, with an additional £213k of costs associated with managing the Children's Change Programme.</p> <p>CSC Strategic Management also has a vacancy savings target of £656k and although the directorate actively managed the staff budgets and use of agency staff, savings could not be achieved to meet the target in full. This is because, due to service need, posts were required to be filled as quickly as possible, with essential posts within the Unit model covered by agency staff in a planned way until new staff have taken up post.</p> <p><u>Actions being taken:</u></p> <p>We continue to make concerted efforts to minimise the dependency on agency despite high levels of demand. The implementation of our recruitment and retention strategy for social work staff is designed to decrease the reliance on agency staffing. However, it does remain a challenge to attract appropriately experienced social workers to this front line practice.</p>				
<b>15) Adoption Allowances</b>	<b>3,076</b>	<b>3,418</b>	<b>342</b>	<b>11%</b>
<p>The outturn position for the Adoption Allowances budget is an over spend of £342k.</p> <p>The review of Special Guardianship Orders (SGO) took longer to implement than planned due to capacity issues and as a result we were only able to account for c£70k of savings in year. The final position also takes into account an historical £29k payment received in the final quarter.</p> <p><u>Actions being taken:</u></p> <p>A strategic review of adoption allowances is underway which, with the full year effect of the SGO reviews, should return the budget to balance in 2017/18.</p>				
<b>16) Legal Proceedings</b>	<b>1,540</b>	<b>2,035</b>	<b>495</b>	<b>32%</b>
The outturn position for the legal proceedings budget is an over spend of £495k. This was due to increased care proceedings and a higher than usual number of cases concluding with final costs.				

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>Legal Proceedings, continued:</b>  <p>The number of care proceedings increased from 108 in 2014/15 to 139 in 2015/16 and demonstrates a gradual but significant increase in activity which is in line with national trends, based on figures provided by CAFCASS. Care proceedings continued to increase through 2016/17.</p> <p>There had been a small decrease in care applications in the early part of the year but they are still showing a rise of 18.7% since 2015/16 against a national average of 15%. This is recognised by the Family Division as a national issue. There were 151 care applications in 2016/17 (Q1:44 Q2:36 Q3:32 Q4:42). The number of current S31 care proceedings at year end was 133 which is the highest number it has ever been.</p> <p>There has been no additional investment to meet the increasing need to take action to safeguard children so demand on the legal budget has exceeded 2015/16 figures.</p> <p><u>Actions being taken:</u> Implementation of the Children's Change Programme will seek to improve performance and by targeting the right families at the right time is expected to reduce our exposure to legal costs. Focus is also being put on our use of expert witnesses and how we access legal advice in order to better manage expenditure. We are actively talking to LGSS Law about ongoing management of these costs.</p>				
<b>17) Safeguarding &amp; Standards</b>	<b>1,517</b>	<b>1,869</b>	<b>352</b>	<b>23%</b>
<p>The outturn position for the Safeguarding and Standards (SAS) budget was an over spend of £352k.</p> <p>This was due to the use of agency staff to cover the increased number of initial and review child protection (CP) conferences and initial and review Looked After Children (LAC) Reviews. The SAS team currently operates with a staff group that was predicated for CP numbers of 192-230 (in 2013) and LAC numbers of 480 (in 2013), these numbers continued to rise steadily and stood at 561 CP (27<sup>th</sup> March 2017) and 677 LAC (end March 17). Independent Reviewing Officer caseloads are defined by statutory legislation so extra staff were required to manage that obligation. In the final six months of the financial year, two extra full time permanent staff were agreed to support the workload but it continued to leave a gap which was being filled by agency staff. Agency staff were also required to cover sickness within the service.</p> <p>SAS recruited a full time IRO in advance of the funding being available from 1<sup>st</sup> April 2017 in order to retain a skilled social worker within the County, which also released some of the agency spend. In 2016/17 SAS also appointed a consultant to undertake deep dive audits and to support performance, this was also a pressure within the budget.</p> <p><u>Actions taken:</u> SASU had already analysed, and implemented new procedures on better use of staff time to free up capacity. Despite the workloads remaining stretched they are still exploring other avenues to secure resource to better manage the caseloads.</p>				
<b>18) CSC Units Hunts and Fenland</b>	<b>3,923</b>	<b>4,706</b>	<b>783</b>	<b>20%</b>
<p>The outturn position for the CSC Units Hunts and Fenland budget is an over spend of £783k due to the use of agency staffing.</p>				

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>CSC Units Hunts and Fenland, continued:</b>  A policy decision was taken to ensure we fulfil our safeguarding responsibilities by ensuring that posts were filled as quickly as possible, with essential posts within the Unit model covered by agency staff in a planned way until new staff have taken up post. If vacant posts are not filled we run the risk of not being able to carry out our statutory duties, and the unit becomes under increased pressure and unlikely to meet statutory requirements and there is then a potential that children could be left at risk.  The unit model is very vulnerable when posts are left vacant and whilst this can be managed for a very short period of time (staff on leave/period of absence) vacancies require agency staff to backfill.  <u>Actions being taken:</u> We continue to make concerted efforts to minimise the dependency on agency despite high levels of demand. The implementation of our recruitment and retention strategy for social work staff should decrease the reliance on agency staffing. This would be more cost effective than using agency staff. Further work is also underway as part of the CCP to review the Unit Model design and how best to manage the Child's journey. This involved staffing structures being altered in preparation for the implementation of the Children's Change Programme towards the end of the financial year.				
<b>19) Children Looked After</b>	<b>13,146</b>	<b>13,258</b>	<b>112</b>	<b>1%</b>
The outturn position for the Children Looked After budget is an over spend of £112k.  This was due to a combination of additional adoption and Leaving Care costs. The increase in Adoption costs is associated with increased placements under our external adoption contract and is a reflection of the good practice in making permanency plans for children outside of the looked after system. The increase in Leaving Care costs was in relation to an increase in the provision of placements for over 18 year old asylum seeking young people who do not yet have an adult asylum status and for whom the local authority is responsible under care leavers legislation.				
<b>20) CSC Units East &amp; South Cambs &amp; Cambridge</b>	<b>3,654</b>	<b>4,034</b>	<b>380</b>	<b>10%</b>
The outturn position for the CSC Units East & South Cambs and Cambridge budget is an over spend of £380k due to the use of agency staffing.  See CSC Hunts and Fenland (note 18) for narrative.				
<b>21) Looked After Children Placements</b>	<b>12,512</b>	<b>16,664</b>	<b>4,152</b>	<b>33%</b>
The outturn position for the Looked After Children Placements budget to the end of 2016/17 is a £4.152m overspend. The overall pressure is a combination of the underlying pressure from 2015/16 (£1.4m), as a result of having more LAC than budgeted, and the number of children in care and in placements not reducing as originally budgeted. New admissions to care have shown a trend below that of the national and statistical neighbour picture, but this had not been adequately factored into the 16/17 budget. Some of the optimism around the LAC savings for both the current year and future years was given a deep dive review. The outcome of this work revealed that there is inadequate budget to service the number of LAC in the care system currently and the anticipated LAC numbers going forward. In-house fostering has continued to show an increase in numbers of households and placements, which has absorbed many but not all new admissions to care. The impact to future year savings has been carefully modelled and informed the 2017/18 Business Planning process.				

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%

#### Looked After Children Placements, continued:

It should be noted that a significant amount of work was undertaken focussing on procurement savings. In 16/17, c. £1.4m of savings were successfully delivered around this work, against an annual savings target of £1.5m. Similarly, in-house fostering placements increased from below budgeted numbers to be above target, with a steady stream of new households being approved every month.

Overall LAC numbers at the end of March 2017, including placements with in-house foster carers, residential homes and kinship, are 677, 5 more than February 2017. This includes 67 unaccompanied asylum seeking children (UASC).

External placement numbers (excluding UASC but including 16+ and supported accommodation) at the end of March are 356.

External Placements Client Group	Budgeted Packages	28 Feb 2017 Packages	31 Mar 2017 Packages	Variance from Budget
Residential Disability – Children	3	1	1	-2
Child Homes – Secure Accommodation	0	0	0	-
Child Homes – Educational	8	17	18	+10
Child Homes – General	23	33	29	+6
Supported Accommodation	19	15	16	-3
Supported living 16+	6	19	19	+13
Independent Fostering	180	265	273	+93
<b>TOTAL</b>	<b>239</b>	<b>350</b>	<b>356</b>	<b>+117</b>

In 2016/17 the budgeted number of external placements was reduced to 239, a reduction of 72 from 2015/16. This reduction mainly focused on achieving a reduction to the Independent Fostering placements. As can be seen in the Key Activity Data and the figures above, the number of Independent Fostering placements in practice was much higher than budgeted, which put a significant strain on this budget.

Actions being taken to address the ongoing budget pressure include:

- A fortnightly panel to review children on the edge of care, specifically looking to prevent escalation by providing timely and effective interventions. The panel also reviews placements of children currently in care to provide more innovative solutions to meet the child's needs.
- Development of a 'No Wrong Door' model to bring together the residential home, specialist fostering placements, supported lodgings and supported accommodation, with outreach services under one management arrangement. This will enable rapid de-escalation of crisis situations in families preventing admissions to care, and delivery of a holistic, creative team of support for young people with the most complex needs, improving outcomes for young people and preventing use of expensive externally-commissioned services. This will begin to have impact in 2017/18 and delivers a sustainable model to increase savings in future years.

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>22) Information Management &amp; Information Technology</b>	<b>1,580</b>	<b>1,433</b>	<b>-147</b>	<b>-9%</b>
<p>The outturn position for 2016/17 for Information Management &amp; Information Technology is an underspend of £147k. This is due to the capitalisation of staff costs (£113k) in relation to the Mosaic Project for both the Project Manager roles and the Business Intelligence Officer posts. The remainder of the underspend (£33k) is due to a reduction in revenue costs, as a result of the delay to the Mosaic Project. These costs still exist, but will be incurred 6-9 months later than originally anticipated, which has been accounted for within the overall project funding envelope.</p>				
<b>23) Local Assistance Scheme</b>	<b>484</b>	<b>291</b>	<b>-193</b>	<b>-40%</b>
<p>The outturn position in relation to the Local Assistance Scheme was an overall underspend of £193k. This was due to the contingency budget of £163k not being required in 2016/17, with an additional £20k in relation to an underspend for the Direct Payment Provision and further saving of £10k being identified in relation to Other Hired Contract Services expenditure being less than budgeted.</p>				
<b>24) SEN Placements</b>	<b>8,563</b>	<b>9,408</b>	<b>845</b>	<b>10%</b>
<p>The outturn position on SEN Placements is a £845k overspend. Overall this budget has seen an increase in pressure from a rise in the number 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. Their local schools may have been able to meet their needs, but may also have been concerned about progress and meeting educational needs. In these cases the SEN Placement budget has to fund the ISEP element of the 52 week residential placement; often these are schools given the level of learning disability of the young children. 4 additional such cases recently placed further pressure on this budget.</p> <p>The SEN Placement budget is funded from the High Needs Block (HNB) element of the Dedicated Schools Grant (DSG) and, as such, this overspend has been met from DSG carry-forward applied in-year.</p> <p><u>Actions going forward:-</u></p> <ul style="list-style-type: none"> <li>• Actions in the Placements Strategy are aimed at returning children to within County borders and reducing Education Placement costs.</li> <li>• Previous discussions for 3 new special schools to accommodate the rising demand over the next 10 years needs to be revisited as there is a pressure on capital funding. One school is underway and with two more planned. Alternatives such as additional facilities in the existing schools, looking at collaboration between the schools in supporting post 16, and working with FE to provide appropriate post 16 course is also being explored.</li> <li>• Business case presented to health commissioners to improve the input of school nursing in area special schools to support increasingly complex medical/health needs.</li> <li>• Deliver SEND Commissioning Strategy and action plan to maintain children with SEND in mainstream education.</li> <li>• Schools Forum requested further information on all pressures within the High Needs Block at their December meeting for scrutiny. Approval was given for there to be a transfer of funding within the DSG to address the pressures in future years. However, a full review of all High Needs spend is required due to the ongoing pressures and proposed changes to national funding arrangements.</li> </ul>				

