

**Agenda for a meeting of the Children's Services Overview and Scrutiny Committee to be held on Wednesday, 27 September 2017 at 4.30 pm in Ernest Saville Room - City Hall, Bradford**

**Members of the Committee – Councillors**

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT AND INDEPENDENT	INDEPENDENT
D Smith M Pollard	Engel Mullaney Peart Shaheen Tait	Ward	Sajawal

**Alternates:**

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT AND INDEPENDENT
Rickard Riaz	Akhtar Bacon Abid Hussain Thirkill	J Sunderland

VOTING CO-OPTED MEMBERS:

Sidiq Ali	Parent Governor Representative
Claire Parr	Church Representative (RC)
Joyce Simpson	Church Representative (CE)
Gull Hussain	Parent Governor Representative

NON VOTING CO-OPTED MEMBERS

Kerr Kennedy	Voluntary Sector Representative
Stephen Pickles	Teachers Primary Schools Representative
Tom Bright	Teachers Secondary School Representative
Irene Docherty	Teachers Special School Representative
Tina Wildy	Health Representative

**Notes:**

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.

If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

**From:**

Parveen Akhtar  
City Solicitor

**To:**

Agenda Contact: Fatima Butt / Jill Bell  
Phone: 01274 432227/434580

E-Mail: fatima.butt@bradford.gov.uk / jill.bell@bradford.gov.uk

## **A. PROCEDURAL ITEMS**

### **1. ALTERNATE MEMBERS (Standing Order 34)**

The City Solicitor will report the names of alternate Members who are attending the meeting in place of appointed Members.

### **2. DISCLOSURES OF INTEREST**

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

*Notes:*

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) Officers must disclose interests in accordance with Council Standing Order 44.*

### **3. MINUTES**

**Recommended –**

**That the minutes of the meeting held on 26 July 2017 be signed as a correct record (previously circulated).**

(Jill Bell – 01274 434580)

#### 4. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Jill Bell - 01274 434580)

#### 5. REFERRALS TO THE OVERVIEW AND SCRUTINY COMMITTEE

The following referrals have been made to this Committee up to and including the date of publication of this agenda.

The Committee is asked to note the referrals listed above and decide how it wishes to proceed, for example by incorporating the item into the work programme, requesting that it be subject to more detailed examination, or refer it to an appropriate Working Group/Committee.

### B. OVERVIEW AND SCRUTINY ACTIVITIES

#### 6. YOUNG CARERS

1 - 30

The report of the Director of Children's Services (**Document "E"**) provides an annual update on plans to meet the needs of Young Carers, within the Bradford District, following the implementation of the Memorandum of Understanding 2010, refreshed in Feb 2014, and previous annual reports presented.

**Recommended -**

**That the Committee comment on the service provision.**

(Cath Dew – 01274 437949)

#### 7. PROGRESS OF THE FOSTERING SERVICE

31 - 42

The Director of Children's Services will present a report (**Document "F"**) that provides an update on the progress of the fostering service noting the positive direction of travel.

**Recommended -**

**That progress on the implementation of the action plan for the Fostering Service be noted.**

(Jim Hopkinson – 01274 432904)

**8. SCHOOLS FORUM UPDATE**

43 - 58

The Director of children's Services will present an update on the work of the Schools Forum (**Document "G"**). The last update was presented to the Committee on 11 April 2017. The Schools Forum has met twice since on 5 July and 20 September 2017. The decisions lists from these meetings are attached at Appendix 1 and Appendix 2 (TO FOLLOW).

**Recommended –**

**That the information provided in this update be considered and noted.**

(Andrew Redding - 01274 432678)

**9. CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2017-18**

59 - 64

The report of the Chair of Children's Services Overview and Scrutiny Committee (**Document "H"**) presents the Committee's Work Programme 2017-18.

**Recommended -**

**That the Work Programme continues to be regularly reviewed during the year.**

(Licia Woodhead – 01274 432119)



## **Report of the Director of Children's Services to the Children's Overview and Scrutiny Committee to be held on 27<sup>th</sup> September 2017**

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**E**

**Subject: Young Carers**

### **Summary statement:**

This report provides an annual update on plans to meet the needs of Young Carers, within the Bradford District, following the implementation of the Memorandum of Understanding 2010, refreshed in Feb 2014, and previous annual reports presented.

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Michael Jameson  
Strategic Director  
Children's Services

**Portfolio:**

**Heath & Social Care**

Report Contact : Cath Dew  
Service Manager – Targeted Early  
Help  
Phone: (01274) 437949  
E-mail: [cath.dew@bradford.gov.uk](mailto:cath.dew@bradford.gov.uk)

**Overview & Scrutiny Area:**

**Children's Services**

## 1. Summary

- 1.1 This report provides an update on the needs of Young Carers following the implementation of the Children and Families Act 2014, Care Act 2014 and the Local Memorandum of Understanding (MOU) 2010, refreshed 2014. It updates the previous annual report presented on the 26th July 2016.
- 1.2 A Young Carers Service is a commissioned service in relation to the Council's statutory duty to provide an assessment for Young Carers and this report demonstrates the effectiveness of this service. The current provider is Barnardo's.
- 1.3 Progress has been made with Adult Services via the 'care pathway' with Bradford District Care Foundation Trust, GPs and Primary and Secondary Schools.

## 2. Background

- 2.1 The 2010 Local Memorandum of Understanding (discussed previously) has been updated to include the good practise detailed within the paper 'No wrong doors' April 2015.
- 2.2 The Memorandum is a clear Joint Statement of Intent and Vision stating that;

***“Children and young people will be protected from inappropriate caring and have the support they need to learn, develop and thrive; to enjoy positive childhoods and to achieve their full potential and fulfils the duty to participate as laid out in the Raising Participation Age duty.”***

- 2.3 The Children and Families Act 2014 states that “young carer” means:  
'A person under 18 years of age who carries out caring tasks and assumes a level of responsibility for another person which would normally be carried out by an adult'

This is taken to include children and young people under 18 who provide regular and on-going care to a family member usually because that family member has significant unmet care needs arising from disabilities, mental health needs or substance misuse. That care can involve:

- Emotional support -
- Taking responsibility – giving medication, looking after siblings, paying bills
- Physical Care - personal care, helping someone to dress or move around, cooking, cleaning

The term Young Carer does not apply to the everyday and occasional help around the home that may often be expected of or given by children in a family. A Young Carer becomes vulnerable when the level of care-giving and responsibility to the person in need of care becomes excessive or inappropriate for the child.

- 2.4 The Vision's overriding priority is prevention, ensuring Young Carers are actively protected from excessive or inappropriate caring and parenting roles are supported. The Memorandum also supports the new duties placed on Authorities via the

Children and Families Act 2014 and the Care Act 2014.

- 2.5 It was agreed in July 2014 that the monitoring and oversight of the Memorandum of Understanding would be undertaken by the Children's Trust Board with annual reports to Children's Overview and Scrutiny and Health and Social Care Overview and Scrutiny for information.

### **3. Report issues**

- 3.1 Work has been undertaken with a wider partnership, as detailed in the last report July 2016, to help identify and support Young Carers across the District.
- 3.2 Training on Young Carers has been delivered at GP Events and information has been distributed across GP practices. Referrals directly from GPs still only account for less than 1% of referrals to the service. This is disappointing as G.P.'s will have the information about the adults who need caring for and will know whether that household has a child/young person.
- 3.3 The Service for Young Carers hoped that G.P.'s would be able to flag families on their database System One, so that we can ensure that the right young people are getting support at the right time. The service will continue to work with CCG's and school nurses to enlighten G.P.'s to the benefits of the Young Carers Service. The Service would hope to see that the number of referrals from school nurses reflects the engagement of the G.P.'s.
- 3.4 Work with primary schools is underway with good results. In the first phase 109 primary schools now have a named member of staff for Young Carers and 40 primary schools have received training. Plans are in place to seek to ensure 100% of primary schools have a Young Carers lead and have received training.
- 3.5 The Young Carers Service has previously engaged, with support from Overview and Scrutiny, Governors from secondary schools, at this moment in time the primary schools are working well with the Service but Governors of primary schools will be offered training and 'awareness raising' of Young Carers.
- 3.6 The links between Young Carers Service and the Adult Services commissioned Carers Resource have worked well to provide older young carers a good transition to adult services, should they wish this support to continue. External funding to support this work through Carers Resource has now ended but the pathway that has been established will ensure Young Carers who transition to adults will be provided with a 'handover' to adult services should they need this.
- 3.7 There has been an increase in the referrals from Adults Services at Bradford District Care Trust as a result of the Young Carers Pathway that was introduced. Development of an equivalent pathway is now taking place with Adult Social Care.
- 3.8 The Memorandum of Understanding is currently being refreshed and we will then seek to agree for a further three years between Children's Services, Adult Services and Health partners.
- 3.7 As part of the implementation of required budget reductions in Children's Services,

the service for Young Carers received a 10% reduction in funding for 2017/18. Despite this the service continues to perform well against outcome targets and delivery expectations. In 2016/17 the numbers worked with exceeded expectations and good outcomes for young carers were delivered. (See Appendix 1)

- 3.8 The service for Young Carers will be subject to a review and new commissioning process from April 2018.

#### **4. Options**

There are no options for consideration presented as this is a statutory duty for the Council and its partners and part of the annual programme of work for the scrutiny committee.

#### **5. Contribution to Corporate Priorities**

The work undertaken by the providers and partners in relation to Young Carers, contributes to the Council priorities by ensuring: Young Carers are safe; that they are supported to achieve the best outcomes they can in relation to their education; and their emotional well being is monitored with support offered as and when needed.

#### **6. Recommendations**

To comment on the service provision.

#### **7. Background Documents**

Young Carers Memorandum of Understanding 2017

#### **8. Not for Publication documents**

None

#### **9. Appendices**

Appendix 1 - Bradford Young Carers Service Update August 2017.



**Bradford Young Carers Service Update Report September 2017**

The service provides direct support to young carers up to 18 years old and their families.

The service offers a whole family approach in its delivery although the primary focus is on the young carer. Assessments are completed with both the child (young carer) and the parent. Reviews are completed at least every 3 months. The service uses an outcome based approach with clear dialogue with young carer/parent regarding progress towards agreed outcomes.

All young carers have a dedicated caseworker.

The support package can include –

TIME LIMITED GROUP WORK – focus groups such as mental health, hidden harm running for on average a 6 week period.

INDIVIDUAL SUPPORT – specific purpose i.e. understanding illness/disability cared for, anger management, self-esteem work etc.

EDUCATION SUPPORT – advocating for young carer regarding any educational difficulties, supporting young carers transitioning, support to think about progression/aspirations etc.

FAMILY SUPPORT – support to resolve family tensions/dynamics. Ensuring caring responsibilities are fair and distributed amongst family fairly, support with benefits, ensuring family in receipt of entitled grants/equipment etc.

PARENTING SUPPORT – one to one work with parents does happen to negotiate a reduction in pressure on the young carer or to support the parent to access entitled and appropriate support for themselves.

SIGNPOSTING AND ADVOCACY – Young carers and their families are supported to access appropriate support. Referrals to other agencies such as counselling, benefit advice, local activities etc.