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>25) Commissioning Services</b>	<b>3,948</b>	<b>4,561</b>	<b>613</b>	<b>16%</b>
<p>The Out of School Tuition budget had a final outturn position of £766k overspent, an increase of £166k from the previous month. This increase was due to late confirmation of the need to fund packages that had been expected to cease earlier in the term. A new process has been quickly established to ensure that this does not reoccur. Overall there was an increasing number of children with a Statement of Special Educational Needs / Education, Health and Care Plans (EHCP) out of school in receipt of alternative education (tuition) packages. When moving a child with a Statement of Special Educational Needs / EHCP from one school to another the LA has to adhere to the placement consultation process (with specified timescales) outlined in the DfE SEN Code of Practice.</p> <p>Due to the need for the timescales to be followed, and an increasing number of negative responses being received, the process of moving a child with a Statement / EHCP from one school to another can take longer. Until the process is complete the LA has a duty to provide interim full-time education provision, which is now a mandatory 25 hours per week. The overspend has also risen as the current packages are needing to be extended for longer than committed for, due to difficulties in securing school places as well as the increase in numbers.</p> <p>The Head of Service budget underspent by £97k, Educational Equipment budget overspent by £28k, the Special Equipment budget underspent by £39k, Supported Lodgings underspent by £27k, Supporting People contract secured a saving of £9k, and the Access to Resources Team underspent by £9k.</p>				
<b>26) Early Years Specialist Support</b>	<b>1,323</b>	<b>1,107</b>	<b>-216</b>	<b>-16%</b>
<p>More children have moved onto plans than expected, and so the need for Early Years Access Fund (EYAF) has reduced and transferred to the High Needs Block (HNB) funding for Education, Health and Care Plans (EHCP) in relation to increased early year (pre-school) plans. As a result the EYAF has underspent by £163k in 16/17.</p> <p>In addition, the Tribunal budget underspent by £39k, the Therapies budget overspent by £3k, and the Childcare Access Funding (CAF) budget underspent by £17k. This increases the total EYSS year-end underspend to £216k.</p>				
<b>27) Home to School Transport (Special)</b>	<b>7,973</b>	<b>7,685</b>	<b>-288</b>	<b>-4%</b>
<p>The final Home to School Special transport position is an overall underspend of £288k. This underspend is as a result of savings on the retendering of contracts under the Council's Dynamic Purchasing System and also a result of fewer mid-year route additions than originally budgeted.</p>				
<b>28) LAC Transport</b>	<b>1,107</b>	<b>1,394</b>	<b>287</b>	<b>26%</b>
<p>The final position on the LAC transport budget is a £287k overspend. This is predominantly a result of the overall increase in Looked after Children meaning more children are requiring Home to School Transport than at the same point last year.</p>				

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>29) Central Financing</b>	<b>-2,632</b>	<b>2,902</b>	<b>-269</b>	<b>-10%</b>

Central Financing has final outturn of £269k underspent at the year end.

This has arisen following approval at July GPC, that £200k of SEND Reform Grant to be received during the 2016/17 financial year will be applied to support additional associated costs within CFA. Additionally, we expect underspends of £299k within the Better Care Fund. There are off setting pressures from a delay in planned senior management restructure (£200k), which has been addressed through Business Planning for 2017/18, and also from the re-baselining of 2016/17 in-year pressures (£40k).

<b>30) SEND Specialist Services</b>	<b>6,917</b>	<b>7,083</b>	<b>165</b>	<b>2%</b>
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The level of over spend in SEND Specialist Services increased from £95k to £165k in the final outturn period. There were four key contributing factors to this final position:

- A pilot to improve provision for primary aged pupils with Social Emotional and Mental Health (SEMH) difficulties, including those who have been excluded or who are at risk of exclusion, was extended in the final quarter of 2016/17. This was to enable the evaluation of the effectiveness of the provision and a further exploration of future funding options as part of the wider planned review of all High Needs dedicated schools grant (DSG) funded provision in 2017/18.
- The cost of providing one to one tuition for excluded primary school children and those at risk of exclusion increased, with an increased use of agency teachers to provide this capacity which is not available from the service.
- A number of Education Psychology vacancies emerged during the year increasing the reliance on agency staff, most notably in the final quarter of the year. Mitigating actions are described below. In addition, agency invoices relating to 2015/16 were received at the end of the 2016/17 year, creating a one off cost pressure.
- An unfunded budget pressure was created as a result of additional employer's NI and Pension contributions in 16/17. A mitigating DSG vacancy savings target was created within SEND Specialist Services and there was a shortfall against this target in quarter 4 only.

A significant element of SEND Specialist Services is funded from the High Needs Block (HNB) element of the DSG and, as such, the element of over spend relating to DSG activity (£90k of the £165k) has been met from DSG carry-forward applied to CFA.

Actions going forward:

- An evaluation of outcomes and lessons learnt from the SEMH pilot will be used to inform a review of SEMH provision in 2017/18 as part of the Local Authority's review of all High Needs DSG funded Provision as part of a strategic plan. Capacity for this review will be funded by the High Needs Strategic Planning Fund, received from the Department for Education. This fund will also provide capacity to support both the transition arrangements during the review and to implement recommendations.
- Within the School and Early Years Finance Regulations there is provision for the Local Authority to remove funding from schools for excluded pupils. In December 2016, Schools' Forum approved that where a primary aged child is not in school, the funding will pass to SEND Specialist Services to provide tuition before the child is placed in another school.

Following recent successful recruitment, the EP staffing establishment is closer to capacity which means there will be less reliance on agency staff to provide required capacity to deliver the statutory work of the service.

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>31) Youth Offending Service</b>	<b>3,037</b>	<b>2,916</b>	<b>-121</b>	<b>-4%</b>
<p>The Youth Offending Service under spend increased by £5k to £121k at year end. The overall under spend was due to additional traded activity in Multi-Systemic Therapy (MST) and a staff secondment in the MST Standard team that created an under spend against the element of the service that was funded from CFA earmarked reserves in 2016/17. There was also an under spend against the budget for remands to Youth Detention Accommodation. This position can vary on an annual basis, given that the number and duration of remand incidents can vary significantly each year. Smaller under spends against budgets for activities, staff training and legal costs also contributed to the increased under spend at year end.</p>				
<b>32) Schools Partnership Service</b>	<b>947</b>	<b>598</b>	<b>-349</b>	<b>-37%</b>
<p>The final year-end position for the Schools Partnership Service is a £349k underspend. This underspend is due to an increase in grant funding that supports activity previously funded from net LA budget.</p>				
<b>33) Children's Innovation &amp; Development Service</b>	<b>1</b>	<b>411</b>	<b>410</b>	<b>-%</b>
<p>The final year-end position for the CID service is a £410k overspend.</p> <p>This is mainly due to an overspend of £331k against the Head of Service CID budget. £250k of this relates to external sponsorship that was thought to have been secured through a consortium of businesses who had expressed a commitment to supporting the work of the service. However, we were unable to finalise the commitment in this financial year. It has been recognised that this is not a sustainable way of raising income to support service delivery and the income requirement has been removed from budgets for 17/18 onwards.</p> <p>The remaining £81k pressure has arisen due to the closure of the Cambridgeshire Advisory Service (£66k) and due to income targets against Service Development (£10k) and the HoS (£5k) which could not be met due to other work priorities. When CAS closed, the income the service generated could not be fully absorbed by the services that took on their responsibilities. It was hoped that this would be covered from the external sponsorship discussed above, however, this was not possible.</p> <p>There is a further £79k pressure within CID which is predominantly due to an £86k deficit on Grafham Water. The budget includes a £26,576 income target and a loan repayment of £99,160. The pressure is predominantly due to increased staff costs which could not be passed onto customers this year. There have also been a number of issues such as staff on long term sick resulting in high agency costs and a last minute cancellation which have contributed to the deficit position.</p>				



Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>34) Catering &amp; Cleaning Services</b>	<b>-400</b>	<b>-48</b>	<b>348</b>	<b>88%</b>
<p>The Catering and Cleaning service (CCS) was budgeted to achieve a -£400k contribution to the overall CFA bottom line. However, at year end the outturn is -£52k, a shortfall of £348k.</p> <p>The outturn is £17k better than the March forecast primarily as a result of LGSS recharges being less than forecast.</p> <p>The major variances through the year were:</p> <p style="padding-left: 40px;">The closure by Northants CC of Nourish (their school meal service) in July 16, and the loss of orders to supply 3.1million meals annually, subsequently leading to the closure of the Cambridgeshire Cook Freeze and Distribution Centre's.</p> <p style="padding-left: 40px;">The cost of staff redundancies and pension strain has amounted to £206k</p> <p style="padding-left: 40px;">Dilapidation costs to B4 Distribution Centre - £51k</p> <p style="padding-left: 40px;">Additional trading variances and closure costs at C3 / B4 £313k</p> <p>Although day to day trading has met budgeted targets for income and provisions costs, there have been pressures relating to staff costs and related mileage costs necessary to maintain service provision whilst covering staff absences and recruiting to vacancies.</p> <p>Additional staff cost pressures of £93k have been as a result of higher than budgeted / expected NJC salary rates in addition to the national living wage increase, which impacted on a large proportion of the catering and cleaning operational staff</p> <p>Throughout the year a number of service level agreements (SLAs) have been terminated w, and in some areas the take-up of school meals has been below expectations with a resulting loss of income and contribution</p> <p>A plan of savings and restrictions of expenditure has been in place to minimise the 2016/17 trading shortfall which has restricted the budget shortfall to £348k.</p>				
<b>35) Home to School Transport – Mainstream</b>	<b>9,686</b>	<b>9,147</b>	<b>-539</b>	<b>-6%</b>
<p>The Mainstream Home to School/College final year-end position is a £539k underspend against budget.</p> <p>This underspend position has been achieved as a result of:</p> <ul style="list-style-type: none"> <li>• The implementation of policy changes to the financial support provided by the Council to post-16 which came into effect on 1 September 2016. The only students who now qualify for support are those who meet low-income criteria and attend their nearest appropriate post-16 centre as designated by the Council and those post-16 students who were part-way through a course of study which commenced before 1 September 2016. All students make a contribution to their transport costs. This policy change has led to greater than expected savings on post-16 transport.</li> <li>• The re-tendering of contracts under the new framework has enabled those operators wishing to do so to submit bids for all the routes serving individual schools which has led to greater than expected savings.</li> </ul>				

Service	Budget 2016/17	Actual	Outturn Variance	
	£'000	£'000	£'000	%
<b>Home to School Transport – Mainstream, continued:</b> <ul style="list-style-type: none"> <li>On-going scrutiny and challenge over use of single-occupancy taxis, with alternatives offered to parents including two bus passes, one for the child and one for an accompanying parent.</li> <li>On-going scrutiny and challenge of requests for transport assistance in cases where the child or young person does not meet the Council's qualifying criteria.</li> <li>Analysis of data and subsequent review of contract arrangements to match the size of the vehicle as closely as possible to the number of entitled children/young people requiring seats.</li> </ul>				
<b>36) Financing DSG</b>	<b>-23,326</b>	<b>-24,627</b>	<b>-1,301</b>	<b>-6%</b>
<p>Within CFA, spend of £23.3m is funded by the ring fenced Dedicated Schools Grant. The DSG pressure of £1,301k is primarily made up from Education Placements (£845k); Commissioning Services (£755k); Early Years Specialist Support (-£216k); Locality Teams (-£33k); 0-19 Place Planning &amp; Organisation Service (-£60k) and for this financial year only will be met by DSG reserves.</p>				

## APPENDIX 3 – Grant Income Analysis

The table below outlines the additional grant income, which is not built into base budgets.

<b>Grant</b>	<b>Awarding Body</b>	<b>Expected Amount £'000</b>
<b>Grants as per Business Plan</b>		
Public Health	Department of Health	6,412
Better Care Fund	Cambs & P'Boro CCG	15,457
Social Care in Prisons Grant	DCLG	318
Unaccompanied Asylum Seekers	Home Office	1,664
Youth Offending Good Practice Grant	Youth Justice Board	528
Crime and Disorder Reduction Grant	Police & Crime Commissioner	127
Troubled Families	DCLG	2,497
Children's Social Care Innovation Grant (MST innovation grant)	DfE	576
High Needs Strategic Planning Funding	DfE	267
MST Standard & CAN	DoH	201
Music Education HUB	Arts Council	797
Non-material grants (+/- £160k)	Various	287
<b>Total Non Baselined Grants 2016/17</b>		<b>29,133</b>

Financing DSG	Education Funding Agency	23,326
<b>Total Grant Funding 2016/17</b>		<b>52,459</b>

The non baselined grants are spread across the CFA directorates as follows:

<b>Directorate</b>	<b>Grant Total £'000</b>
Adult Social Care	2,297
Older People	12,166
Children's Social Care	1,735
Strategy & Commissioning	1,557
Enhanced & Preventative Services	10,363
Learning	1,015
<b>TOTAL</b>	<b>29,133</b>

## APPENDIX 4 – Virements and Budget Reconciliation

### Virements between CFA and other service blocks:

	Eff. Period	£'000	Notes
<b>Budget as per Business Plan</b>		<b>242,563</b>	
Strategic Management - Children's Social Care	May	-77	Contact Centre Funding
Shorter Term Support and Maximising Independence	May	-10	Accommodation costs have been agreed with the NHS for buildings which are shared. This amount has been transferred to LGSS Property who handles the NHS recharge.
Shorter Term Support and Maximising Independence	May	-113	Budget has been transferred to LGSS for professional services support to Reablement teams. This amount was recharged in 2015/16 and is now transferred permanently.
Information Management & Information Technology	June	-53	SLA for Pupil Forecasting/Demography to Research Group within Corporate services.
Schools Partnership Service	Sept	6	Correction to Centralised mobile telephones.
Adult Social Care	Nov	45	Corporate Funding - Advocacy Contract
Multiple Policy Lines	Dec / Mar	-720	Corporate Capacity Review Budgets
Multiple Policy Lines	Mar	505	Annual Insurance Charges 2016/17
<b>Current Budget 2016/17</b>		<b>242,145</b>	

### Virements within the Children's, Families and Adults service block:

General Purposes Committee has previously approved the following budget transfers within CFA

Area	Budget increase £'000	Budget decrease £'000	Reasoning
Older People's Services		-£950	Care spending and client contribution levels were significantly ahead of the target as at April 2016, due to forecast improvements at end of 2015/16
Looked After Children Placements	£950		Starting position in April 2016 reflects higher demand than anticipated when the budget was set
ASC Practice & Safeguarding: MCA-DOLS		-£200	Commitments following budget build suggest there is surplus budget in 2016-17, ahead of schedule
Learning Disability Partnership	£200		Anticipated pressure against delivery of care plan savings level, which cannot be met through alternative measures within the LDP
Home to School Transport Mainstream		-£310	Starting position in April 2016 reflects lower demand than anticipated when the budget was set
Children's Social Care, SENDIAS and Youth Offending	£310		New services pressures confirmed after the Business Plan was set.
<b>Subtotal</b>	<b>£1,460k</b>	<b>-£1,460k</b>	

Additionally there have been **administrative budget transfers** between service directorates for the following reasons (which do not require political approval and have a neutral impact on forecasting):

- Better Care Fund agreement revised for 2016/17 – more services within Adult Social Care are in scope, with corresponding decrease in contribution to Older People & Mental Health
- Combination of carers support spending under one budget holder, within Adult Social Care
- Transfers in spending responsibility from LAC Placements commissioning budget to case-holding teams in Children's Social Care
- Allocation of pay inflation to individual budget holders after budget setting (CFA held an amount back to encourage budget holders to manage pay pressures at local level first)
- Sensory services has moved from Adult Social Care to Older People & Mental Health

GPC also approved earmarked reserves (see Appendix 5) in July. Budget required from earmarked reserves for 2016/17 has been allocated to directorates, with the contribution from reserves within S&C.

## APPENDIX 5 – Reserve Schedule

May Service Committees endorsed the following proposals for CFA Earmarked Reserves (further detail is provided in the Committee reports). GPC approved these proposals in July.

Fund Description	Balance at 31 March 2016	2016/17		Year End Balance 2016/17	Notes
		Movements in 2016/17	Balance at Close 16/17		
		£'000	£'000		
<b>General Reserve</b>					
CFA carry-forward	1,623	-1,083	540	540	
<b>subtotal</b>	<b>1,623</b>	<b>-1,083</b>	<b>540</b>	<b>540</b>	
<b>Equipment Reserves</b>					
ICT Equipment Replacement Reserve	604	122	726	726	The reserve is fully committed but the replacement cannot be implemented before school summer holiday so costs will be incurred Autumn Term 2017
IT for Looked After Children	178	-45	133	133	Replacement reserve for IT for Looked After Children (2 years remaining at current rate of spend).
<b>subtotal</b>	<b>782</b>	<b>77</b>	<b>859</b>	<b>859</b>	
<b>Other Earmarked Reserves</b>					
<b>Adult Social Care</b>					
Capacity in ASC procurement & contracts	225	-82	143	143	Continuing to support route rationalisation for domiciliary care car rounds
Specialist Assistive technology input to the LDP	186	-186	0	0	External support to promote use of technology to reduce costs of supporting LD clients
Autism & Adult Support Workers (trial)	60	-60	0	0	Trialling support work with Autism clients to investigate a new service model, 12 month period but only starting in September 2016
Direct Payments - Centralised support (trial)	174	-174	0	0	By centralising and boosting support to direct payment setup we hope to increase uptake & monitoring of this support option
Care Plan Reviews & associated impact - Learning Disability	346	-346	0	0	Additional social work, complaints handling, business support and negotiation capacity in support of the major reassessment work in these services
Care Plan Reviews & associated impact - Disabilities	109	-109	0	0	
<b>Older People &amp; Mental Health</b>					
Continuing Healthcare project	118	-118	0	0	CHC team has been formed to deliver the BP savings
Homecare Development	62	-40	22	22	Post taking forward proposals that emerged from the Home Care Summit - e.g. commissioning by outcomes work.
Falls prevention	44	0	44	44	To upscale the falls prevention programme
Dementia Co-ordinator	35	-22	13	13	£35k needed.
Shared Lives (Older People)	49	-49	0	0	Trialling the Adult Placement Scheme within OP&MH
Mindful / Resilient Together	321	-133	188	188	Programme of community mental health resilience work (spend over 3 years)
Increasing client contributions and the frequency of Financial Re- assessments	120	-106	14	14	Hiring of fixed term financial assessment officers to increase client contributions. Staff in post.

Fund Description	Balance at 31 March 2016 £'000	2016/17		Year End Balance 206/17 £'000	Notes
		Movements in 2016/17 £'000	Balance at Close 16/17 £'000		
Brokerage function - extending to domiciliary care	50	-15	35	35	Trialling homecare care purchasing post located in Fenland
Specialist Capacity: home care transformation / and extending affordable care home capacity	70	-45	25	25	External specialist support to help the analysis and decision making requirements of these projects and upcoming tender processes
Care Plan Reviews & associated impact - Older People	452	-452	0	0	Options being explored with overtime to complement agency worker reviews
<b>Childrens Social Care</b>					
Independent Reviewing Officers (IRO) and Care Planning (CP) Chairperson	28	-28	0	0	2 x Fixed Term Posts across 2015/16 and 2016/17. Increase in Independent Reviewing Officers (IRO) capacity to provide effective assessment which will safeguard the YP as per statutory guidance under the Care Planning Regulations Children Act 1989 – (Remaining balance will support for 1 post for 6 month period in 2016/17)
Adaptations to respite carer homes	14	-14	0	0	Reserve for adaptations to Foster carer Homes
Child Sexual Exploitation (CSE) Service	250	0	250	250	The funding required is in relation to a dedicated Missing and Exploitation (MET) Unit and due to a delay in the service being delivered this is going back to GPC to obtain approval, as originally the Child Sexual Exploitation service was going to be commissioned out but now this will be bought in house within the Integrated Front Door and this funding will be required in 2017/18 to support this function (1 x Consultant Social Worker & 4 x MET Hub Support Workers).
Hunts Mental Health	0	200	200	200	Provision made in respect of a dispute with another County Council regarding a high cost, backdated package
<b>Strategy &amp; Commissioning</b>					
Building Schools for the Future (BSF)	141	-141	0	0	Funding allocated to cover full ICT programme and associated risks. In 2016/17 also cover costs associated with transition from Dell ICT contract.
Statutory Assessment and Resources Team (START)	10	-10	0	0	Funding capacity pressures as a result of EHCPs.
Home to School Transport Equalisation reserve	253	-493	-240	-240	16/17 is a "long year" with no Easter and so has extra travel days. The equalisation reserve acts as a cushion to the fluctuations in travel days. Oct 16 - have amended the expected draw down by 197k as have corrected the draw down by 2 days.
Time Credits	74	-74	0	0	Funding for 2 year Time Credits programme from 2015/16 to 2016/17 for the development of connected and supportive communities.
Reduce the cost of home to school transport (Independent travel training)	60	0	60	60	Draw down of funds to pay for independent travel training
Prevent children and young people becoming Looked After	57	-32	25	25	£32k to extend the SPACE programme pilot to enable a full year of direct work to be evaluated for impact and £25k Re-tendering of Supporting People contracts (ART)

Fund Description	Balance at 31 March 2016	2016/17		Year End Balance 206/17	Notes
		Movements in 2016/17	Balance at Close 16/17		
		£'000	£'000		
Strategy & Commissioning					
Disabled Facilities	127	-83	44	44	Funding for grants for disabled children for adaptations to family homes.
Commissioning Services – Children’s Placements	13	-13	0	0	Funding to increase capacity. Two additional Resource Officers are in post.
Enhanced & Preventative					
Information Advice and Guidance	20	-20	0	0	£20k will be used in 16/17 to cover the salaries of 6 remaining post holders who will leave by redundancy on 11th May 2016 as a result of Phase II Early Help Review
Changing the cycle (SPACE/repeat referrals)	67	-67	0	0	Project working with mothers who have children taken in to care - to ensure that the remaining personal or family needs or issues are resolved before the mother becomes pregnant again. Funding for this project ends March '17.
Multi-Systemic Therapy (MST) Standard	182	-182	0	0	2-year investment in the MST service (£182k in 2015/16 & 2016/17) to support a transition period whilst the service moves to an external model, offering services to CCC and other organisations on a traded basis.
MST Child Abuse & Neglect	78	-78	0	0	Whilst the MST CAN project ended in 2015/16, the posts of MST Program Manager and Business Support Manager who support all of the MST teams have been retained and will transfer to the MST Mutual CIC. Funding is required until the MST Mutual commences.
Youth Offending Team (YOT) Remand (Equalisation Reserve)	250	-100	150	150	Equalisation reserve for remand costs for young people in custody in Youth Offending Institutions and other secure accommodation.
All Age Lead Professional	40	-40	0	0	Trialling an all age locality lead professionals. Ongoing trial into 16/17.
Maximise resources through joint commissioning with partners	14	-14	0	0	Funding for Area Partnership Manager, ensuring that local needs are identified and met in relation to children’s services by bringing together senior managers of local organisations in order to identify and develop priorities and commission local services. Work to be undertaken during 2016/17 to seek sustainable solution to the shortfall in funding on a permanent basis.
Independent Domestic Violence Advisors	24	-24	0	0	To continue to provide a high level of support to partner agencies via the Multi-agency safeguarding hub, and through the multi-agency risk assessment conference process, by supporting high-risk victims of domestic abuse.
Learning					
Cambridgeshire Culture/Art Collection	87	40	47	47	Providing cultural experiences for children and young people in Cambs
Discretionary support for LAC education	182	-182	0	0	Required to fund CIN post spanning financial years
Reduce the risk of deterioration in school inspection outcomes	60	-60	0	0	Draw down of funding to pay for fixed term Vulnerable Groups post

Fund Description	Balance at 31 March 2016	2016/17		Year End Balance 206/17	Notes
		Movements in 2016/17	Balance at Close 16/17		
	£'000	£'000	£'000	£'000	
ESLAC Support for children on edge of care	50	-14	36	36	Funding for 2 year post re CIN
CCS (Cambridgeshire Catering and Cleaning Services)	119	-119	0	0	CCS Reserve to make additional investment in branding, marketing, serveries and dining areas to increase sales and maintain contracts. Also includes bad debt provision following closure of Groomfields Grounds Maintenance Service.
Cambridgeshire Music	0	80	80	80	Annual reserve agreed by GPC to develop and support the Cambridgeshire Music CREATE program which will look to create new purpose built accommodation.
<b><u>Cross Service</u></b>					
Develop 'traded' services	57	-27	30	30	£27k is funding for 2 x 0.5 FTE Youth Development Coordinators until March 17 £30k is for Early Years and Childcare Provider Staff Development
Improve the recruitment and retention of Social Workers (these bids are cross-cutting for adults, older people and children and young people)	188	-110	78	78	This will fund 2-3 staff across 2016/17 focused on recruitment and retention of social work staff
Reduce the cost of placements for Looked After Children	184	-74	110	110	Repairs & refurbish to council properties: £5k Linton; £25k March; £20k Norwich Rd; £10k Russell St; Alterations: £50k Havilland Way Support the implementation of the in- house fostering action plan: £74k
Other Reserves (<£50k)	0	135	135	135	Other small scale reserves.
Re-deployment of CFA Continuing and New Earmarked Reserves	-953	953	0	0	New 16/17 CFA Earmarked Reserves (£1.451m) funded from those 15/16 earmarked reserves no longer required (£0.498m) and CFA carry forward (£0.953m), following approval from Committee.
subtotal	4,097	-2,528	1,489	1,489	
TOTAL REVENUE RESERVE	6,502	-3,534	2,888	2,888	



Fund Description	Balance at 31 March 2016	2016/17		Year End Balance 206/17	Notes
		Movements in 2016/17	Balance at Close 16/17		
	£'000	£'000	£'000	£'000	
<b><u>Capital Reserves</u></b>					
Building Schools for the Future	61	0	61	0	Building Schools for Future - c/fwd to be used to spent on ICT capital programme as per Business Planning 16/17.
Basic Need	0	3,781	3,781	0	The Basic Need allocation received in 2016/17 is fully committed against the approved capital plan. Remaining balance is 2017/18 funding in advance
Capital Maintenance	0	4,708	4,708	0	The School Condition allocation received in 2016/17 is fully committed against the approved capital plan.
Other Children Capital Reserves	110	3,316	3,426	1,448	£10k Universal Infant Free School Meal Grant c/f and the Public Health Grant re Alcohol recovery hub £100k rolled forward to 2016/17. Feb 17 received £687k for Early Years project to be spent in 2017/18
Other Adult Capital Reserves	2,257	3,479	5,736	379	Adult Social Care Grant to fund 2016/17 capital programme spend.
<b>TOTAL CAPITAL RESERVE</b>	<b>2,428</b>	<b>15,284</b>	<b>17,712</b>	<b>1,827</b>	

(+) positive figures represent surplus funds    (-) negative figures represent deficit funds.