PROMOTING IDENTIFICATION AND SUPPORT – Identification of young carers can present a significant challenge particularly when the young carer is caring for a parent with a mental health and/or substance misuse issue.

## Appendix 1

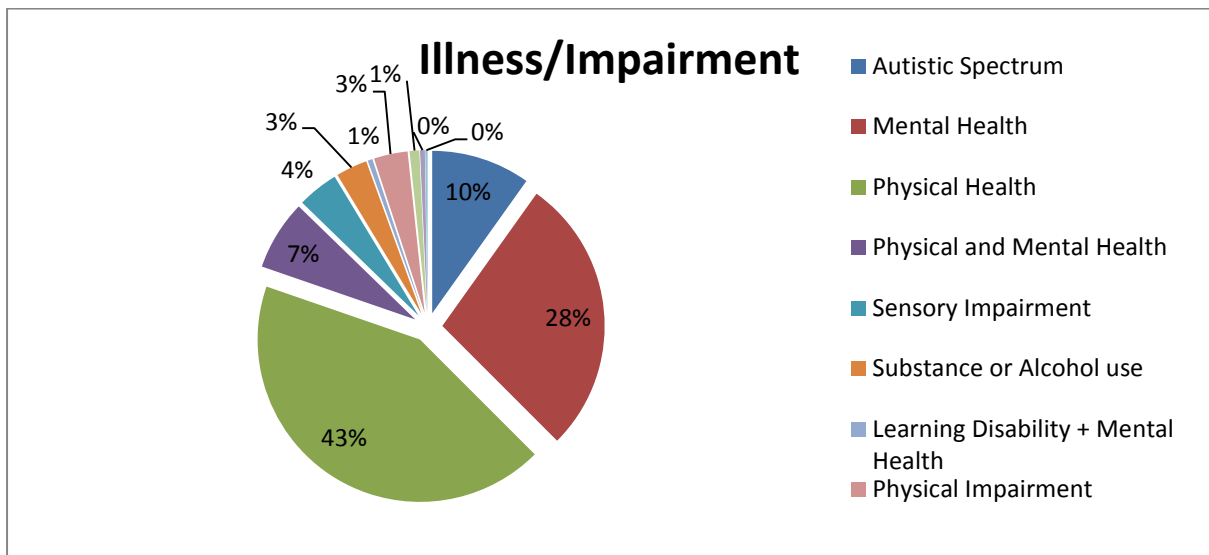
**The information contained within the graphs start from the right and move clockwise in relation to the percentages and colours. For example the first Graph 1.1 – Person being cared for is: Autistic Spectrum is blue and 10%.**

### 1. Outputs and Profiles

The service worked with 306 young carers over the period of 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017. This is an increase from 256 children and young people being supported in 2015/16

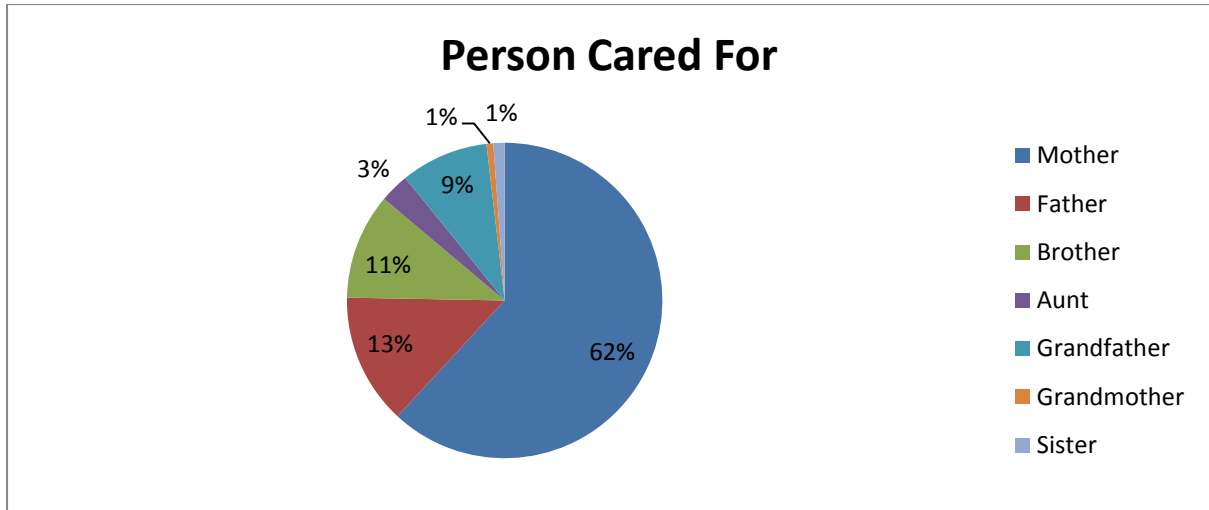
The service also worked with 92 parents

#### 1.1 Person Being Cared for profile



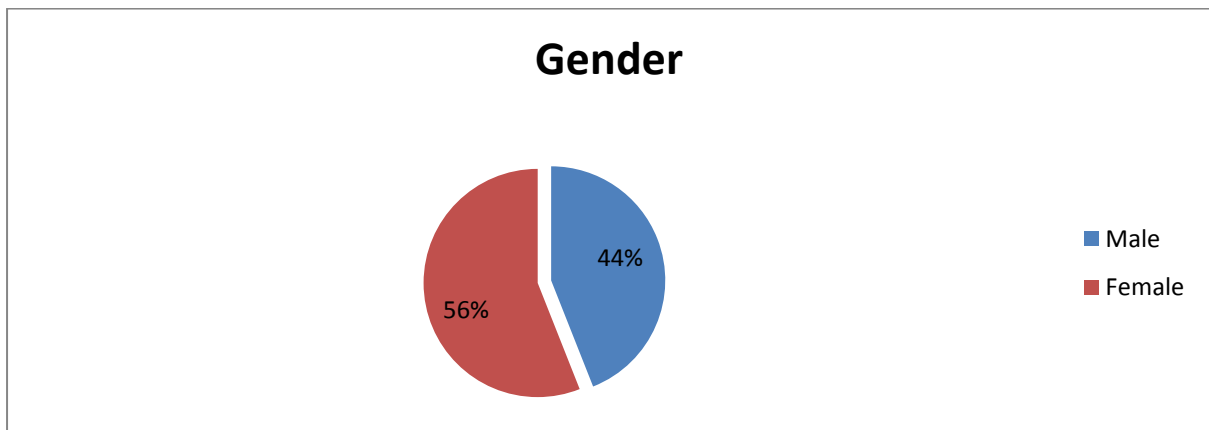
Although some of the categories only differ slightly from last year there has been an increase in physical health/impairment being the reason the person is being cared for.

## Appendix 1

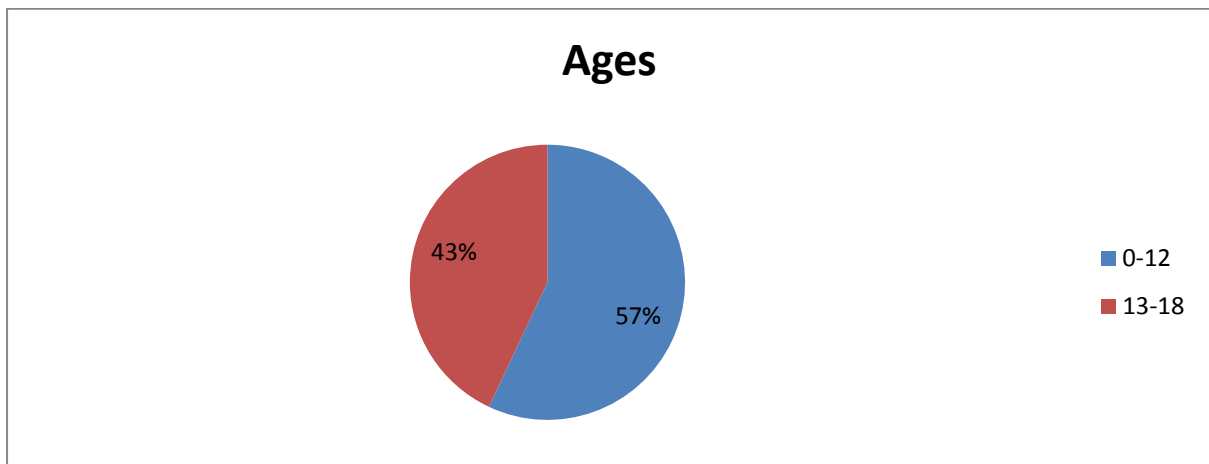


There has been a percentage decrease in the mothers being cared for from 75% in 2015/16 to 62% in 2016/17. The percentage of fathers being cared for has doubled rising from 6% to 13%. Aunt and Grandmother are additions in this year as persons being cared for.

### 1.2 Young Carer profile

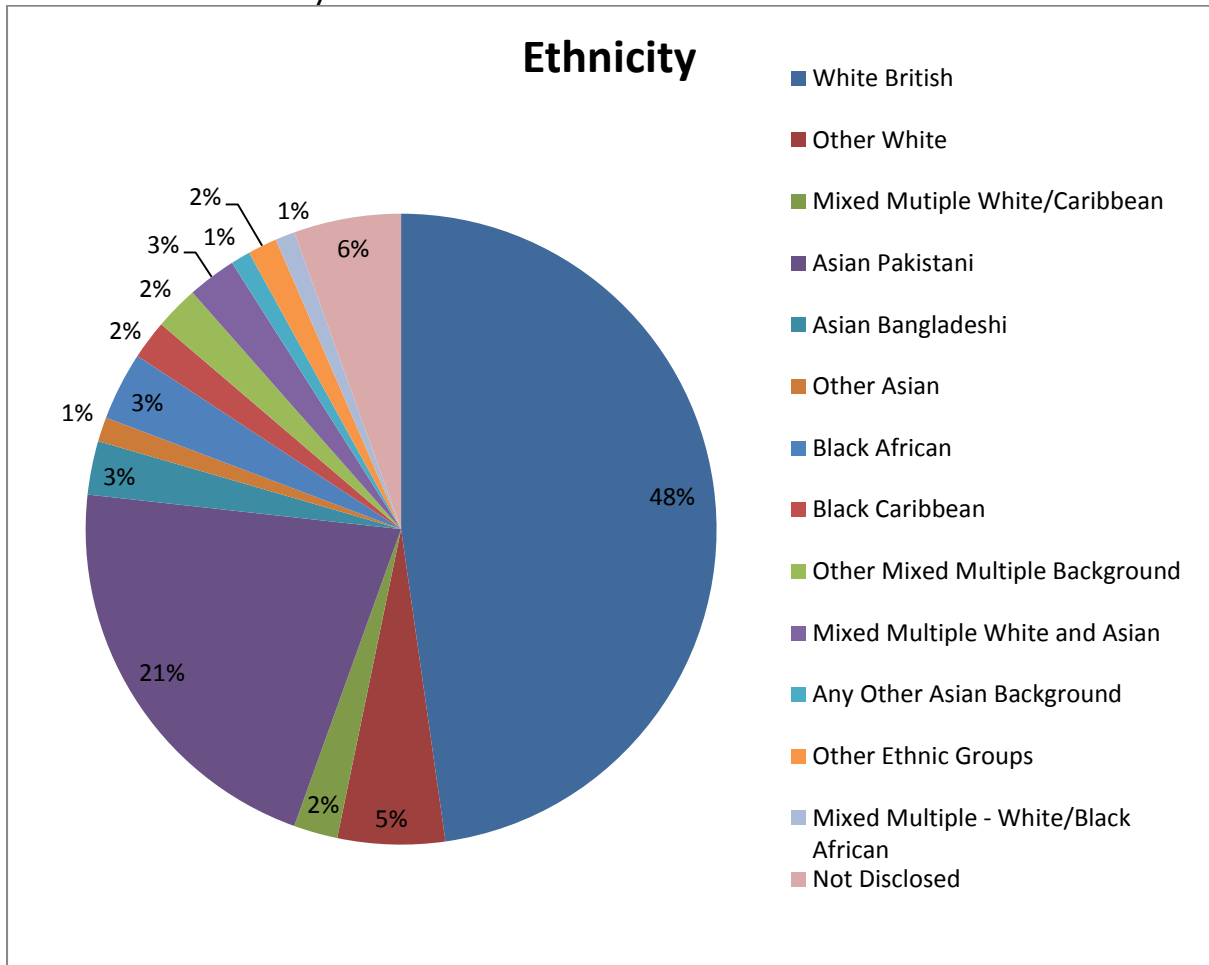


There is no significant difference in the percentages of each gender caring between 2015/16 and 2017/18