## APPENDIX 6 – Capital Expenditure and Funding

### 6.1 Capital Expenditure

2016/17					TOTAL SCHEME	
Original 2016/17 Budget as per BP £'000	Scheme	Revised Budget for 2016/17 £'000	Actual Spend (Close) £'000	Outturn Variance (Close) £'000	Total Scheme Revised Budget £'000	Total Scheme Variance £'000
	<b>Schools</b>					
41,711	Basic Need - Primary	42,782	37,481	-5,301	224,944	28,047
39,689	Basic Need - Secondary	41,662	36,365	-5,297	214,351	2,844
321	Basic Need - Early Years	613	71	-542	2,203	0
770	Adaptations	654	342	-312	6,541	0
2,935	Specialist Provision	3,225	3,254	29	5,060	-175
3,250	Condition & Maintenance	3,250	3,234	-16	25,750	0
204	Building Schools for the Future	348	133	-215	9,118	0
1,114	Schools Managed Capital	4,259	3,970	-290	9,798	-190
0	Universal Infant Free School Meals	10	5	-5	0	0
300	Site Acquisition and Development	300	419	119	650	0
1,500	Temporary Accommodation	1,500	1,933	433	14,000	0
0	Youth Service	127	0	-127	0	0
295	Children Support Services	295	107	-188	2,530	0
3,717	Adult Social Care	5,311	5,357	46	25,777	1,299
1,350	CFA IT Infrastructure	1,700	418	-1,282	3,000	0
0	CFA Capital Variation	-10,282	0	10,282	0	0
<b>97,156</b>	<b>Total CFA Capital Spending</b>	<b>95,754</b>	<b>93,089</b>	<b>-2,666</b>	<b>543,722</b>	<b>31,825</b>

#### **Basic Need - Primary £28,047k increased total scheme cost**

A total scheme variance of £5,310k occurred due to changes since the Business Plan was approved in response to adjustments to development timescales and updated school capacity information. The following schemes have had cost increases approved by GPC for 2016/17;

- Fulbourn Primary (£1,000k) further planning has indicated that the cost of the project will be higher than originally anticipated
- Melbourn Primary (£2,050k) increased scope includes replacement of two temporary classroom structures.
- Hatton Park Primary (£10k) increased scope to reflect removal costs required as part of the project
- Wyton Primary (£2,250k) due to scheme being delivered in two phases and increased costs associated with the delay in phasing. Phase 1 involves replacement of existing 1 form entry (FE) (210 place) primary school; Phase 2 involves - new a 2 FE (420 place) primary school.

In June 2016 these increased costs were offset by £670k of underspend on 2016/17 schemes which were due to complete and did not require the use of budgeted contingencies:

Brampton Primary School (£41k), Fawcett Primary School (£203k), Cambourne Hardwick Primary School second campus (£183k), Millfield Primary (£28k), Fourfields Primary (£42k) and Trinity School: (£175k).

There was a further £7.3m increase in July 2016 in the overall capital scheme costs since the Business Plan was approved by full Council. These changes relate to future years and have been addressed through the 2017/18 Business Plan. The schemes involved are;

- Clay Farm, Cambridge £1.5m increase due to developing scope of the project to a 3FE school to accommodate further anticipated housing development.
- Ramnoth, Wisbech; £740k increase in the build cost identified at design stage.
- Hatton Park, Longstanton; £540k increase in the build cost identified at planning stage and transport costs of children.
- Barrington; £1,890k increase following completion of a detailed option appraisal and to take account of inflation linked to a Sept 2020 delivery date
- Loves Farm, St Neots; £2,320k increase due to changing scope of the project to a 2FE school.

In September 2016 there was a further additional total scheme cost increase of £15.5m since the Business Plan was approved by full Council. All these changes which are detailed below relate to future years, other than Grove Primary, and have been addressed through the 2017/18 Business Plan:

- Sawtry Infant; £880k increase following receipt and review of detailed costings.
- St Ives, Eastfield / Westfield / Wheatfields; £4.0m increased cost due to additional building work required as the schools have taken the decision not to proceed with proposals to amalgamate and create an all-through primary school.
- Histon & Impington - Additional Places; £10m as the scope of the project has significantly increased to include additional places at both Infant and Junior age ranges following detailed discussions with the schools and local Member.
- Grove Primary School; £310k due to increased scheme costs associated with asbestos removal.
- Burwell Primary; £322k increase following receipt and review of revised cost plans and more detailed planning being undertaken.

In October 2016 the following schemes have seen total scheme underspends identified:

- Ermine Street Primary, Alconbury; £200k reduction due to works on site completing and the final accounts being agreed without expending items on the risk register.
- Clay Farm, Cambridge; £159k reduction following receipt and review of the contractor's Milestone 4 report.
- Fulbourn, Cambridge £115k reduction as the extent of external works was less than expected and because no consequential improvements were required by Building Control.

In November 2016 the following schemes experienced total scheme changes:

- Meldreth Primary School; £834k reduction, further design and project planning had identified the most appropriate option to achieve best value for money in terms of meeting current and forecast basic need requirements
- Westwood, March £960k increased costs due to more detailed design and planning.
- Barrington; £400k increased cost resulting from further design and planning work.
- Littleport Village College; £800k Increased costs following identification of the need for additional work to the pumping station to ensure it is adequate to service the project.
- St Bede's, Cambridge; £519k reduced costs from October's estimate of insurance works. The resulting revised total cost of fire damage works is now £1,995k.

### **Basic Need - Primary £5,301k slippage**

A number of schemes have experienced cost movements since the Business Plan was approved. The following schemes have been identified as experiencing accelerated spend where work has progressed more quickly than had been anticipated in the programme:

Westwood Primary, March (£92k) Phase 1 and (£100k) Phase 2, Hatton Park (£1,792k) in Longstanton, Wyton Primary (£189k) and Histon & Impington additional places (£57k). These schemes will be re-phased in the 2017/18 business plan.

There has been an in-year scheme cost increase due to an overspend on Grove Primary (£288k). This is a result of unforeseen asbestos works.

The accelerated spend has been offset by the following schemes where progress has slowed and anticipated expenditure in 2016/17 will no longer be incurred. Huntingdon Primary 1<sup>st</sup> & 2<sup>nd</sup> Phases (£134k) works deferred to be undertaken as part of the 2<sup>nd</sup> phase of the scheme which is already underway and is anticipated to cost less than originally allocated.

Darwin Green (NIAB) Primary School, (£198k) slippage to scheme being deferred, the scheme is linked to housing development which is not progressing as quickly as anticipated. Minimal spend expected in 2016/17 to complete design and planning stages. Sawtry Infant, (£689k) & Sawtry Junior (£120k), the scheme has been redefined. The Infant and Junior school are no longer to merge following the Junior School's conversion to an academy at the start of November 2016. The project has now been refocused on providing improved accommodation for delivery of early years education and childcare. Design works only for 2016-17. Building work is scheduled to commence in April 2017 and be completed by August 2018.

The Shade, Soham; (£522k) Lower than expected tender from contractors at this stage of the planning process.

Pendragon, Papworth, (£150k), this scheme is linked to outline planning development which has not progressed. Therefore no expenditure is likely in 2016/17.

Pathfinder Primary School, Northstowe (first Primary School); (£599k) slippage as it has not been necessary to purchase furniture, equipment and part of the ICT system this financial year as the school opening has been delayed to September 2017 in response to slower than anticipated progress with the housing development.

Godmanchester Bridge Primary School, Bearscoft development, (£1,797k). The project slipped from the 15 August 2016 anticipated start on site to 24 October 2016. The nursery provision will now be constructed later in the build programme and the completion date has slipped to 31 October 2017.

Ramnoth Junior School, Wisbech; (£2,272k). Start on site delayed from October to January, a further 3 weeks delay due to the tender being submitted late.

Fawcett Primary, Cambridge; (£437k). The required access road will not be completed until next year and contingencies not required.

Ermine Street Primary, Alconbury Weald development; (£216k) Works on site completing and the final accounts being agreed without expending items on the risk register.

Fulbourn Primary; (£185k) slippage due to additional more complex design work being required, the progress of the project has slowed as a consequence.

### **Basic Need – Secondary £2,844k increased total scheme cost**

A total scheme variance of £2,563k has occurred due to changes since the Business Plan was approved. Cambridge City 3FE Additional places; £2m increased cost to incorporate fire damage works at St Bede's site, which will be offset by insurance payments.

Littleport Secondary and Special School scheme has increased by £800k due to additional work to the pumping station to ensure it is adequate to service the project.

**Basic Need – Secondary £5,297k slippage**

The Bottisham Village College scheme has incurred £780k of slippage due to the start on site being deferred from late 2016 to July 2017. The delay occurred as a result of the decision to submit a joint bid with the Academy Trust to the Education Funding Agency (EFA). The outcome of which was an additional £4m funding. This will enable the school to address condition needs and progress advanced works ahead of the main capital scheme.

There has been accelerated spend on Cambridge City 3FE Additional places of £210k on St Bede's programme. This has arisen due to works commencing earlier than anticipated in response to the need to address the fire damage sustained at the school. This work will be offset from funding from the insurers. The accelerated spend has reduced by as main project will now not commence until the fire damage works is completed.

Planning and design work has not commenced for Alconbury Secondary & Special School as originally reported.

In November 2016 it was identified that the Cambourne Secondary School original forecast from contractors was likely to be optimistic and not achievable, £1,669k slippage occurring in 2016/17, project to be completed in 2017/18.

Contractor has identified a 6 week delay in the Littleport Secondary and special scheme due to design changes following the appointment of a new academy sponsor for the schools. This has resulted in £1,975k slippage and completion on site will now be January 2018.

Trumpington Community College is reporting slippage for 2016/17 of £524k due to the school not drawing down funding for Furniture, fittings and Equipment and ICT. This will be used in 2017/18 with some balance being carried forward to future years as the school grows.

Northstowe Secondary School has slippage of £376k due to design works not progressing as the scope of the project is still being confirmed.

**Basic Need – Early Years £542k slippage**

Continued site issues have meant the Early Years scheme in St Neots has once again been delayed and is anticipated to commence in 2017/18.

**Adaptations £312k slippage.**

Morley Memorial spend is expected to be £176k less than expected due to slower than expected progress and only minimal design work now being undertaken in 2016/17. Dry Drayton primary scheme has underspent by £27k, all accounts and retentions paid.

**Schools Managed Capital £290k slippage**

Devolved Formula Capital (DFC) is a three year rolling balance and includes £850k carry forward from 2015/16. The total scheme variance relates to the reduction in 2016/17 grant being reflected in planned spend over a 5 year period. There is a £780k carry forward to 2017/18 which is offset by schools energy saving capital spend of £490k.

### Temporary Accommodation £433k overspend

It had been anticipated at Business Planning that the current stock of mobiles would prove sufficient to meet September 2015 demand. Unfortunately, it has proved necessary to purchase additional mobiles due to rising rolls at primary schools around the county.

### CFA IT Infrastructure £1,282k slippage

The latest cost schedules from the Information Management service confirm slippage of £1,282k due to a number of reasons including the delay to the implementation of the ERP gold financial system and lack of resources to keep development on the original timescales.

### CFA 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. At the end of 2016/17 the capital programme has encountered total slippage of £12,948k which has exceeded the Capital Variation adjustment made in May of £10,282k. This has resulted in an underspend outturn variance of £2,666k

2016/17					
Service	Capital Programme Variations Budget £000	Outturn Variance (Close) £000	Capital Programme Variations Budget Used £000	Capital Programme Variations Budget Used %	Revised Outturn Variance (Close) £000
CFA	-10,282	-12,948	10,282	100%	-2,666
<b>Total Spending</b>	-10,282	-12,948	10,282	100%	-2,666

## 6.2 Capital Funding

2016/17				
Original 2016/17 Funding Allocation as per BP £'000	Source of Funding	Revised Funding for 2016/17 £'000	Outturn Spend (Close) £'000	Funding Outturn Variance (Close) £'000
3,781	Basic Need	3,781	3,781	0
4,643	Capital maintenance	4,708	4,708	0
1,114	Devolved Formula Capital	1,926	1,146	-780
0	Universal Infant Free School meals	10	5	-5
3,717	Adult specific Grants	5,311	5,358	47
24,625	S106 contributions	22,612	18,856	-3,756
0	BSF -PFS only	61	61	0
0	Capitalised Revenue Funding	0	0	0
0	DAAT Capital Grant	0	100	100
700	Other Capital Contributions	3,533	4,205	672
54,416	Prudential Borrowing	49,652	50,707	1,055
4,160	Prudential Borrowing (Repayable)	4,160	4,160	0
<b>97,156</b>	<b>Total Funding</b>	<b>95,755</b>	<b>93,088</b>	<b>-2,667</b>

The overall net impact of the movements within the capital plan is an expected £2,667k underspend in 2016/17.

£3,756k is S106 funding which has not been received as anticipated, £5k Universal Infant free school means grant which are all to be carried forward into future years, along with £780k of Devolved Formula Capital which represents the School DFC programme, a rolling three-year programme; and accounts for 15/16 and 16/17 rolled forward funds.

Prudential borrowing has overspent by £1,055k provision for this has been made within the 2017/18 business plan as it reflects timing differences in anticipated S106 funds.

## APPENDIX 7 – Performance at end of March 2017

Measure	Responsible Directorate(s)	Previous period	Target	Actual	Date of latest data	Direction of travel (up is good, down is bad)	RAG Status	Stat Neighbours	England	Comments
% children whose referral to social care occurred within 12 months of a previous referral	Childrens Social Care	18.2%	20.0%	18.1%	Mar-17	↑	G	22.2% (2015)	24.0% (2015)	Performance in re-referrals to children's social care remains below target.
Number of children with a Child Protection Plan per 10,000 population under 18	Childrens Social Care	41.2	30.0	42.1	Mar-17	↓	R	35.2% (2015)	42.9% (2015)	During March, we saw the numbers of children with a Child Protection plan increase from 548 to 560. Following a review of working processes in FREDt which has ensured that referrals are effectively processed in a timelier manner, we have seen some increases in the number of families undergoing a section 47 assessment, which has then impacted on the numbers of requests for Conference. This increase is likely to be short-lived as any backlog is resolved



Measure	Responsible Directorate(s)	Previous period	Target	Actual	Date of latest data	Direction of travel (up is good, down is bad)	RAG Status	Stat Neighbours	England	Comments
The number of looked after children per 10,000 children	Childrens Social Care	50.5	40.0	50.7	Mar-17	↓	R	41.6% (2015)	60.0% (2015)	<p>The number of Looked After Children increased to 675 in March. This includes 61 UASC, around 9.9% of the current LAC population. There are workstreams in the LAC Strategy which aim to reduce the rate of growth in the LAC population, or reduce the cost of new placements. Some of these workstreams should impact on current commitment.</p> <p>Actions being taken include:</p> <ul style="list-style-type: none"> <li>• A weekly Section 20 panel to review children on the edge of care, specifically looking to prevent escalation by providing timely and effective interventions. The panel also reviews placements of children currently in care to provide more innovative solutions to meet the child's needs.</li> <li>• A weekly LAC monitoring meeting chaired by the Executive Director of CFA, which looks at reducing numbers of children coming into care and identifying further actions that will ensure further and future reductions. It also challenges progress made and promotes new initiatives.</li> </ul> <p>At present the savings within the 2016/17 Business Plan are on track to be delivered and these are being monitored through the monthly LAC Commissioning Board. The LAC strategy and LAC action plan are being implemented as agreed by CYP Committee.</p>

Measure	Responsible Directorate(s)	Previous period	Target	Actual	Date of latest data	Direction of travel (up is good, down is bad)	RAG Status	Stat Neighbours	England	Comments
No / % of families who have not required statutory services within six months of having a Think Family involvement	Enhanced & Preventative									Following the recommendations from the Think Family evaluation report and the implementation of the Children's Change Programme, the Family CAF is being replaced with a new Early Help Assessment from December 2016. In addition, the Corporate Capacity Review has led to the development of the Business Intelligence and Transformation Teams, both of which are supporting the Council in reviewing how performance is monitored / measured. Considering these changes it is not currently possible or helpful to report on the current CAF / Think Family measure as this is likely to be redefined.
% year 12 in learning	Enhanced & Preventative	95.0%	96.5%	94.4%	Mar-17	↓	A	94.0% (2015)	94.8% (2015)	We have not met our in learning target for year 12 and performance has been variable across the localities. Year 13 in learning has improved over the last three years and is very close to target. However again performance is variable across the localities.

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
%16-18 year olds NEET and unknown	Enhanced & Preventative	3.8%	3.8%	4.0%	Mar-17	↓	A			NOTE: From Sept 2016 - This indicator has changed from 16-19 to 16-18 and now includes unknowns, and therefore isn't comparable to previous years. Though performance remains within target, there is a high number of young people whose situation is currently unknown. Information about these young people will be gathered during the autumn term to give a clearer idea of our actual performance.
% Clients with SEND who are NEET	Enhanced & Preventative	10.1%	9.0%	10.6%	Q1 (Apr to Jun 16)	↓	A	7.0% (2015)	9.2% (2015)	Whilst we are not on target our performance is much better than this time last year when NEET was 12.4%. We continue to prioritise this group for follow up and support.
The proportion pupils attending Cambridgeshire Nursery schools judged good or outstanding by Ofsted	Learning	100.0%	100.0%	100.0%	Mar-17	→	G			

Measure	Responsible Directorate(s)	Previous period	Target	Actual	Date of latest data	Direction of travel (up is good, down is bad)	RAG Status	Stat Neighbours	England	Comments
The proportion pupils attending Cambridgeshire Primary schools judged good or outstanding by Ofsted	Learning	82.9%	82.0%	81.7%	Mar-17	↓	A	88.4% (2016)	88.5% (2016)	174 out of 194 primary schools are judged as good or outstanding
The proportion pupils attending Cambridgeshire Secondary schools judged good or outstanding by Ofsted	Learning	77.1%	75.0%	80.3%	Mar-17	↑	G	85.2% (2016)	80.3% (2016)	Performance for Secondary schools continues to improve with 25 out of 31 schools now good or outstanding. Further improvement is expected.
The proportion pupils attending Cambridgeshire Special schools judged good or outstanding by Ofsted	Learning	100.0%	100.0%	100.0%	Mar-17	→	G			
Proportion of income deprived 2 year olds receiving free childcare	Learning	79.2%	80.0%	74.0%	Summer Term	↓	A			There were 1758 children identified by the DWP as eligible for the Summer Term. 1301 took up a place which equates to 74.0%

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
<i>FSM/Non-FSM attainment gap % achieving the national standard in Reading, Writing &amp; Maths at KS2</i>	Learning	30	21	27	2016	↑	R			The 2016 results are not comparable with previous years because of new assessment arrangements but the data shows that there is still a significant gap in the performance of pupils eligible for FSM in the new KS2 tests, compared with their non-FSM peers.
<i>FSM/Non-FSM attainment gap % achieving 5+ A*-C including English &amp; Maths at GCSE</i>	Learning	37	26	29	2016	↑	R		24.8	<p>For attainment in A*-C in both English and Maths at GCSE, FSM pupils have made progress but the overall county outcome is two percentage points below the national figure.</p> <p>The Accelerating Achievement Action Plan is aimed at these groups of children and young people who are vulnerable to underachievement so that all children and young people achieve their potential. All services for children and families will work together with schools and parents to do all they can to eradicate the achievement gap between vulnerable groups of children and young people and their peers.</p>

Measure	Responsible Directorate(s)	Previous period	Target	Actual	Date of latest data	Direction of travel (up is good, down is bad)	RAG Status	Stat Neighbours	England	Comments
1E - Proportion of adults with learning disabilities in paid employment	Adult Social Care	1.5%	6.0%	1.5%	Mar-17	➡	R	5.9% (2014-15)	6.0% (2014-15)	Performance remains very low. As well as a requirement for employment status to be recorded, unless a service user has been assessed or reviewed in the year, the information cannot be considered current. Therefore this indicator is also dependant on the review/assessment performance of LD teams.
1C PART 1a - Proportion of eligible service users receiving self-directed support	Adult Social Care / Older People & Mental Health	96.6%	93.0%	97.3%	Mar-17	⬆	G	83.0% (2014-15)	82.6% (2014-15)	This indicator is subject to a new calculation method for 2015/16 onwards. Performance remains above the target and is improving gradually. Performance is above the national average for 14/15 and will be monitored closely.

Measure	Responsible Directorate(s)	Previous period	Target	Actual	Date of latest data	Direction of travel (up is good, down is bad)	RAG Status	Stat Neighbours	England	Comments
RV1 - Proportion of planned reviews completed within the period that were completed on or before their due date. (YTD)	Adult Social Care / Older People & Mental Health	52.0%	50.1%	51.7%	Mar-17	↓	G	N/A (Local Indicator)		Performance at this indicator has remains fairly consistent and represents a slight improvement on the previous year. Data cleansing relating to the categorisation of planned/unplanned reviews could cause performance to fluctuate slightly. A focus on completing reviews early where there is the potential to free up capacity/make savings may have contributed to this increased performance compared to last year.

Measure	Responsible Directorate(s)	Previous period	Target	Actual	Date of latest data	Direction of travel (up is good, down is bad)	RAG Status	Stat Neighbours	England	Comments
RBT-I - Proportion of service users requiring no further service at end of re-ablement phase	Older People & Mental Health	56.1%	57.0%	56.5%	Mar-17	↑	A	N/A (Local Indicator)		<p>The service continues to be the main route for people leaving hospital with simple, as opposed to complex care needs. However, we are experiencing a significant challenge around capacity in that a number of staff have recently retired and we are currently undertaking a recruitment campaign to increase staffing numbers. In addition the service is being re-organised to strengthen leadership and to reduce process delays.</p> <p>In addition, people are leaving hospital with higher care needs and often require double up packages of care which again impacts our capacity. We are addressing this issue through a variety of means, including discussions with the NHS about filling intermediate care gaps, to reduce inappropriate referrals and use of capacity in reablement. The Council has also developed the Double Up Team who work with staff to reduce long term care needs and also release re-ablement capacity, and a home care transition service to support transfers into long term domiciliary care.</p>



Measure	Responsible Directorate(s)	Previous period	Target	Actual	Date of latest data	Direction of travel (up is good, down is bad)	RAG Status	Stat Neighbours	England	Comments
BCF 2A PART 2 - Admissions to residential and nursing care homes (aged 65+), per 100,000 population	Older People & Mental Health	284	577	311	Mar-17	↑	G	611.0 (2014-15)	658.5 (2014-15)	<p>The implementation of Transforming Lives model, combined with a general lack of available residential and nursing beds in the area is resulting in a fall in the number of admissions.</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>

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 Average number of bed-day delays, per 100,000 of population per month (aged 18+) - YTD	Older People & Mental Health	600	429	589	Feb-17	↑	R	N/A (Local Indicator)		<p>The Cambridgeshire health and social care system is experiencing a monthly average of 3,029 bed-day delays, which is 37% above the current BCF target ceiling of 2,206. In February there were 2,462 bed-day delays, down 788 compared to the previous month.</p> <p>Over the course of this year we have seen a rise in the number of admissions to A &amp; E across the county with several of the hospitals reporting Black Alert. The main cause of the recent increase in bed-day delays varies by area but a general lack of capacity in domiciliary and residential care is the prevailing theme. However, we are looking at all avenues to ensure that flow is maintained from hospital into the community. We continue to work in collaboration with health colleagues to build on this work.</p> <p>Between March '16 and February '17 there were 35,696 bed-day delays across the whole of the Cambridgeshire system - representing a 21% increase on the preceding 12 months.</p> <p>Across this period NHS bed-day delays have increased by 18% from 20,435 (Mar 15 - Feb 16) to 24,090 (Mar 16 - Feb 17), while bed-day delays attributed to Adult Social Care have increased from 7,720 in Mar 15 - Feb 16 to 9,134 in Mar 16 - Feb 17 an increase of 18%.</p>

Measure	Responsible Directorate(s)	Previous period	Target	Actual	Date of latest data	Direction of travel (up is good, down is bad)	RAG Status	Stat Neighbours	England	Comments
Average number of ASC attributable bed-day delays per 100,000 population per month (aged 18+) - YTD	Older People & Mental Health	154	114	153	Feb-17	↑	R	N/A (Local Indicator)		In Feb '17 there were 735 bed-day delays recorded attributable to ASC in Cambridgeshire. This translates into a rate of 143 delays per 100,000 of 18+ population. For the same period the national rate was 156 delays per 100,000. During this period we invested considerable amounts of staff and management time to improve processes, identify clear performance targets as well as being clear about roles & responsibilities. We continue to work in collaboration with health colleagues to ensure correct and timely discharges from hospital.
<i>1F - Adults in contact with secondary mental health services in employment</i>	Older People & Mental Health	11.6%	12.5%	12.1%	Mar-17	↑	A	9.0% (2015-16) Provisional	6.7% (2015/16) Provisional	Performance at this measure is climbing within 10% of 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.