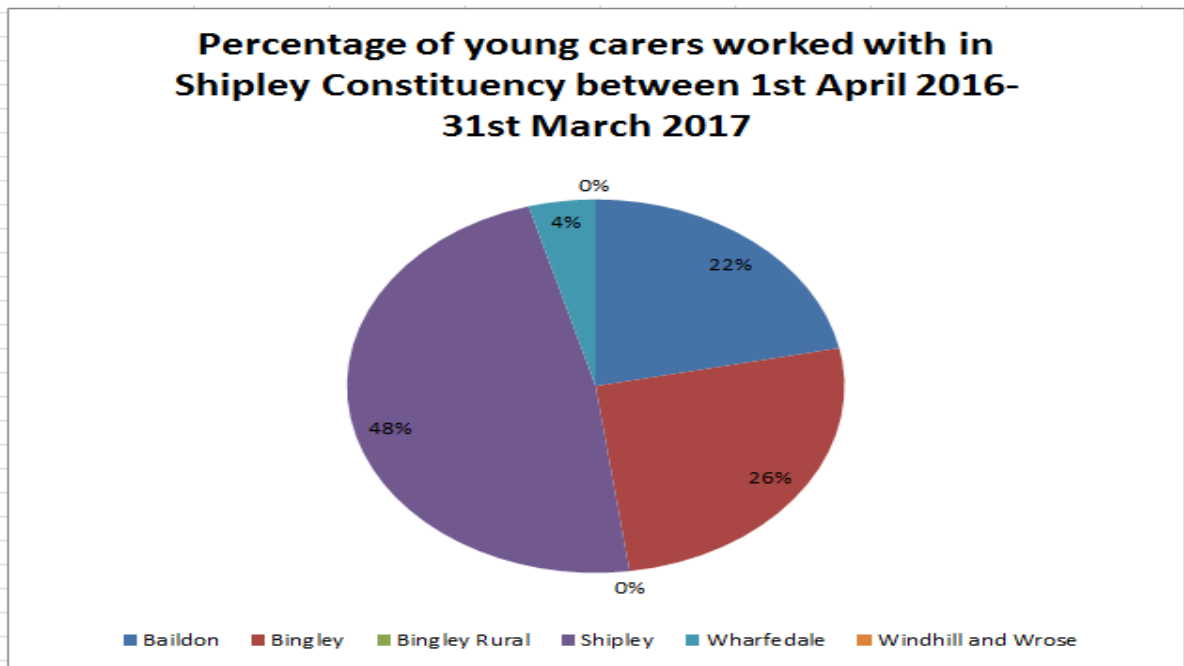
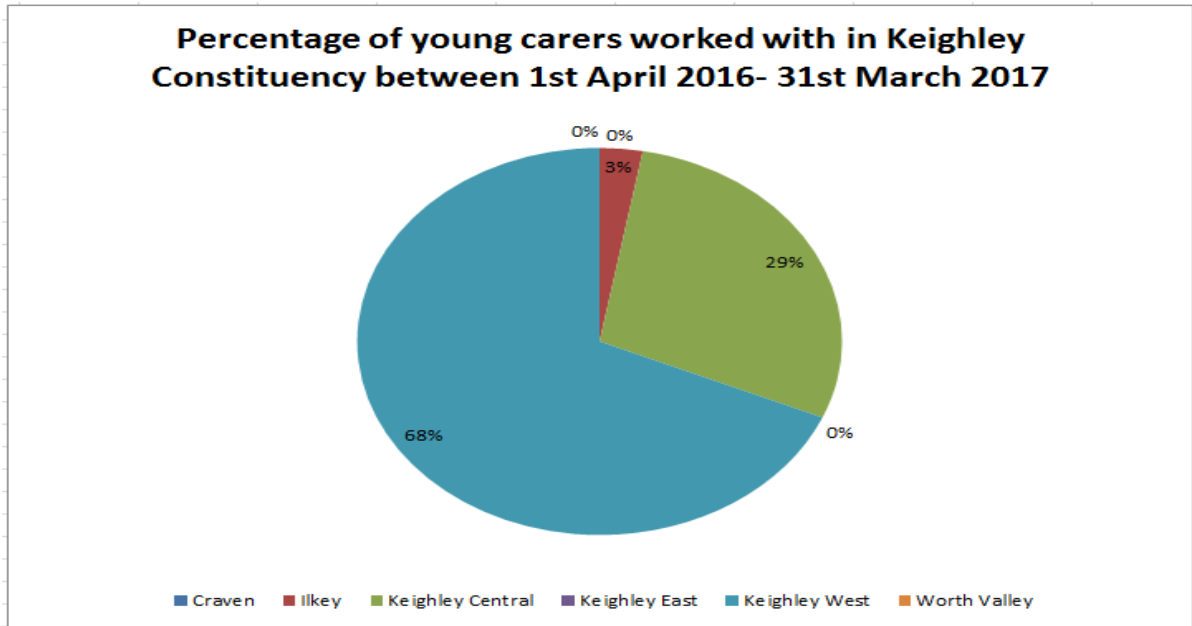
## Appendix 1

This graph shows the breakdown for age from the Young Carers Service. The way that the information is shown details 0-12yrs, as this is the how Barnardos collect their data. Kerry McKenna will be able to explain the breakdown and why the data is detailed thus.

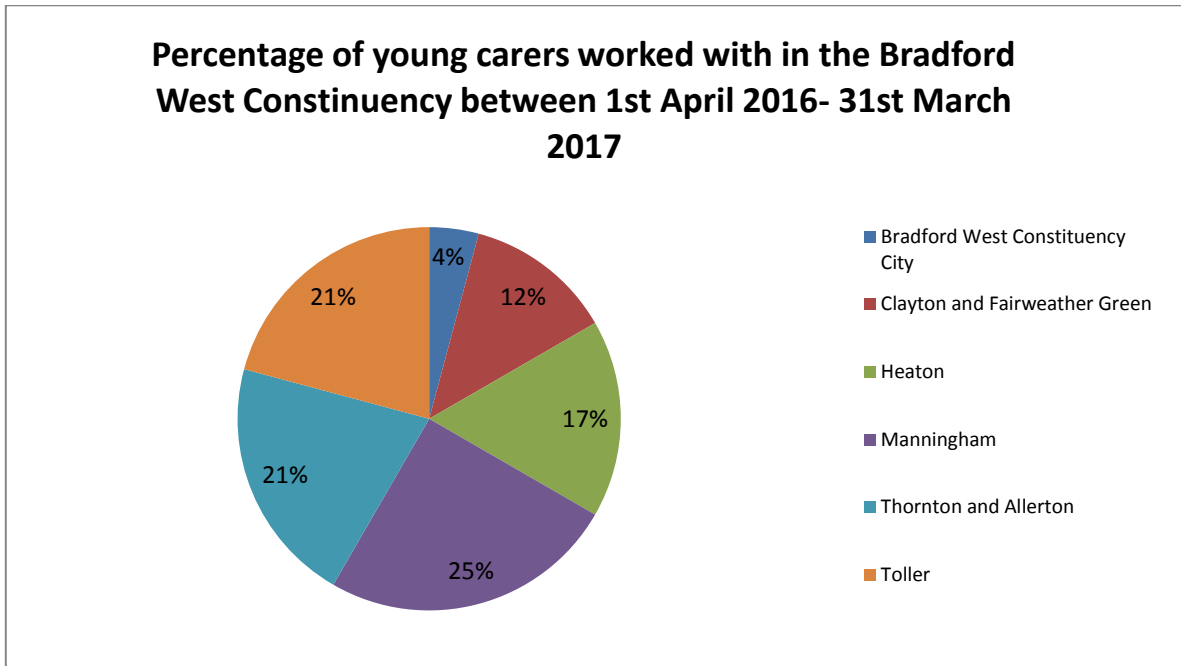
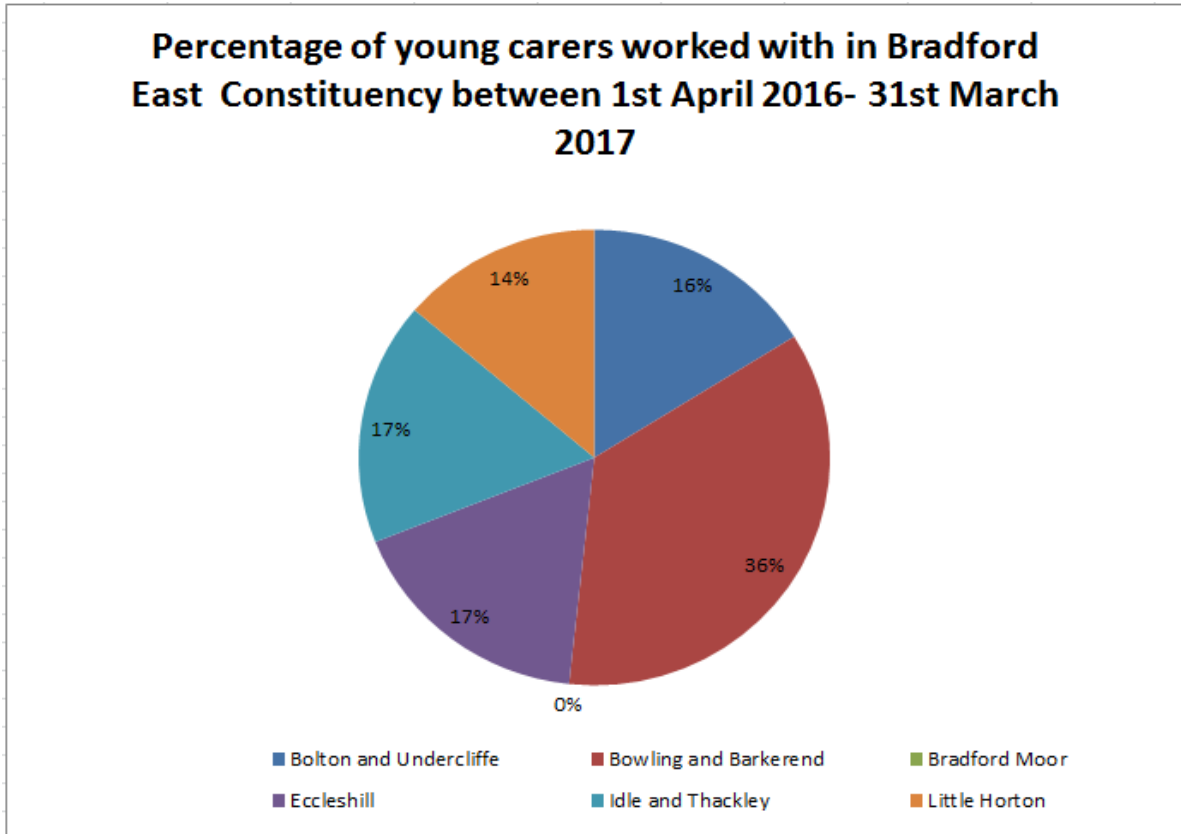


There is a reduction in the ethnicity of young carers that are identifying as White British from 56% to 48% and a reduction in those identifying as Asian Pakistani from 24 to 21%. However there has been an increase of those who have not disclosed ethnicity from 0 to 6%. There have been small increases in the reported ethnicities of Other White, Asian Bangladeshi, Black African, Black Caribbean, Other Mixed Multiple Background, and Mixed Multiple White.