## APPENDIX 8 – CFA Portfolio at end of March 2017

Programme/Project and Lead Director	Brief description and any key issues	RAG
<b>Transforming Lives Practice Governance Project</b> Claire Bruin / Jane Heath	The revised project board is in place. The membership has been refreshed and encompasses the pre-existing Practice Governance Group. Board meetings are underway. A business case has been drafted and includes key benefits that outline targets for improvement in all areas of practice. The project plan is being developed to address the project priorities and these will be reflected in revised service implementation plans.	<b>GREEN</b>
<b>Building Community Resilience Programme:</b> Sue Grace/Elaine Matthews	<p>The Community Resilience Programme and the Innovation Fund have moved to Strengthening Communities Service for management and delivery. A paper on progress of the Community Resilience Strategy and Innovation Fund was heard by GPC in March 2017.</p> <p>The first Selection Panel for the Innovation Fund was held in March. The successful applicants have been contacted and we are awaiting final acceptance of the funding offer and terms and conditions.</p>	<b>GREEN</b>
<b>0-19 Commissioning:</b> Meredith Teasdale/ Janet Dullaghan	<p>This project is looking at how Cambridgeshire County Council (CCC), Peterborough City Council (PCC) and Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) can work together to integrate child health and wellbeing services. This includes consideration of 0-19 community based health services, including Health Visiting, School Nursing and Family Nurse Partnership; Early Help and Children's Centre services; and Child and Adolescent Mental Health Services across Cambridgeshire and Peterborough.</p> <p>The aim is for an integrated model where children, young people and families are offered a core programme of evidence based, early intervention and preventative health care with additional care and support for those who need it in line with the Thrive model that is based on having a good core offer across the agencies for universal services and clear and process to identify need early and provide the right early help and support</p> <p>The Healthy Child Programme aims to build on good working relationships with all local key partners to:</p> <ul style="list-style-type: none"> <li>• Improve partnership working.</li> <li>• Strengthened relationships and work between health and local authority services for children.</li> <li>• Children, young people and families are involved in service review and redesign.</li> <li>• A consistent service offer is communicated so that children, young people, families and professionals know what they can expect from the healthy child programme</li> </ul> <p>A series of workshops have been set up the first on the 10<sup>th</sup> April to engage all partners and stakeholders in what we need to do to achieve the above the aim is to have a potential model by June 2017</p>	<b>GREEN</b>

Programme/Project and Lead Director	Brief description and any key issues	RAG
<b>Children's Centres:</b> Sarah Ferguson/Jo Sollars	Children's Centres are currently being considered within the potential future service offer for 0-19 child health and wellbeing services as outlined above.	AMBER
<b>Mosaic:</b> Sue Grace / James Wilson	<ul style="list-style-type: none"> <li>•Project will be driven as a business transformation project with CFA leads being Charlotte Black and Theresa Leavy. Sue Grace will take on system ownership consistent with the role of the Corporate Directorate following the Corporate Capacity Review. They will be supported by a streamlined Project Board.</li> <li>•Timelines will be reviewed to accommodate any expanded scope, and other issues such as the implementation of our new finance system Agresso – but to support the aspiration for the system to still go-live to all teams in both adults and children's services within the 2017/18 financial year. Provisional dates are: Adults, Older People Mental Health and related finance January 2018, Children's and Families Early Help by April 2018.</li> <li>•To achieve all this the project team will need to be bigger. The resource requirements are being reviewed, but in the meantime we will maintain the current considerable momentum already achieved. RED status due to current transitional state, however a new programme lead has been appointed with prior experience of successfully delivering complex MOSAIC implementation. They are working to revise the programme plans and bring in the rest of the additional capacity needed. Therefore anticipate that status will change at next update when fuller plans will be in place.</li> </ul>	RED
<b>Accelerating Achievement:</b> Keith Grimwade	Although the achievement of most vulnerable groups of children and young people is improving, progress is slow and the gap between vulnerable groups and other children and young people remains unacceptably wide. Accelerating the Achievement of Vulnerable Groups is a key priority of the Local Authority's School Improvement Strategy 2016-18 and an action plan has been developed. The AA Steering Group is monitoring the implementation of this plan.	AMBER
<b>Children's Change Programme:</b> Theresa Leavy/James Gemmell	<p>Phase I of the Children's Change Programme has brought together the Enhanced and Preventative directorate with the Children's Social Care directorate to create Children and Families Services. This integration will provide continuity of relationships with children, families and professional partners to respond to the increasing levels of need experienced across our communities. The consultation for Phase I ran between December 2016 and January 2017. Throughout February and March the recruitment process was undertaken to appoint the management structure of the new service.</p> <p>Phase II will see the change of structures at the front line to bring together people working across early help, safeguarding and specialist services. The consultation for Phase II began on 24<sup>th</sup> March 2017 and will run for 30 days.</p>	GREEN



<b><u>CYP Committee - Earmarked Reserves for recommendation to GPC for re-approval for use during 2017/18</u></b>				
Proposal Title	Opening Balance 2016/17 £'000	Amount Required in 2017/18 £'000	Type	Notes / Changes
<b>Strategy &amp; Commissioning</b>				
Reduce the cost of home to school transport	£60	<b>£60</b>	Continuation of funds agreed for use in 2016/17	Independent travel training for children with SEND. An independent travel training scheme to work with young people with SEND so they can develop skills to travel independently post-16. This project was delayed due to a lack of capacity in 2016/17 and will now take place during 2017/18.
Prevent children and young people becoming Looked After	£57	<b>£25</b>	Continuation of funds agreed for use in 2016/17	Re-tendering of supporting people contracts, funding is being used to fund a fixed term post which continues into 2017/18.
<b>Learning</b>				
ESLAC Support for children on edge of care	£50	<b>£36</b>	Continuation of funds agreed for use in 2016/17	Children in Need Support Worker continuing into 2017/18 (funding of a fixed term post).
<b>Cross-CFA schemes</b>				
Develop 'traded' services	£57	<b>£30</b>	Continuation of funds agreed for use in 2016/17	To buy additional functionality into the Child Assessment System for Early Years. This will be a package that early Years providers can buy which will support them with managing their staff training, supervision and development. The implementation of this system has been delayed.
Reduce the cost of placements for Looked After Children	£184	<b>£110</b>	Continuation of funds agreed for use in 2016/17	Looked After Children Commissioning Strategy - funding for adaptation and refurbishment of a number of Council owned properties to increase the in-county accommodation strategy for children who are looked after. The building work is taking longer than anticipated and will continue into 2017/18.
<b>TOTAL</b>	<b>£408</b>	<b>£261</b>		

CYP Committee - Other Continuing Reserves (for information only)				
Proposal Title	Opening Balance 2016/17 £'000	Opening Balance 2017/18 £'000	Type	Notes / Changes
<b>Children's Social Care</b>				
Child Sexual Exploitation (CSE) Service	£250	<b>£250</b>	Continuation of funds agreed for use in 2016/17 - Already approved by GPC	This funding will be required in 2017/18 as a CSE Hub will be implemented from 1st April 2017 within the Integrated Front Door, to undertake missing interviews and to provide an intensive support service for young people at greatest risk of CSE.
IT for Looked After Children (LAC)	£178	<b>£133</b>	Replacement reserve	Replacement reserve for IT for Looked After Children.
<b>Strategy &amp; Commissioning</b>				
Home to School Transport Equalisation reserve	£253	<b>-£240</b>	Equalisation reserve	Reserve to amend the budget for the variable number of days in each school year.
Disabled Facilities	£127	<b>£44</b>	Ring-fenced funds	Funding to support housing adaptations for disabled children.
<b>Enhanced &amp; Preventative Services</b>				
Youth Offending Team (YOT) Remand (Equalisation Reserve)	£250	<b>£150</b>	Equalisation reserve	Equalisation reserve for remand costs for young people in custody in Youth Offending Institutions and other secure accommodation.
<b>Learning</b>				
Equipment Replacement Reserve	£604	<b>£726</b>	Replacement reserve	Replacement reserve to support ongoing equipment replacement within the (Education) ICT Service.
Cambridgeshire Culture/Art Collection	£87	<b>£47</b>	Ring-fenced funds	Ongoing reducing reserve to support cultural activities for children and young people. (Created from ring-fenced Trust Fund)



**APPOINTMENTS TO OUTSIDE BODIES, INTERNAL ADVISORY GROUPS AND PANELS, AND PARTNERSHIP LIAISON AND ADVISORY GROUPS**

**To:** Children and Young People Committee

**Meeting Date:** 12 June 2017

**From:** Chief Executive

**Electoral division(s):** All

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

**Purpose:** To consider appointments to outside bodies, internal advisory groups and panels, and partnership liaison and advisory groups.

**Recommendation:** It is recommended that the Children and Young People Committee:

- a) review and agree the appointments to outside bodies as detailed at Appendix 1.
- b) review and agree the appointments to relevant partnership liaison and advisory groups as detailed at Appendix 2;
- c) delegate, on a permanent basis between meetings, the appointment of representatives to any outstanding outside bodies, groups, panels and partnership liaison and advisory groups within the remit of the Children and Young People Committee to the Executive Director Children Families and Adults, in consultation with the Chairman of the Children and Young People Committee.

<b><i>Officer contact:</i></b>	
Name:	Richenda Greenhill
Post:	Democratic Services Officer
Email:	<a href="mailto:Richenda.Greenhill@cambridgeshire.gov.uk">Richenda.Greenhill@cambridgeshire.gov.uk</a>
Tel:	01223 699171

## **1. BACKGROUND**

- 1.1 The Children and Young People Committee is invited to review its appointments to the Internal Advisory Groups and Partnership Liaison and Advisory Groups described below.
- 1.2 The Committee is invited to delegate, on a permanent basis between meetings, the appointment of representatives to any to the Executive Director of the Children Families and Adults (CFA) Directorate in consultation with the committee Chair. This will allow outstanding appointments to outside bodies to be made between meetings. This will be a permanent delegation and all service committee are being asked to agree the same recommendation.

## **2. APPOINTMENTS**

- 2.1 The internal advisory groups and panels where appointments are required are set out at **Appendix 1** to this report. The current representative(s) is indicated. It is proposed that the Committee should review and agree the appointments to these bodies.
- 2.2 The partnership liaison and advisory groups where appointments are required are set out at **Appendix 2** to this report. The current representative(s) is indicated. It is proposed that the Committee should agree the appointments to these bodies.

## **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**

There are no significant implications for this priority.

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

There are no significant implications for this priority.

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 There are no significant implications within these categories:**

- Resource Implications
- Procurement/Contractual/Council Contract Procedure Rules Implications
- Statutory, Legal and Risk Implications
- Equality and Diversity Implications
- Engagement and Communications Implications
- Localism and Local Member Involvement

- Public Health Implications

<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	Not applicable
<b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?</b>	Not applicable
<b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>	Not applicable
<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Not applicable
<b>Have any engagement and communication implications been cleared by Communications?</b>	Not applicable
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Not applicable
<b>Have any Public Health implications been cleared by Public Health</b>	Not applicable

<b>Source Documents</b>	<b>Location</b>
Previous Children and Young People Committee Agendas and Minutes	Democratic Services, Shire Hall 01223 699171

## CAMBRIDGESHIRE COUNTY COUNCIL APPOINTMENTS TO INTERNAL ADVISORY GROUPS AND PANELS

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Accelerating the Achievement of Vulnerable Groups Steering Group</b>  The Group steers the development and implementation of the Accelerating Achievement Action Plan, which aims to rapidly improve the educational achievement of vulnerable groups.	6	6	Previously Councillor P Downes (LD)	Keith Grimwade Director of Learning  01223 507165  <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>
<b>Cambridgeshire Culture Steering Group</b>  The role of the group is to give direction to the implementation of Cambridgeshire Culture, agree the use of the Cambridgeshire Culture Fund, ensure the maintenance and development of the County Art Collection and oversee the loan scheme to school and the work of the three Cambridgeshire Culture Area Groups.	3	3	Previously 1. Councillor D Harty (Con) 2. Councillor N Kavanagh (Lab) 3. Councillor P Downes (LD)	Keith Grimwade Director of Learning  01223 507165  <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>
<b>Cambridgeshire Schools Forum</b>  The Cambridgeshire Schools Forum exists to facilitate the involvement of schools and settings in the distribution of relevant funding within the local authority area	6	3	Previously 1. Councillor P Downes (LD) 2. Councillor D Harty (Con) 3. Councillor J Whitehead (Lab)	Richenda Greenhill Democratic Services Officer  01223 699171  <a href="mailto:Richenda.greenhill@cambridgeshire.gov.uk">Richenda.greenhill@cambridgeshire.gov.uk</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Corporate Parenting Partnership Board</b> The Corporate Parenting Partnership Board looks after the interests of all children and young people who are looked after. As corporate parents, the Council will strive to ensure we provide our Looked After children with safe and supportive care which promotes their talents, skills and potential and encourages them to be the best that they can be.	4	6	Previously 1. Councillor D Brown (Con) 2. Councillor D Divine (UKIP) 3. Councillor P Downes (LD) 4. Councillor F Onasanya (Lab) 5. Vacancy (Ind) 6. Councillor J Whitehead (Lab)	Theresa Leavy Interim Service Director: Children's Social Care  01223 727989  <a href="mailto:theresa.leavy@cambridgeshire.gov.uk">theresa.leavy@cambridgeshire.gov.uk</a>
<b>Fostering Panel</b> Recommends approval and review of foster carers and long term / permanent matches between specific children, looked after children and foster carers. It is no longer a statutory requirement to have an elected member on the Panel.	2 all-day panel meetings a month	1	Previously 1. Councillor S Bywater (Con) 2. Cllr Topping*  (*Subject to completing the Panel's own application process)	Fiona MacKirdy Interim Head of Service Looked After children  01223 715576  <a href="mailto:fiona.mackirdy@cambridgeshire.gov.uk">fiona.mackirdy@cambridgeshire.gov.uk</a>
<b>New Street Ragged School Trust</b> Management of the Cambridge Learning Bus, which provided enhanced curriculum support to Cambridge City nursery and primary schools. It travels to the schools where the Learning Bus teacher and teaching assistant deliver workshops.	2	2	Previously 1. Councillor L Nethsingha (LD) 2. Councillor J Whitehead (Lab)	Keith Grimwade Director of Learning  01223 507165  <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>
<b>Standing Advisory Council for Religious Education (SACRE)</b> To advise on matters relating to collective worship in community schools and on religious education.	As required	3	Previously 1. Councillor E Cearns (LD) 2. Councillor T Orgee (Con) 3. Councillor P Sales (Lab)	Kerri McCourly Business Support Team  <a href="mailto:kerri.mccourly@cambridgeshire.gov.uk">kerri.mccourly@cambridgeshire.gov.uk</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Virtual School Management Board</b>  The Virtual School Management Board will act as “governing body” to the Head of Virtual School, which will allow the Member representative to link directly to the Corporate Parenting Partnership Board.		1	Previously Councillor P Downes (LD)	Keith Grimwade Director of Learning  01223 507165  <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>  Edwina Erskine Business Support Officer – Administration Services Team Cambridgeshire’s Virtual School for Looked After Children (ESLAC Team)  01223 699883  <a href="mailto:edwina.erskine@cambridgeshire.gov.uk">edwina.erskine@cambridgeshire.gov.uk</a>

## CAMBRIDGESHIRE COUNTY COUNCIL APPOINTMENTS TO PARTNERSHIP LIAISON AND ADVISORY GROUPS

### Appendix 2

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Cambridgeshire Children's Trust Executive Partnership (CTEP)</b>  The CTEP oversees the work of the three Area Partnerships which cover Cambridgeshire and provides synergy between common work areas. It produces an annual report to the Cambridgeshire Health and Wellbeing Board on the delivery of Priority 1 of the Board's Strategy: 'to ensure a positive start to life for children, young people and their families'.	2	1	Previously Councillor J Whitehead (Lab)	Richenda Greenhill Democratic Services Officer  01223 699171  <a href="mailto:richenda.greenhill@cambridgeshire.gov.uk">richenda.greenhill@cambridgeshire.gov.uk</a>
<b>Cambridgeshire Music Hub</b>  A partnership of school music providers, led by the County Council, to deliver the government's National Plan for School Music.	3	1	Previously 1. Councillor D Harty (Con) 2. Councillor P Downes (LD)	Keith Grimwade Director of Learning  01223 507165 <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>
<b>Cambridgeshire School Improvement Board</b>  To improve educational outcomes in all schools by ensuring that all part of the school improvement system work together.	6	2	Previously 1. Councillor P Downes (LD) 2. Councillor J Whitehead (L)	Keith Grimwade Director of Learning  01223 507165  <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Children's Health Joint Commissioning Board</b>  Health and Local Authority Commissioners work together to improve the quality of provision of services delivered to children and families and comment on the performance of health contracts which affect children and young people in Cambridgeshire.	6	2	Previously 1. Councillor P Brown (Con) 2. Councillor L Nethsingha (LD)	Meredith Teasdale Service Director: Strategy and Commissioning  01223 714568  <a href="mailto:Meredith.teasdale@cambridgeshire.gov.uk">Meredith.teasdale@cambridgeshire.gov.uk</a>
<b>College of West Anglia Governing Body</b>  One up to sixteen members who appear to the Corporation to have the necessary skills to ensure that the Corporation carries out its functions under article 3 of the Articles of Government.	5	1	Previously Councillor S Count (Con) [4 year appointment]	Rochelle Woodcock Clerk to the Corporation College of West Anglia  01553 815288. Ext 2288 <a href="mailto:Rochelle.Woodcock@cwa.ac.uk">Rochelle.Woodcock@cwa.ac.uk</a>
<b>F40 Group</b>  F40 ( <a href="http://www.f40.org.uk/">http://www.f40.org.uk/</a> ) represents a group of the poorest funded education authorities in England where government-set cash allocations for primary and secondary pupils are the lowest in the country.	TBC	1 +substitute	Previously Councillor D Harty (Con) Councillor P Downes (LD). Substitute	Meredith Teasdale Service Director: Strategy and Commissioning  01223 714568  <a href="mailto:Meredith.teasdale@cambridgeshire.gov.uk">Meredith.teasdale@cambridgeshire.gov.uk</a>



NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Huntingdonshire Area Partnership</b> Meetings are chaired by Daniel Beckett, (daniel.beckett@godmanchesterbaptist.org) also attends them. Cambridgeshire County Council's Children and Young People's Area Partnerships' Manager is Gill Hanby ( <a href="mailto:gill.hanby@cambridgeshire.gov.uk">gill.hanby@cambridgeshire.gov.uk</a> ).	3-4	1	Previously Councillor P Bullen (UKIP)	Dawn Shepherd Business Support Officer St Ives Locality/Hunts SEND SS/ PA for Sarah Tabbitt Unit 7 The Meadow, Meadow Lane St Ives PE27 4LG <a href="mailto:dawn.shepherd@cambridgeshire.gov.uk">dawn.shepherd@cambridgeshire.gov.uk</a> 01480 699173
<b>Joint Consultative Committee (Teachers)</b> The Joint Committee provides an opportunity for trade unions to discuss matters of mutual interest in relation to educational policy for Cambridgeshire with elected members.	2	6	Previously 1. Councillor D Brown (Con) 2. Councillor D Divine (UKIP)_ 3. Councillor P Downes (Lib Dem) 4. Councillor F Onasanya (Lab) 5. Vacancy (Ind) 6. Councillor J Whitehead (Lab)	Richenda Greenhill Democratic Services Officer  01223 699171 <a href="mailto:richenda.greenhill@cambridgeshire.gov.uk">richenda.greenhill@cambridgeshire.gov.uk</a>
<b>Local Safeguarding Children's Board</b> LSCBs have been established by the government to ensure that organisations work together to safeguard children and promote their welfare. In Cambridgeshire this includes Social Care Services, Education, Health, the Police, Probation, Sports and Leisure Services, the Voluntary Sector, Youth Offending Team and Early Years Services.	TBC	1	Previously Councillor J Whitehead (Lab)	Andy Jarvis, LSCB Business Manager  07827 084135 <a href="mailto:andy.jarvis@cambridgeshire.gov.uk">andy.jarvis@cambridgeshire.gov.uk</a>



**0-19 JOINT COMMISSIONING OF CHILDREN'S HEALTH AND WELLBEING SERVICES**

**To:** Children and Young People Committee

**Meeting Date:** 12 June 2017

**From:** Interim Executive Director, Children Families and Adults Directorate

**Electoral division(s):** ALL

**Forward Plan ref:** n/a                      **Key Decision?** No

**Purpose:** To respond to the Children and Young People Committee's request for an update on the 0-19 Healthy Child Programme (HCP) and the work programme for this area, and the impact this is having through the Joint Commissioning Unit (JCU).

To note the links and interdependencies with the children's work streams.

**Recommendation:** The Committee is asked to:

- a) Support the work to date;
- b) Note the interdependencies with other transformation work streams under Children.

<b><i>Officer contact:</i></b>	
Name:	Janet Dullaghan
Post:	Head of Commissioning, Child Health and Well-Being
Email:	<a href="mailto:Janet.dullaghan@cambridgeshire.gov.uk">Janet.dullaghan@cambridgeshire.gov.uk</a>
Tel:	01733 863730

## **1. BACKGROUND AND PURPOSE**

- 1.1 The attached draft paper to the Health Committee on 0-19 Joint Commissioning of Children's Services (Appendix 1) is being presented to the Children and Young People Committee (CYP) for information and to ensure that the committee is aware of the work streams and links to the children's change programme.
- 1.2 This co-dependency with other work streams adds further to the impetus that the Healthy Child Programme 0 – 19 pathway meets the needs of children and young people equitably throughout the county, therefore particularly in areas of deprivation.
- To ensure a joined up core offer with Local Authority children's centres and family workers is designed and implemented (based on iThrive model) (Spring 2018)
  - Clear links and pathways in place within the 0 – 19 Healthy Child & Families Programme across Peterborough and Cambridgeshire
  - The project will support the integrated front door initiative providing ease of access to services, a streamlining services and appropriate signposting and onward referral
  - View towards creation of Dedicated Children's and Family Centres linked to a District Model
  - Coproduction with children and young people and their families
  - Development of innovative approaches to commissioning and delivering the 0 – 19 Healthy Child & Families model in line with 5 year forward view, for example Section 75, prime contracting models, joint procurement
  - To gather children, young people and their families' voices on the 0 – 19 Healthy Child & Families pathway coproduction, at baseline (Spring 2017) and after 2 years (Spring 2019) and 5 years (Autumn 2021); combining information gathering with that of other work streams, where appropriate

## **2 Alignment with the Children's Change Programme**

- 2.1 This 0-19 programme aligns with the Children's Change Programme (CCP) which will achieve the three corporate priorities identified under Section 3 below and includes the:
- Development of an integrated front door which will be the single point of contact for all notifications regarding safeguarding and early help. This will promote the wellbeing of children bringing together Multi-Agency Safeguarding Hub, the Early Help Hub and First Response.
  - The future shape and work of children's centres / family workers will also be developed as part of the CCP and within the wider system of services for young families including the Healthy Child Programme and the opportunities for enhanced community delivery of services.
  - Building on the existing Healthy Child Programme Framework to support collaborative work with a view towards creation of Dedicated Children's and Family Centres linked to a District Model.
  - Integrated delivery and ensuring services are appropriately accessed throughout the 0 – 19 age range.

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

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

It is proposed this work will achieve better outcomes for children to help them become healthy and productive adults, as well as making the required savings.

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

The development of a whole systems approach focussing on early identification and support will support children, young people and families to be more resilient with better outcomes

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

The 0-19 services currently focus on identifying and targeting vulnerable children and families

### **4. SIGNIFICANT IMPLICATIONS**

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

This programme will need to make savings for the next 2 years as identified through public health business planning processes, and the business planning processes of other organisations involved.

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

The joint commissioning unit is working with LGSS legal team, who will advise on the potential impact of future options.

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

A community impact assessment will be collated for any of the future changes or options considered

#### **4.4 *Engagement and Communication***

This work to date has involved children families and parent participation groups. There have also been several workshops with partners and stakeholders. There will be an engagement and communication programme for any future changes or options considered.

#### **4.5 *Are there any localism and local Member involvement issues***

Localism and local Member involvement issues would be considered for any future changes or options.

#### **4.6 *Public health implications***

The 0-19 joint commissioning of children's health services enables the commissioning and delivery of the relevant public health services (health visiting, school nursing, family nurse partnership) to be fully aligned with commissioning of other relevant children's services.