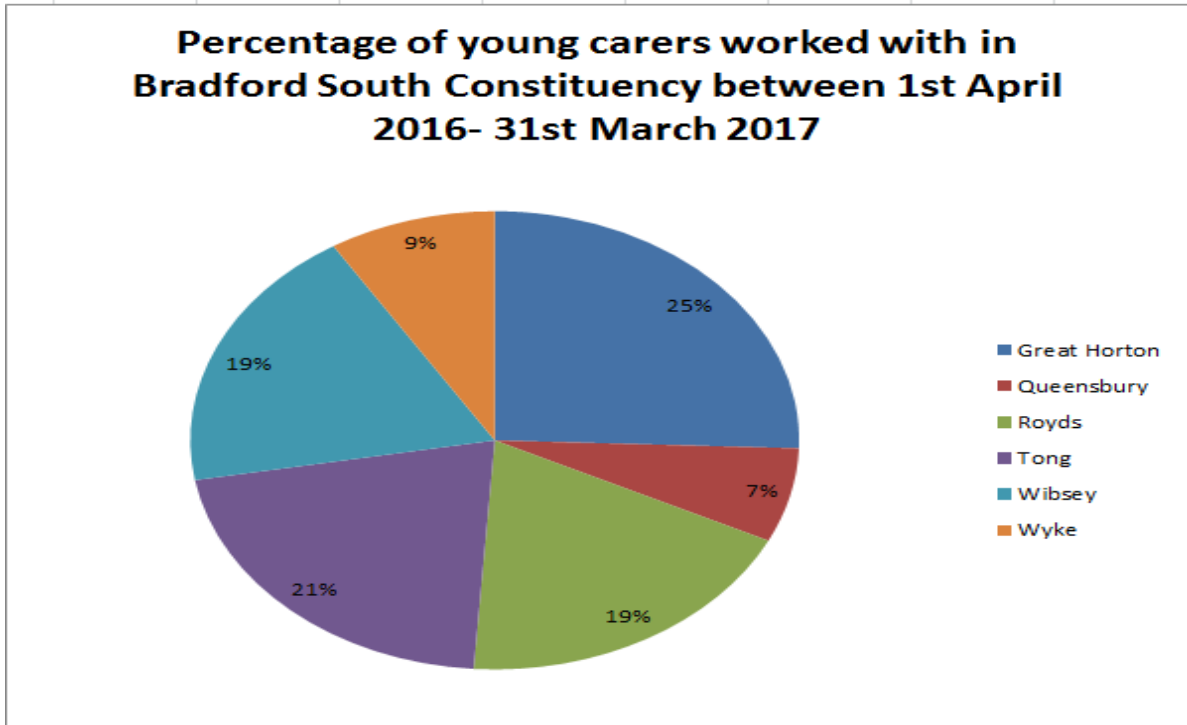
Appendix 1



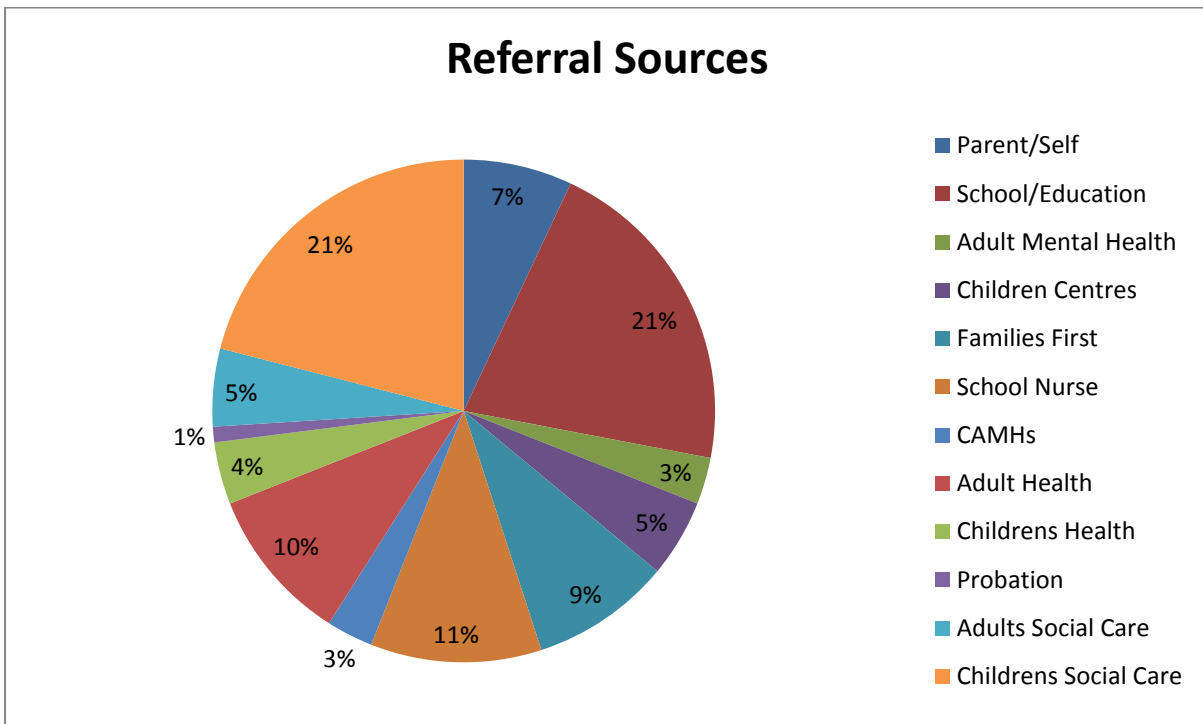
Appendix 1



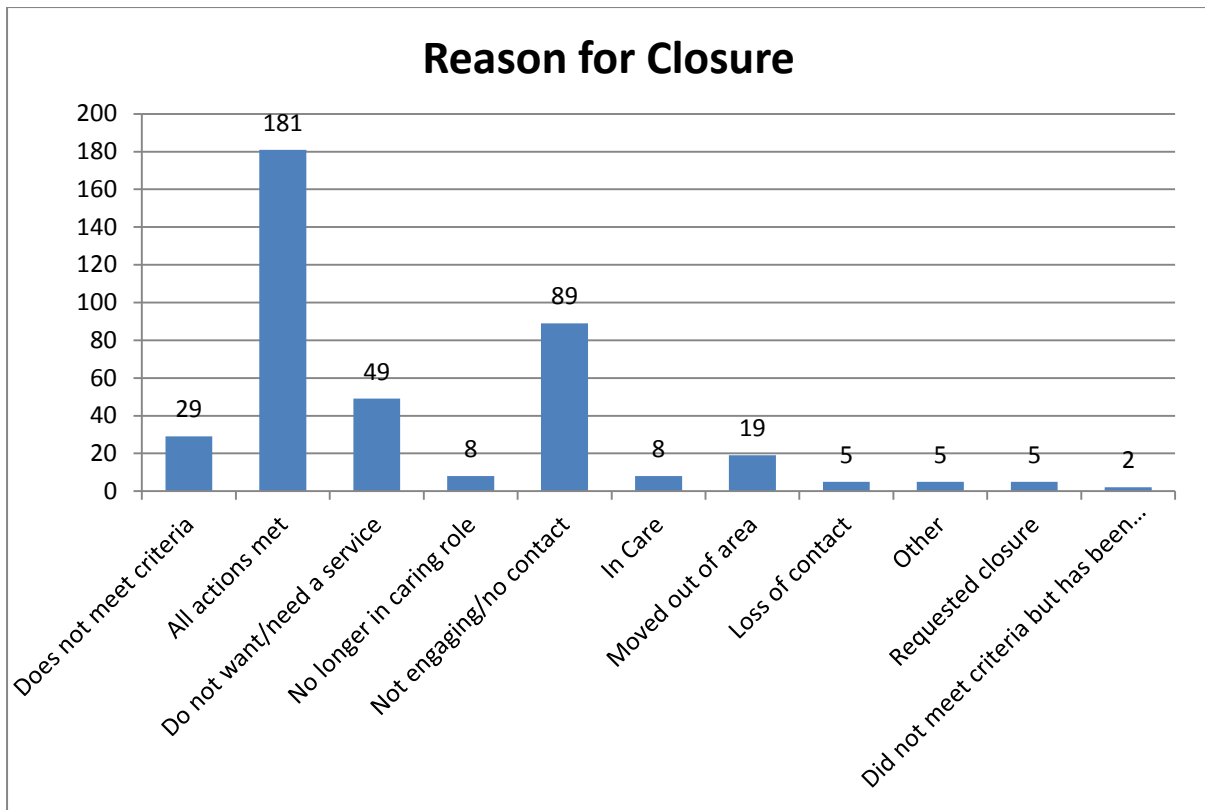
Appendix 1



**1.3 Referrals and Closures**



## Appendix 1



Where a service is not given this can be for a number of reasons: it may be that the young person feels they have caring responsibilities that are commensurate with household duties of every other child. When a child's caring responsibilities becomes beyond that of normal care and into excessive care, the Young Carers service would, if necessary, refer to Children's Social Care if the issues were causing significant harm or may cause significant harm. The Young Carers service would also refer to Targeted Early Help if they felt the family needed more support than they as a single agency could manage.

## 2. Outcomes

### **Outcome 1: reduced impact of caring**

78% of all closures identifying this outcome report reduced impact of caring against target of 60%

### **Outcome 2: improved social life/friendships**

60% of all closures identifying this outcome report improved social life/friendships against a target of 60%

### **Outcome 3: improved family relationship**

61% of all closures identifying this outcome report improved family relationships against a target of 60%

### **Outcome 4: improvements at school/college**

60% of all closures identifying this outcome report improvements at school/college against a target of 60%



Appendix 1**Outcome 5: feel able to contribute to planning and decision making and have influence on what happens to them**

74% of all closures identifying this outcome report feeling able to contribute to planning and decision making and have an influence on what happens to them against a target of 60%.

**Outcome 6: increased confidence and resilience**

72% of all closures identifying this outcome report increased confidence and resilience against a target of 70%

**Outcome 7: overall satisfaction with the service**

92% of all closures report satisfaction with the service against a target of 70%

**3. Key Developments**

- Trained professionals to improve early identification and support of Young Carers including District Nurses, Family Action and through delivering Children's Safeguarding Multi Agency Training
- Training and events undertaken with GPs
- All Secondary Schools now have a named member of staff for Young Carers. 32 Secondary Schools have undertaken training
- 109 Primary Schools have a named member of staff for Young Carers, 40 Primary Schools have currently undertaken training. Further training is planned for the forthcoming academic year.
- Successful in grant bid to Morrison's to provide updated resource pack for schools
- Developed partnership with Early Help
- Development of new model of delivery to ensure efficient and effective delivery to service users to be implemented from Sept 17
- Young Carers pathway for Bradford District Care Foundation Trust is now embedded
- Further development of a Young Carers pathway with Council Adult Services

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# **Working Together to Support Young Carers**

**A Local Memorandum of Understanding between  
Strategic Directors for  
Children's and Young Peoples Services and  
Adult and Community Services**

**Bradford Metropolitan District Council**

**August 2017**

## **Joint Statement of Intent**

Young carers tell us that they value their caring roles and are often proud of the contribution they are able to make in their families. We are committed to working together locally to ensure that we address the Strategy for Carers (2008) clear and challenging vision for young carers.

***“Children and young people will be protected from inappropriate caring and have the support they need to learn, develop and thrive; to enjoy positive childhoods and to achieve their full potential and fulfils the duty to participate as laid out in the Raising Participation Age duty.”***

The vision’s priority remains to ensure that young carers are protected from excessive or inappropriate caring roles and parents and guardians are properly supported to undertake their role as parents. This vision was central to the preparation and content of the first joint Memorandum of Understanding signed in 2010

This updated memorandum reflects the joint working that currently takes place across Children’s Services and Adult and Community Services. It sets out our shared understanding of the issues facing young carers and our views on how we can deliver integrated support for families that will result in better protection from harm and improved outcomes for young carers.

It remains our joint intention to ensure that all children do not undertake inappropriate caring roles and that effective care and support is provided for siblings, parents and other family members who need it. We will strive to achieve this within the resources available to us and in line with national and local policies, priorities and guidance.

## **Key Aims and Outcomes**

Our main aim is to promote and improve the health and well-being of young carers and their families. We will achieve this by seeking to identify and protect children and young people from excessive and inappropriate caring roles and by preventing the continuation of this activity through working positively with children, young people and their families

Building on the following lead practice guidance ***Key Principles of Practice (Young Carers)*** and within the outcome frameworks provided by ***Putting People First (2013)***: Where a parent or another family member has care or welfare needs arising from physical or mental illness, substance misuse, or disability we will work together and with our partners in health and carers organisations to ensure that:

- There are no “wrong doors” and that young carers are identified, assessed and their families are supported in ways that prevent children and young people undertaking inappropriate levels of responsibility for care, regardless of which service or organisation is contacted in the first instance

- Risks to independence, safety and welfare are recognised and responded to in line with the national guidance ***“Working Together to Safeguard Children” (2015) and the principles agreed by Bradford Children’s Trust to underpin the Districts Families First programme.***
- Earlier, better integrated and effective responses to young carers and their families is actively promoted through the use of the ***“Whole family pathway”*** approach to assessment and support which will remain available to young people during the transition to adulthood.
- Children and young people are protected from undertaking excessive or inappropriate caring roles, further inappropriate caring is prevented, emotional support is available where needed, and parents, guardians and families feel supported in their parenting role
- No care or support package for a parent or sibling relies on excessive or inappropriate caring being undertaken by a young carer to make it sustainable
- Young carers have the same access to impartial careers information advice and guidance opportunities as their peers and can access a range of options that will help them to participate in educational and training to ensure they meet the duty to participate until their 18<sup>th</sup> birthday and go forward to achieve their full potential in adult life.
- Recognition and participation of young carers and their families to inform and shape what we do and how we develop services that promote greater choice and control which will help prevent the emergence of inappropriate caring roles among children and young people.

### **Young Carers: A Shared Understanding**

The Children and Families Act 2014 states that: “young carer” means a person under 18 years of age who carries out caring tasks and assumes a level of responsibility for another person which would normally be carried out by an adult.’

Under the terms of our original Memorandum of Understanding, we continue to agree that the term “young carer” should be taken to include children and young people under 18 who provide regular and ongoing care and emotional support to a family member who is physically or mentally ill, disabled or misuses substances.

The term does not apply to the everyday and occasional help around the home that may often be expected of or given by children in families. We agree that the key features that may indicate inappropriate levels of caring by a child or young person are that the caring responsibilities persist over time and are important in maintaining the health, safety or day to day well-being of the person cared for and/or the wider family. We also recognise the need to take into account the age of the young carer and have regard for the extent

to which the young carer is participating in or wishes to participate in education, training or recreation, and the extent to which the young carer works or wishes to work.

We will continue to work together to develop a shared and more detailed understanding of the different types and levels of caring in our area. Our main focus, however, will be to ensure we develop better ways of identifying where caring by children is taking place, where risks are becoming excessive and/or the levels of care is inappropriate, and to ensure support is put into place that prevents this happening.

The primary issues for us are those of recognition, adverse impact and effective support, including emotional support. Our approach relies on the premise outlined in the 'whole family' approach.

***“a young carer becomes vulnerable when the level of care-giving and responsibility to the person in need of care becomes excessive or inappropriate for that child, risking impacting on his or her emotional or physical well being or educational achievement and life chances”***

### **Having a Multi-Agency Strategy**

We will work together to ensure that, within the overall framework of our Local Strategic Partnership and Children's Trust, the details within this MoU constitute a specific multi-agency strategy to meet the needs of young carers. We will ensure this strategy interfaces clearly with both current and future local Children and Young People's Plans and planning frameworks for Adult Social Care.

The strategy will be developed in collaboration with key partners in health and local support projects for carers and families including existing support programmes such as Families First and the Youth Contract. It will embrace the views of young carers and their families and reflect the vision that is part of the national strategy. The resulting local strategy will be kept under review and progress shared with local people, young carers, families and partners.

Programmes for learning and development will be put in place to raise awareness and understanding of young carers and their families. Training will be designed to support those undertaking young carers' assessments to have the necessary knowledge and skills. This should include ensuring that practitioners in the local authority and partner agencies are aware of the specific requirements concerning young carers of the Care Act and amendments to the Children Act and accompanying Guidance and Regulations

### **Promoting Early Identification**

It is our shared intention to review local practice and where appropriate to refine it to ensure that it:

- Promotes positive images of adults living with long term conditions or disabilities and encourage families to seek information and assistance and identify children with caring responsibilities.
- Provides appropriate and accessible information for families about services that support parenting capacity, independence and well being.
- Enables access to self directed support, including direct payments, to meet the needs of parents where appropriate.
- Reaches out to families to offer support that will reduce the risk of inappropriate forms of caring by children and young people from developing or continuing.
- Reflects principles of partnership working with communities and the need for sensitivity and consideration of different cultural perspectives.
- Supports schools in their key role of identifying children and enabling early intervention and the effective support of young carers by appropriate agencies where required.
- Supports local **NHS** and related health services in identifying young carers and, ensures that young carers have the same access to health provision as their peers.
- Recognises the existence of “hard to reach” groups or families and works with appropriate partners and agencies to identify and address any unmet needs.
- Recognises that care needs can vary significantly and understands local processes for offering emergency advice and support where usual care arrangements risk breaking down.
- Engages with local young carers’ projects to facilitate and promote early support and ‘whole family’ working.

The delivery of effective early support for the person requiring care takes into account the needs of dependent children within the family environment and should, in most cases, be sufficient to protect young carers. However, there will be some families whose support needs are not identified at an early enough stage and where the caring role of a child or young person may be deeply entrenched

In such cases, it is necessary to consider the unmet care or parental support needs of the person who is being cared for, **and** to determine what level of support for the young carer may be required immediately, as well as over the longer term, to improve their situation and to reduce the pressures on them.

### **Assessment**

We are agreed that the key to ensuring better support and outcomes for young carers is the effective assessment of need. As Statutory Directors, we will ensure that when a referral is made about a parent/guardian with a disability, dependency or illness, agencies will consider whether there is a child or young person in the family who is providing personal care or practical help. Practitioners will be expected to use the ‘**whole family approach**’ in considering the impact of the disability or illness on each child or young person within the family and whether they are or could be providing some form of care. We expect action would be taken to assess: Further information and

practice guidance is available in “**The Care Act and Whole Family Approaches**”. This was published by ADASS March 2015 in association with several partners and was commissioned by the Department of Health. (See link to LGA website [Needs assessments and carers’ assessments](#) )

When carrying out a young carer’s needs assessment we will work to determine:

- the amount, nature and type of care which the young carer provides;
- the impact of the caring role on the young carer’s wellbeing, education and personal and emotional development;
- whether any of the caring tasks the young carer is performing are excessive or inappropriate having regard to all the circumstances
- whether a needs assessment of the cared for person (be they a child or adult) has been carried out, and if not, to request one;
- whether any of the young carer’s needs for support could be met by providing support or services to:
  - the person cared for [by the young carer]; or
  - another member of the young carer’s family.
- what the young carer’s needs for support would be likely to be if he or she were relieved of part or all of his or her caring role and whether the young carer has any remaining unmet needs.
- The additional services required to ensure care needs are met and to prevent a child or young person taking on or continuing to undertake inappropriate caring responsibilities.
- Whether the parent/guardian needs additional support to fulfil his or her parenting role or support in parenting capacity.
- What can be offered to help the whole family or to maximise the broader support which others in the family are able to provide.
- Whether the impact on the child indicates that it would be appropriate to undertake an assessment under the **Framework for Assessment of Children in Need and their Families** further investigation by Children’s Services about safeguarding concerns if there is a likelihood of significant harm to the child.
- Whether there are additional needs falling within **Early Help** and require a **Early Help Assessment**

When carrying out a young carer’s needs assessment, we will:

- ensure that the assessment is carried out in a manner which is appropriate and proportionate (in the light of the young carer’s age, needs and wishes and feelings);
- adopt a whole family approach;
- ensure that any person who is to carry out a young carer’s needs assessment has sufficient competence, knowledge, skills and training to be able to carry out that assessment and be an appropriate person to carry out the assessment in the light of the young carer’s age, sex and understanding



- where considered appropriate or necessary to do so, consult persons with expertise and knowledge relevant to the young carer; and also to consult any person the young carer or their parent wishes to involve
- ensure that the young carer, the person cared for and, if different, the parents of the young carer are informed about the assessment process, usually prior to the assessment, and are helped to be able to participate in the process as effectively as possible.
- We will provide young carer's, their parents and any person at the request of the young carer or their parent with a copy of the assessment with information about the actions to be taken including whether the young carer has been assessed as a "child in need" and confirming arrangements for review.