<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	n/a – information report
<b>Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?</b>	n/a – information report
<b>Are there any Equality and Diversity implications?</b>	These will be addressed through community impact assessment at the appropriate point Liz Robin
<b>Have any engagement and communication implications been cleared by Communications?</b>	n/a – information report
<b>Are there any Localism and Local Member involvement issues?</b>	Not at this point Liz Robin
<b>Have any Public Health implications been cleared by Public Health</b>	Yes Liz Robin

<b>Source Documents</b>	<b>Location</b>
<b><i>Service specifications for Health Visiting, School Nursing and Family Nurse Partnership</i></b>	<a href="http://cambridgeshireinsight.org.uk/health/groups/cyp/hwb">http://cambridgeshireinsight.org.uk/health/groups/cyp/hwb</a>
<b><i>Children and Young People's Outcomes Framework</i></b>	Public Health Directorate, Room 112, Shire Hall

**0-19 JOINT COMMISSIONING OF CHILDREN'S HEALTH AND WELLBEING SERVICES**

*To:* Health Committee

*Meeting Date:* 14 June 2017

*From:* Director of Public Health  
Interim Executive Director of Children, Families and Adult Services

*Electoral division(s):* ALL

*Forward Plan ref:*

*Purpose:* To respond to the Health Committee's request for a detailed update on the 0-19 Healthy Child Programme (HCP) and the work programme for this area, and the impact this is having through the Joint Commissioning Unit (JCU)

*Recommendation:* The Committee is asked to:

- Support the work to date
- Note the interdependencies with other transformation work streams

***Officer contact:***

Name:	Janet Dullaghan
Post:	Head of Commissioning, Child Health and Well-Being
Email:	<a href="mailto:Janet.dullaghan@cambridgeshire.gov.uk">Janet.dullaghan@cambridgeshire.gov.uk</a>
Tel:	01733 863730

# 1. BACKGROUND AND PURPOSE

1.1 The Commissioning of children's and young people's health and care services including the 0-19 service in Cambridgeshire and Peterborough is strategically managed by the Children's Health Joint Commissioning Unit (CHJCU). Membership of the CHJCU consists of senior commissioners from Cambridgeshire County Council (CCC) Peterborough City Council (PCC) and Cambridgeshire and Peterborough clinical commissioning group (CPCCG) The CHJCU was set up in September 2015 with the following vision.

***"That all children and families in Cambridgeshire and Peterborough have the right to be kept safe and healthy, have excellent health services, enjoy school, play and family, help to help themselves and are part of strong and inclusive networks of support."***

1.2 To fulfil this vision, the aim and outcomes for this joint approach to commissioning was to:

- Truly integrate health and care services
- Better outcomes for children and their families in Cambridgeshire and Peterborough
- High quality experiences when children and families access the service
- Investment in prevention and moving care to lower cost settings
- Where possible integrate and rationalise contracts for children
- Having the right service, in the right place, at the right time

1.3 It is driven by the understanding that better integration between different types of health and care services is universally accepted as the right direction of travel for meeting the changing and growing needs of the population. Recognising that fragmented and disjointed services and poor alignment of care and intervention can have a negative impact on children and families and lead to poor outcomes.

1.4 The role of the Children's Health Joint Commissioning Unit (CHJCU) involves bringing together a range of existing contracts across the three commissioning organisations which equates to 41 services and more than 20 contracts (see below) and total contract value exceeding £50m. It is acknowledged that delivering a project of this size and complexity needs careful planning and time required to ensure that the appropriate specifications drawn up as well as robust procurements routes confirmed.

CCG	CCC	PCC
Child and Adolescent Mental Health Services	Children's Occupational Therapy + Section 75	Community Breastfeeding Peer Support
Chronic Fatigue Syndrome & myalgic encephalomyelitis Service for children and Young People	Family Nurse Partnership (Cambs)	Children's Centre - Central Locality
Special School Nursing	Health Visiting (Cambs)	Children's Centres - South and NWR Locality
Children Looked After (CLA)	School Nursing + S75 (Cambs)	Connecting Mums
Children's Continuing Care	Bereavement Support for CYP	Family Voice / Pinpoint – parenting support



CCG	CCC	PCC
Children's physiotherapy and MSK	Youth Counselling Services	Family Nurse Partnership (P'boro)
Children's Dietetics	PHSE mental health PHSE Anti- bullying Mental health training for social care, school staff	Health Visiting (P'boro)
Children's Occupational Therapy Service	Vision Screening	Looked After Children Psychology Service
Community Children's Nursing Service	Children's Centres	Medical Advisor Service to Adoption and Fostering Services
Speech and Language Therapy (Children)	Short Breaks (residential)	School Nursing (P'boro) includes National Child Measuring Programme and Vision Screening
Community Paediatric Audiology	Looked after children Health Admin	Targeted (Tier 2) support in education settings
Community Paediatrics x 2 (Cambs & P'boro)		
Community Paediatrics, including Child Protection Clinics		
Paediatric Occupational Therapy Peterborough		
Paediatric Outpatients		
Safeguarding children and young people		

- 1.5 The 0 – 19 Healthy Child & Families Programme (0-19 HCP) is the foundation of Children and young people services (CYP) it is therefore essential that this core offer is robust, comprehensive and outcomes can be evidenced for young people and their families.

### Work to Date

- 1.6 Over the past 18 months work on the HCP has been mainly around getting a robust service specification and a core offer for Health visitors, School Nurses and a review of the family nurse partnership. This work has connected to other work stream such as maternity and emotional health and wellbeing, and the offer for early support and children's centres.

Public Health directorate staff work as an integral part of the CHJCU, and have supported the programme by ensuring the work is evidenced based with good key performance indicators for the HCP, developing a core outcomes framework for a future model for children's services, and providing the link to Health Committee governance of public health grant funded services included in the model. This work has involved children families and parent participation groups. There have also been several workshops with partners and stakeholders.

## 0-19 Work Going Forward

- 1.7 Over the past 18 months the children and families joint commissioning board have looked at opportunities to work closer together and join services when it has been beneficial for children and families to do so i.e. around Early Support, Emotional Health and Wellbeing Family Nurse partnership and Speech and Language Therapy.  
To build on this work it was felt that a county wide 0-19 programme board would be the most effective way for the organisations to work together as a system. This board had been in operation for the past 6 months.
- 1.8 There is also a need to consider the transformational work currently being designed under the Cambridgeshire and Peterborough Sustainability and Transformation Plan (STP). This is a national policy driven programme which aims to create resilient, affordable system wide services and implement new models of provision as described in the NHS Five -year forward view.
- 1.9 The STP maternity and children's work is organised into seven (including six other) work-streams, and has responsibility across the same geographical footprint as the CHJCU. The 0-19 programme will link to most of the areas and is the connecting cornerstone to the other work streams:
- Mental Health Support for Children: Health Visitors and School Nursing integration with Emotional Health & Wellbeing service providing an equitable, evidence based offer linked to outcomes; provision of a robust offer to teenage parents including from the Family Nurse Partnership (FNP) and from Health Visitors, where FNP threshold is not attained.
  - Specialist Disability: Robust Early Help Service, Neurodisability, Speech & Language Therapy drop ins
  - Perinatal Care: Joining up pathways with midwifery services.
  - Specific Disease Pathways: Early provision of information and knowledge e.g asthma and incontinence
  - Urgent Care: Increasing self-efficacy of families through sharing of information and knowledge
  - Maternity by ensuring midwives are a core part of the 0-19 offer and work in partnership to identify and support vulnerable women, children and families.
- 1.10 This co-dependency with other work streams adds further to the impetus that the Healthy Child Programme 0 – 19 pathway meets the needs of children and young people equitably throughout the county, therefore particularly in areas of deprivation.
- To ensure a joined up core offer with Local Authority children's centres and family workers is designed and implemented (based on iThrive model) (Spring 2018)
  - Clear links and pathways in place within the 0 – 19 Healthy Child & Families Programme across Peterborough and Cambridgeshire
  - The project will support the integrated front door initiative providing ease of access to services, a streamlining of services and appropriate signposting and onward referral
  - View towards creation of Dedicated Children's and Family Centres linked to a District Model
  - Coproduction with CYP and their families

- Development of innovative approaches to commissioning and delivering the 0 – 19 Healthy Child & Families model in line with 5 year forward view, for example Section 75, prime contracting models, joint procurement
- To gather children, young people and their families' voices on the 0 – 19 Healthy Child & Families pathway coproduction, at baseline (Spring 2017) and after 2 years (Spring 2019) and 5 years (Autumn 2021); combining information gathering with that of other work streams, where appropriate
- Alignment with all other relevant projects within the programme.

## **2. THE CAMBRIDGESHIRE & PETERBOROUGH 0-19 PROGRAMME BOARD**

- 2.1 It was proposed and agreed by the CHJCU that a county wide 0-19 programme board should be established to oversee this stream of work with the following membership:
- Janet Dullaghan CHJCU (CCC & PCC) Head of commissioning child health and well-being (chair of 0-19 Programme board)
  - Christine Richardson CHJCU children and young people transformation director
  - John Peberdy Service director children and young people's services Cambridgeshire Community Services NHS Trust (CCS)
  - Jo Sollars CCC Head of Family work early help
  - Theresa Leavy CCC Interim service director children's social care
  - Nick White CPFT Associate director of operations Cambridge and Peterborough Foundation Trust (CPFT)
  - Pam Setterfield CHJCU Commissioning Manager CHJCU
  - Leesa Murray CHJCU project Support
  - Dr Raj Lakshman, CCC and PCC public health specialist
  - Finance (to be agreed)
  - Lee Miller Head of transformation children's and maternity services (CHJCU)

### **Alignment with the Children's Change Programme**

- 2.2 This 0-19 programme aligns with the Children's Change Programme (CCP) which will achieve the following 3 corporate priorities and includes the:
- Development of an integrated front door which will be the single point of contact for all notifications regarding safeguarding and early help. This will promote the wellbeing of children bringing together Multi-Agency Safeguarding Hub, the Early Help Hub and First Response.
  - The future shape and work of children's centres / family workers will also be developed as part of the CCP and within the wider system of services for young families including the Healthy Child Programme and the opportunities for enhanced community delivery of services.
  - Building on the existing Healthy Child Programme Framework to support collaborative work with a view towards creation of Dedicated Children's and Family Centres linked to a District Model.
  - Integrated delivery and ensuring services are appropriately accessed throughout the 0 – 19 age range.

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

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

It is proposed this work will achieve better outcomes for children to help them become healthy and productive adults, as well as making the required savings.

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

The development of a whole systems approach focussing on early identification and support will support children, young people and families to be more resilient with better outcomes

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

The 0-19 services currently focus on identifying and targeting vulnerable children and families

### **4. SIGNIFICANT IMPLICATIONS**

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

This programme will need to make savings for the next 2 years as identified through public health business planning processes, and the business planning processes of other organisations involved.

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

The joint commissioning unit is working with LGSS legal team, who will advise on the potential impact of future options.

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

A community impact assessment will be collated for any of the future changes or options considered

#### **4.4 *Engagement and Communication***

This work to date has involved children families and parent participation groups. There have also been several workshops with partners and stakeholders. There will be an engagement and communication programme for any future changes or options considered.

#### **4.5 *Are there any localism and local Member involvement issues***

Localism and local Member involvement issues would be considered for any future changes or options.

#### **4.6 *Public health implications***

The 0-19 joint commissioning of children's health services enables the commissioning and delivery of the relevant public health services (health visiting, school nursing, family nurse partnership) to be fully aligned with commissioning of other relevant children's services.

<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	Yes Clare Andrews
<b>Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?</b>	Yes 31 May 2017 Catherine Wilson
<b>Are there any Equality and Diversity implications?</b>	These will be addressed through community impact assessment at the appropriate point Liz Robin
<b>Have any engagement and communication implications been cleared by Communications?</b>	Yes Christine Birchall
<b>Are there any Localism and Local Member involvement issues?</b>	Not at this point Liz Robin
<b>Have any Public Health implications been cleared by Public Health</b>	Yes Liz Robin

<b>Source Documents</b>	<b>Location</b>
<b><i>The Health and Wellbeing of Children and Young People in Cambridgeshire and Peterborough</i></b>	<a href="http://cambridgeshireinsight.org.uk/health/groups/cyp/hwb">http://cambridgeshireinsight.org.uk/health/groups/cyp/hwb</a>
<b><i>Service specifications for Health Visiting, School Nursing and Family Nurse Partnership</i></b>	Public Health Directorate, Room 112, Shire Hall
<b><i>Children and Young People's Outcomes Framework</i></b>	Public Health Directorate, Room 112, Shire Hall