Where a young carer is a "child in need" needing protection and support or needs early help support, adult workers will discuss the case with the Children's Services to decide if further action is needed. Further action might include:

- a referral to an independent Young Carers' service;
- accessing preventative support through the "Early Help Network"

We expect appropriate use of relevant toolkits and protocols to support the 'Whole Family Pathway' approach and that practise reflects the priorities and principles outlined in the District's Children and Young people's Plan and all relevant Adult and Community Service Strategies. Where consistent with the aims of this Memorandum of Understanding, we will aim to ensure that:

- The primary responsibility for responding to the needs of young carers derives from the person in need of care and support. This means that whichever service identifies there is a young carer in the family, whether it is Children's or Adults' Services or a health partner agency, this service is responsible for assessing the needs of that young carer within the family context.
- Young carer's of disabled children are the responsibility of the Children's Service which will also need to undertake carer's assessments for any young adult carer's who look after disabled children.
- Adult Services will identify children in the household / family network and ensure that young carers are not left with excessive and inappropriate levels of caring responsibilities that risks them becoming vulnerable. They will also need to undertake carers' assessments for young adult carers. Adult Services will refer to Children's services where the child is thought to be a child in need or to young carer's services or Early Help where other preventative services are needed.

**(Note;** In each area a decision should be made concerning in which circumstances it would be reasonable for adult workers or voluntary sector partners to undertake young carers assessments and when, in more complex cases, to refer to Children's Services. What is appropriate will vary based on local circumstances).

- Practitioners will seek advice and support where necessary from colleagues in Children's or Adults' Services or a partner agency, to ensure the efficient discharge of our joint and separate responsibilities towards young carers and their families.
- Practitioners will be aware of the prejudices and stereotypes that may exist around cultures, and disability, adults who misuse drugs/alcohol or have mental health needs, particularly as this relates to perceptions around parenting capacity and competence.
- Practitioners will reach their conclusions on the basis of the evidence of their observations of parents/guardians and children; including any young carers.
- Joint assessment will be expected to be undertaken where this is appropriate. We also expect that relevant staff from local agencies will be available to provide specialist advice and support as needed (there is provision in the Care Act Guidance and in Section 17 of the Children Act to combine a young carer's assessment with that of the adult); or

Finally, we are clear that staff should never ignore any aspect of a situation that indicates there are concerns about a child or young person's safety and the requirement to ensure they are protected from harm.

## **Safeguarding**

Early sharing of information is key if there are emerging concerns. No professional should assume that someone else will pass information on that they think maybe critical to the safety or wellbeing of any child or adult. If a professional has concern about a child's or adult's welfare and believes they are suffering or likely to suffer harm or neglect then they should share the information with the local authority and, or, the police if they believe or suspect a crime has been committed. Information sharing should be in line with local agreements and Caldicott principles.

We accept a joint responsibility to work in partnership with others to identify and respond to any young carers who are suffering, or likely to suffer, significant harm and to protect them from this harm. We will ensure discharge of our responsibilities through prioritising working together, early intervention and prevention that reflects practice guidance. We will work to ensure that we do not stigmatize families or risk increasing the number of hidden young carers. We will ensure that we do not discourage young carers and their families from seeking information and advice, or requesting an assessment and provision of services. In order to meet these needs we will:

- Clearly state that it is the responsibility of all staff under local safeguarding children procedures to make referrals where children are considered to be

suffering or likely to suffer significant harm and emphasise the principle that safeguarding is everyone's business.

- Ensure staff members in all agencies have undertaken appropriate training in recognising harm, reporting concerns about a child's welfare and safety and confirming referrals they have made to Children's Social Care within 48 hours.
- Ensure staff members in relevant roles within all agencies have undertaken appropriate training in relation to mental health and substance misuse issues.
- Make sure our arrangements for young carers and their families reflect any requirements of local multi-agency and single agency policies for safeguarding children and actively seek inclusion as necessary.
- Ensure appropriate levels of awareness about policy and practice for safeguarding adults; the ability to recognise and respond to safeguarding adults' concerns; and promote confidence and consistency in using local multi-agency procedures by staff in across all agencies.

### **Local Safeguarding Boards**

Local Safeguarding Children and Adults Boards will be made aware of issues surrounding young carers and of this Memorandum of Understanding. This is to ensure consistency with local multi-agency policies and procedures. This will also raise awareness of the way in which safeguarding work forms part of a continuum of person-centred and proportionate risk-based responses. We can all use these to ensure that those adults and children at risk of harm are kept safe and their welfare is promoted.

### **Supporting Young Carers to Learn**

*'Your child, your schools, our future'* (2009) emphasised the importance of schools in ensuring the success of early intervention strategies for children and young people with additional support needs. More recently, the Department for Education's ***'Careers guidance and inspiration for schools'*** (April 2014) makes clear that schools and local authorities should work together to identify pupils that may need targeted support or are at risk of not participating post-16.

We recognise that young carers often need additional support to participate in learning opportunities that will enable them achieve their full potential in adult life. We will work in partnership with schools and their governing bodies, and with Further Education and training providers, to develop effective, age-appropriate support for young carers which may include:

- Identifying a named staff member with lead responsibility for young carers and recognising this role in continuing professional development arrangements.

- Ensuring that policies and procedures encourage practices that identify and support young carers in the learning environment (these could include flexibility around timetabling, access to personal tutors, opportunities for private discussions and knowing how to access to local young carers' projects, etc.)
- Where young people appear to be having difficulties, promote open communication with families that supports parenting capacity and encourages the sharing of information to determine needs.
- Raising awareness about young carers within the learning environment and promoting understanding of caring issues and support options.
- Ensuring that school policies on enrolment, attendance, bullying, behaviour and staying safe include provisions to support young carers.
- Ensuring that Data Protection Act and Caldicott principles on confidentiality and information sharing are understood and followed
- Providing personalised curriculum/enrichment activities that incorporate awareness, inclusion, understanding and support for young carers in order to raise aspirations and help young carers reach their full learning potential.
- Utilising individual pupil plans to recognise and support the positive aspects of the young carer's role and to identify any necessary support that will enable young carers to attend and enjoy school.
- Including positive messages and images about people with disabilities; including mental health issues, within the wider curriculum.
- Considering and where reasonably practicable taking action to remove barriers to physical access, provide relevant communication aids and promote inclusion.
- Being aware of and sensitive to cultural and religious issues that may affect some young carers.
- Using guidance and support in relation to young carers (available in 2014 through the Children's Society's Supporting Young Carers webpage.)
- Using the CAF process as appropriate.
- Being mindful that young people identified as 'young carers' are considered vulnerable due to the often significant barriers to participation in learning that they face. (Where data is available it shows that young carers have a higher risk of becoming NEET (Not in Education, Employment and Training)).
- Planning for transition into post 16 educational options for all young carers, taking into account any additional support needs. Smooth transitions can help to safeguard against 'drop out' and non-participation among young carers aged 16 and over.
- Supporting young carers in their 'duty' to participate. Under the Raising Participation Age (RPA) legislation, from the academic year 2014-2015 young people will be required to participate in education or training until their 18<sup>th</sup> birthday. (This does not mean that a young person has to remain in a school setting; they may choose to participate in education or training, take up an apprenticeship, or to combine full time employment (or voluntary work) with accredited part time learning.) Transition planning across the post-16 sector should be recognised as one of the main sources of supporting young people to participate.

- Encouraging schools to provide targeted Careers Information, Advice and Guidance (CIAG) for young carers (in line with current Ofsted guidance) and to develop and maintain robust reporting mechanisms that will enable schools to respond to the introduction of new performance indicators (such as 'destination measures') that may be particularly impacted by young carers and other young people that face barriers to participation in learning.

### **Health of Young Carers**

In line with the responsibilities under the ***National Service Framework for Children, Young People and Maternity Services***, we will continue to work in partnership with our health colleagues to:

- Promote and sustain healthy cooking, eating and fluid intakes
- Encourage regular exercise and doing about 60 minutes of physical activity each day
- Ensure good oral health
- Raise awareness and reduce risks of substance misuse (alcohol, volatile substances and illicit drugs) and smoking and support young carers interested in giving up
- Raise awareness of personal stress and how this may be managed
- Highlight the role of doctors and other health professional in identifying or supporting young carers in primary healthcare settings and as part of hospital discharge processes
- Ensure child and adolescent mental health services support the emotional well being of young carers who are seriously troubled by their caring role
- Provide breaks and activities to enhance mental health and social networks
- Enable young people to assess risks about lifting and handling and provide information, advice and support to remove or reduce risk of injury as necessary
- Ensure safe procedures exist for the holding and control of medication at all times

### **Information, Advice & Advocacy**

We will continue to work with partners to improve and develop a range of services for young carers and their families that enable them to access relevant sources of:

- Information
- Advice and Guidance
- Advocacy
- Representation
- Support, including peer support through local young carers' projects.
- We will work with partners in the local community to ensure that information and advice for young carers is available in a range of appropriate settings and formats that are accessible by children and young people

We will encourage local use of the following core principles, which were developed originally by the Department of Health, for use when people act as advocates for young carers:

- Advocates should be the young carer's person of choice and can be informal, peer as well as professional advocates.
- Advocates should work for the best interests of the young carer.
- Advocates should value and respect young carers as individuals and challenge all types of unlawful discrimination.
- Advocates should work to make sure that young carers understand what is happening to them, can make their views known and, where possible exercise appropriate choices when decisions are being made.
- Advocates should help young carers to raise issues and concerns about things they are unhappy about. This includes making complaints under the Children Act 1989.
- Advocates should be familiar with requirements regarding the safeguarding of children and know what to do if they become aware of abuse or neglect or risk of it occurring.

As Statutory Directors we accept there are challenges inherent in this commitment. We recognise that from time to time tensions may arise between young carers and those whom they support. We will work to find ways of resolving them. We will commit to meet with young carers not less than once a year to find out what has gone well, what has not gone well and what might make a difference in future.

Opportunities for Elected Member involvement will be identified. We will explore the scope for having a designated Elected Member[s] who would champion the interests and concerns of young carers, and meet with them at regular intervals consistent with the constitutional arrangements of our Council.

### **Equalities & Diversity**

This Memorandum is subject to the provisions of the Equality Act 2010 and the Public Sector Equality Duty.

This Memorandum of Understanding applies in all situations irrespective of age, disability, gender, race, cultural or religious beliefs and sexual orientation. It is an underpinning principle within the protocol that, as with abuse or neglect, inappropriate caring responsibilities cannot be condoned on religious or cultural grounds. We will ensure that appropriate people are readily available to provide advice on such matters.

### **Language Barriers**

We will consult with families and young people when deciding who might best fulfil the role of translator to meet their needs. Where possible bi-lingual advocates will be used and we will endeavour where possible and appropriate to respond to cultural, religious or other factors that might require consideration and sensitivity when utilising translation services. We are agreed that it is not good practice to expect young carers to interpret for their families, particularly when this involves someone with an illness, and we will discourage this practice and make clear that we expect interpreters to be used.

### **Information Sharing**

We are agreed that effective and timely information sharing between our own agencies and with our health partners is critical to the provision of early intervention and preventative work, to support transitions, and for safeguarding and promoting the welfare of young carers.

Our aim is to ensure specific recognition of young carers within the framework of existing local information sharing protocols. Local arrangements will be consistent with national guidance. We will expect practitioners to act in accordance with legislation while understanding and applying the following principles:

- Why the Data Protection legislation is not a barrier to sharing appropriate information.
- Being open and honest in all professional conduct.
- Seeking advice whenever necessary.
- Sharing with consent where appropriate.
- Considering the child's safety and welfare at all times.
- Gathering and storing information that is necessary, proportionate, relevant, accurate, timely and secure.
- Recording when and in what circumstances information is shared.

### **Young Carers: Related Themes and Issues**

There are a number of other issues that may apply to the circumstances of some young carers. We will ensure these inform the need for joint working and shared understandings and processes between Adult Social Care, Children's Services and partners within health. These are:

### **Transitions to adulthood**

We will assess the needs of young carer's as they approach adulthood wherever it appears that there may be 'significant benefit' to the individual in doing so. Young adult carers often find their education; training and employment prospects are challenged by their caring role. We will therefore consider how to support young carer's to prepare for adulthood and to raise and fulfill their aspirations. This is regardless of whether the young carer currently receives any services and includes young carer's whose parents

have needs below the local authority's eligibility threshold.<sup>1</sup>

Where young carer's are not eligible for services, the transition assessment will be followed up with good information and advice about support in the community.

We recognise that the power to join up assessments can be important at transition and where appropriate we will consider combining any existing Education Health and Care plans with transition plans and plans for the adult carer. When assessments are combined, we will as appropriate designate a named person to coordinate transition assessment and planning across agencies.

- Parents with mental health needs.
- Parents who misuse substances (alcohol, prescribed or illicit drugs).
- Parents with a learning disability.
- Young Carers who are refugees.

We accept that this listing is not definitive. We will continue to work together on these and other identified issues as these arise. Our local arrangements will ensure these and any other relevant issues are identified and recognised across all partners are kept under review and that up-to-date information is available to all relevant staff. This may include the preparation and dissemination of new information to support joint and separate effective action and good practice. We will ensure that any additions are consistent with all national guidance and best practice materials that are available.

### **Audit and Assurance**

We expect the adoption and operation of the memorandum to be consistent with the ***Good Governance in Local Government Framework***. To this end, we will assist any periodic audit and actively enable the provision of reasonable assurance to the Council, partners, young carers, their families and the local community on any funding arrangements related to this Memorandum in specific areas or as a whole.

These audit arrangements will be located within wider Council processes for the management of risk and the provision of reasonable assurance. The information arising from these audits will be used to inform performance priorities for development and delivery of the key processes and outcomes that the memorandum has been designed to secure.

### **Funding responsibilities**

The internal allocations of funding by the Council should not become a barrier to timely and appropriate support for Young Carers. We recognise that disputes about where funding responsibility lies can be deeply damaging to families. We will act to ensure that staff members have a clear understanding of their joint and separate responsibilities to

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<sup>1</sup> Paragraph 16.18 Care and Support Statutory Guidance; Issued under the Care Act. DH 2014



support parenting roles, to respond to needs and to reduce the need for inappropriate caring by young carers. The following general principles apply to the '**Whole Family**' approach to meeting the needs of Young Carers:

- Adult Social Care is responsible for commissioning care and support services for adults to reduce or prevent inappropriate caring responsibilities by young carers.
- Children's Social Care is responsible for commissioning services to respond to the specific needs of the child or young person.
- In some circumstances shared responsibility exists for commissioning services that support or sustain adults in their parenting role.

### **Resolving Disagreements**

Young carers have identified that a lack of joint working by Adult and Children's Social Care services are a source of concern. We believe that when the holistic, family centred approach to support is followed, significant disagreements between Adult and Children's services should be the exception.

Almost inevitably there may be occasions when professionals encounter difficulties in relation to assessment, service provision or funding responsibilities. Two potential areas are:

- Disagreements about whether the need relates to the Young Carer or the adult or sibling who is being supported by the Young Carer.
- Disagreements about respective responsibilities or eligibility thresholds for adults or children.

We intend to continue to reduce the risk of disagreements by:

- Ensuring that staff are appropriately trained and supported in understanding and in the exercise of joint and separate responsibilities towards young carers and those whom they support.
- Being clear about our joint and separate responsibilities.
- Ensuring young carers and parents have access to information and advocacy services to support them to exercise their rights.
- Ensuring that effective arrangements for consultation, communication and feedback to young carers and those they support are available and acted upon.

We accept that how local issues are resolved is a matter for us, as Statutory Directors, to determine within the context of our corporate responsibilities within the Council.

The following principles will inform action and decision-making should disputes arise:

- Disagreements about funding responsibilities must not become barriers to responding in a timely manner to situations where it is evident that inappropriate caring responsibilities are being undertaken by a child or young people.

- Disagreements about funding responsibilities must not leave the needs of family members unmet because they are perceived as falling between internal administrative boundaries.
- Dispute resolution procedures relating to the joint and separate responsibilities of Statutory Directors for young carers and the people they support are in place.
- Statutory Directors have final operational responsibility for ensuring that any disagreements about funding are resolved in a reasoned, timely and appropriate manner.

### **Commencement, Publication, Variation and Review**

The commencement date for the original Memorandum of Understanding was **01 April 2010**. The memorandum was reviewed in March/April in order to respond to legislative changes brought about by 'Raising the Participation Age' from 2014-15 and Part 5 (Welfare of Children) of the Children and Families Act (September 2014). The period of review is three years from the last review date or as agreed between the Statutory Directors. Variations may be agreed to reflect changing legislation, national policy and local requirements and in light of new evidence about what works best for young carers.

This document falls within the Council's Publication Scheme. It will be placed on the Council's website and shared with partners as part of our commitment to working together to serve all our communities.

**Michael Jameson**  
**Strategic Director**  
**Children's and Young People Services**

**Strategic Director**  
**Adult and Community Services**



**Report of the Director of Children’s Services to the meeting of the Children’s Overview and Scrutiny Committee to be held on 27 September 2017.**

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**F**

**Subject:**

**Progress of the Fostering Service**

**Summary statement:**

The purpose of this report is to:

- Provide an update on the progress of the fostering service noting the positive direction of travel

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**Portfolio:**

**Health & Social Care**

**Overview & Scrutiny Area:**

**Children’s Services**

## 1. SUMMARY

1.1 The purpose of this report is to:

- Provide an update on the progress of the fostering service and the improvements that have been achieved across the service over the last 6 months.

## 2. BACKGROUND

2.2 The purpose of the Review was to enable the Fostering Service to improve outcomes for looked after children by:-

- Enhancing placement provision
- Creating financial savings through efficient structures and processes.
- Improving service provision and process
- Increasing the pool of foster carers
- Being proactive in placement management.

2.3 The Review acknowledged that the Service faces challenges and needs to respond to the changing needs of children becoming looked after; the government's austerity programme and the increasing pressure to improve the outcomes for looked after children.

2.4 The management, organisation, funding and key activities that deliver the service were considered as part of the Review.

2.6 The Review also examined if the current supply of foster carers is adequate, rates of recruitment and retention, methodology for recruitment (marketing), processes and barriers to becoming foster carers.

2.7 It incorporated a review of the journey of a foster carer from initial enquiry to approval to identify any unnecessary barriers and make the process less intimidating and more efficient.

2.8 The Review acknowledged that the key challenge is to create an enhanced pool of in house foster carers which reflects local needs. Providing a larger pool of foster carers will enable better placement matching and choice. More suitable placements will reduce the cost and disruption caused by placement breakdowns. Facilitating more in house placements will reduce costs and enable children to remain within their geography (if desirable.) It will also allow funding to be moved to other areas which will sustain further benefits by down streaming support.

### 2.9 **Key recommendations from the Review**

#### 2.9.1 **Capacity, Recruitment and Marketing**

(1) Whilst the national trend is for declining interest in fostering, the decline in Bradford seems to be greater. It was noted that in a nine months period from April 2016 to December 2016, 295 enquiries were received from potential foster

carers. Of these 49 went on to home visits, 9 registrations and 5 taken to panel for approval. The conversion rate is approximately 1.7%, significantly below the national average of 12%. During this same period there were 15 de registrations resulting in a net reduction of 10 foster carers.

- (2) The Review advised that the service must recruit more in house foster carers and recommended that an investment is required to improve the recruitment process. It was suggested that these funds need to be used to appoint a relationship and retention officer and to plan and implement a new marketing/recruitment strategy. The Review recommended that all marketing collateral and channels need to be reinvigorated. Additionally, it was recommended that assessment and recruitment need to be separated as activities. In order to promote fostering opportunities, the Review recommended that clear and concise information needs to be produced on the fostering package. This needs to include payments, support and training. Moreover, the Review reinforced the importance of Bradford council becoming a fostering friendly employer and setting an example to encourage local business and the public sector to do likewise.
- (3) The Review reflected that the central theme of the fostering process is that there should be no compromise on safe recruitment and the safety of the child is paramount. An efficient process for children in care is important to ensure capacity and to plan for the best outcomes for a child. Moving children out (or keeping them out) of the foster care system will protect the capacity of the system.
- (4) The overall principles should be:
  - To keep children out of the foster care system where alternative approaches exist.
  - Where a child needs temporary fostering while alternative options are explored, then those options should be considered as quickly as possible.
- (5) A more proactive approach to securing permanent solutions (adoption, SGOs etc.) will also keep capacity available.
- (6) A priority for the service would be to keep children out of the fostering service, minimise their requirement for fostering services and to achieve permanency at the earliest opportunity.

## 2.9.2 Data and Communication

- (1) The fostering service holds good quality data which meets the needs of national government bodies. The data is presented in the form of reports and dashboards. However, a number of issues were considered within the Review as follows.
- (2) The Review recommended that data needs to be used more to input into strategic thinking; key data should be brought together into a dashboard that is available to all staff; marketing data will support effective decision making and

planning.

- (3) The Review indicated that foster carers should be encouraged to input into changes to the service through surveys or working groups and that the principle of corporate parenting should be included in member training and SLT briefings. Additionally, the Review promoted the need for a programme of member briefings to be offered to all the Elected Members
- (4) Within the recommendations is further action to engage with foster carers including setting up new forums and meetings involving the leadership of senior managers in Children's Services.
- (5) The Review stated that BAFA should be promoted to new and existing foster carers as an independent network of support and advice; new officially sanctioned networks need to be created, both virtual and real to improve communication, information and respect; refreshments/food should be reinstated for training events and foster carers encouraged to network as part of the training.
- (6) Notably, the Review signalled that all documentation in the service needs to be revisited, duplication eliminated and all documents to be up to date and available on line and in particular that the update of the handbook needs to be completed.
- (7) The Review recommended that improvement needs to be managed through an action plan and reviewed regularly through the Change Board. An action plan is now in place and progress regularly monitored on its implementation.

## 2.10 **Progress on the action plan**

### 2.10.1 **Marketing**

- (1) Since the fostering Review, a £100K transformation fund has been provided to the fostering service to reinvigorate the marketing of the service. Prior to this, the service had a budget of £10K per year.
- (2) A full time Recruitment and Marketing Officer is now working within the service and has taken full responsibility for stage one of the fostering processes up to a fostering assessment commencing. This change and published information about fostering rates has seen a surge of interest in Fostering in Bradford.
- (3) The Recruitment and Marketing Officer has developed a recruitment plan alongside the service manager which initially had a target of 50 new fostering families within the year. The Service has joined a regional campaign 'You Can Foster' which has been advertised widely both through billboard campaigns and radio and TV adverts.
- (4) The Fostering data pack which is sent out to interested parties has been re written.. Anyone showing an interest in fostering will receive follow up calls from officers to ensure we keep their interest. The on line presence of the service has

been reviewed to ensure that when a search is undertaken for fostering in Bradford the LA service is at the top of Google search lists. The service has reviewed its social media presence and strengthened its Facebook and Twitter platforms.

- (5) The Service is represented at all major events in Bradford, for example, the team had successful days at the Dragon Boat Festival, Sky Ride event and Saltaire Festival. Senior managers have assisted at these events with branded clothing and leaflets.

### **2.10.2 Recruitment & Assessment**

- (1) The service has revised its telephone service for those interested in fostering. The 'You Can Foster' campaign and website directly relay people into the service. All applicants are invited to information evenings. The Service is now holding information evenings once a month at Margaret McMillan Towers. These evenings are supported by the Deputy Director and Head of Service.
- (2) The information evenings have been revised to include current foster carers meeting with prospective carers, a revised presentation by senior managers followed by a question and answer session. The presentation actively promotes the positives of fostering for Bradford and answers many of the myths that people have about why they cannot foster, for example age, gender, experience and identity. The initial fostering application is then completed by those attending if they wish to progress. The evenings have averaged around 15 – 20 families attending on a regular basis. The service has a target to respond effectively after an information evening to visit prospective carers at home within two weeks.
- (3) The assessment team is now tasked with holding between 6 -10 assessments at any stage and has a target of completing an assessment to foster panel within 20 weeks. This target has halved the timescales linked to assessments in Bradford.
- (4) At the start of the year the target was to recruit 50 new households within the year, it is now felt that it may be possible to exceed this target in this financial year. The current service manager has put in place a reporting framework with the Team Managers to ensure that there is oversight of the assessment workload to track progress in this area.
- (5) The team are currently at capacity and since April 2017, 39 new fostering households have been approved by panel. This consists of:
  - 5 new mainstream carers
  - 31 Connected Persons
  - 2 early permanence placements
- (6) This improvement is significant and is a direct impact of the marketing activity and revised reporting arrangements in the teams.

### 2.10.3 Engagement

- (1) The Fostering review highlighted the impact for foster carers of the changes that have taken place across the service in the last two years and reinforced that re-engaging with foster carers is key to delivering a successful service.
- (2) As a result the service has planned face to face meetings with foster carers to be clear about what the review highlighted and the progress that is being made. The first event was entitled 'It's About You' and was an opportunity for the Deputy Director, Head of Service and Service Manager to talk directly and engage with foster carers. The event was well attended and positive feedback was received from the group.
- (3) The Foster Care Awards were held in July 2017 and were a great success, over 70 foster carers attended the ceremony. Long service awards were well received and for the first time an exceptional carer award was given. Three foster carers were in the running for this. The Lord Mayor, Lead Member and Director of Children's Services spoke at the event.
- (4) The next wider Fostering event will be the Fostering Charter and Handbook launch on the 14 September 2017. Again senior managers will assist with the running of the morning.
- (5) Monthly coffee mornings have been established and hosted by Supervising Social Workers these informal sessions have proved very positive in establishing peer support groups across out fostering cohort.
- (6) Regular meetings are now tabled with BAFA and GMB who both represent a number of foster carers.
- (7) There has been a clear shift in how we are promoting and supporting fostering in Bradford which is being positively received by the fostering community.

### 2.10.4 Support

- (1) A detailed training plan is underway to deliver the 'model of care' across placements for children who are looked after.
- (2) Based on attachment theory and the principles of DDP (dyadic development psychotherapy), PACE (Playfulness, Acceptance, Curiosity, and Empathy) is not a method, but rather a way of thinking and communicating. Adopting a PACE approach helps children and young people with emotional regulation by creating a therapeutic day-to-day environment where they feel secure. It also supports carers to stay open and engaged when faced with distressed and dysregulated behaviour.
- (3) Over the last 18 months as part of the Journey to Excellence and the New Model of Care for Looked After Children in Bradford, we have worked hard to train, develop and support PACE practitioners in order to help us embed the PACE approach. The priority group for this training is children's residential



managers and workers and at least one foster carer in each household. We estimate this to be approximately eight hundred people that need to complete the six week courses, this will mean running sixty five course. Over 50 fostering household have already ben trained on PACE.

(4) Significant progress has been made to achieve this vision.

- 84 practitioners have attended the introduction to PACE
- 24 practitioners have attended DDP level 1
- PACE practitioner support group established
- 18 practitioners have attended DDP level 2 training
- 15 practitioners have attended the Foundations for Attachment Training for Trainers
- Using a PACE approach with Children Looked After
- Foundations for Attachment has seen four six week courses been delivered to mixed groups of residential and fostering staff

(5) Over 50 fostering households have received this training offer and are starting to report an impact within the relationships with young people.

(6) All supervising social sorkers will carry a caseload of approximately 21 foster carers this will include both new and experienced carers. A reporting framework is being developed to ensure that the service can report on the number of visits to foster carers and the outcome of the visits. There are currently no unallocated cases within the service. It is a priority to ensure that every foster carer has an annual review and any that are outstanding are dealt with as a priority.

(7) The service structure is being reviewed to ensure that appropriate resource is in place to address each element of the service. Short term and long term teams and disparity between mainstream and connected person's carers has been removed with generic fostering teams being created across the service. The aim being that the same standards of support should be in place wherever you are allocated within the service.

(8) There may be a number of citizens who do not explore fostering due to their current housing situation. It is proposed that changes to the councils allocations policy for social housing will mean that foster carers and adopters approved by the Fostering and One Adoption service will become priority one banding for larger housing. This strategy further support carers in being able to care for Bradford children and improves our recruitment strategy.

#### 2.10.4 Mockingbird

(1) As part of the successful innovation bid by Children's Services, the fostering service has funds to deliver a Mockingbird hub within Bradford. Mockingbird is a model of fostering that has a hub carer at the centre and between 6 – 10 satellite homes as part of the constellation. The young people in the model receive regular sleep overs at the home of the hub carer and the hub carer regularly holds social events for everyone in the hub.

- (2) It is expected that up to 30 children could be in each mockingbird hub. Learning from other authorities has shown that a wide age group within the hub is an advantage and that the hub should be accessible to both mainstream and connected carers. We also hope to link the hub to the specialist homes so at times it may be possible to step a child down from a residential home to a family setting with the additional support of the hub.
- (3) The model is proven to achieve greater resilience in placements and reduce the number of placement breakdowns. Ten local authorities are already delivering Mockingbird and promote its success.
- (4) In Bradford the intention is to have two Mockingbird hubs in place in the New Year. Work is underway currently with Bradford's fostering network coach to develop job profiles connected with the model. The plan is to recruit from the current cohort of foster carers in the District later in the year. The Hub is supported by a dedicated liaison worker who supports the hub carer and satellite homes.
- (5) There is a six stage process to deliver Mockingbird. Currently the service in Bradford is at stage four, recruitment. Stage five and six run concurrently and relate to training for staff at the centre of the model and the constellation carers.

#### **2.10.5 Oversight**

- (1) Progress of the fostering review action plan is being reported at the Children's Social Care Internal Change Board and directly to the Deputy Director for Children's Social Care and Assistant Director for Performance, Commissioning and Partnerships.
- (2) A Service Manager has been recruited to the service and will replace the interim in October. A service plan for the next 12 – 18 months will be in place to ensure that all of the outstanding actions from the fostering review are deliverable to a timescale.

### **3. OTHER CONSIDERATIONS**

- 3.1 None.

### **4. FINANCIAL & RESOURCE APPRAISAL**

- 4.1 Progress on marketing the service has been achieved with the aid of one off Transformation Funding which is limited to £100k. Budget pressures continue to present challenges as the service is expected to achieve a reduction of £50k in 2018-19. Additionally, the service has inherited responsibility for the SGO (Special Guardianship Order) service and has been required to absorb the associated staffing costs.
- 4.2 In-house fostering is the most cost effective way of accommodating looked after children, it also achieves the most positive outcomes by placing children and young people in a family setting. In house fostering is approximately £300 cheaper than an

independent fostering placement and significantly cheaper than both in house and external children's homes settings. The strategy to grow the internal sufficiency of fostering placements is key to meeting the budget challenges that are faced.

## **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

- 5.1 The best and most efficient outcomes are gained from in-house fostering and there is an imperative to increase the number of approved foster carers in the District. Increasing the number of foster carers will require some additional resourcing as every cohort of 20 foster carers requires a 'supervising' Social Worker.

## **6. LEGAL APPRAISAL**

- 6.1 Full consideration is given to any relevant statutory instruments governing the implementation of any of the proposed actions in the plan at all times and legal advice sought as necessary

## **7. OTHER IMPLICATIONS**

### **7.1 EQUALITY & DIVERSITY**

Children and young people in need of foster care are of all ages and backgrounds. Some have suffered from abuse or neglect and they need the support of foster carers from all walks of life who can offer a stable home environment. The council is seeking to ensure that in a period of financial constraint it can continue to provide high quality, affordable foster care. A key element of this is to ensure the supply of suitable foster carers, on an ongoing basis. By growing and improving the pool of foster carers looked after children have better prospects of securing a placement that best meets their needs

### **7.2 SUSTAINABILITY IMPLICATIONS**

None.

### **7.3 GREENHOUSE GAS EMISSIONS IMPACTS**

None.

### **7.4 COMMUNITY SAFETY IMPLICATIONS**

Fostering is a process where a foster carer looks after children and young people who cannot live at home with their own family for a variety of reasons. They could be with a foster carer for a few days or a few years until they reach adulthood. Foster carers improve the life chances of the child by listening to their needs, providing a stable home life and providing a safe and secure home environment.

By having a larger pool of foster carers along with a good knowledge of the child's needs and the skills of the foster carers the following benefits are anticipated:

- Increased placement stability;
- Higher level of in house placements;
- Better geographic placements;
- Fewer placement breakdowns;
- Enhanced awareness of fostering services and the council's role as a corporate parent;
- Reduced costs;
- Long term benefits from improved outcomes including reduced NEETs and reduced homelessness;
- A more streamlined service for recruiting foster carers.

## **7.5 HUMAN RIGHTS ACT**

None.

## **7.6 TRADE UNION**

A more streamlined service for recruiting foster carers has been created with the addition of a temporary post of Recruitment and Marketing Manager supported by a Community Resource Worker.

## **7.7 WARD IMPLICATIONS**

None.

## **7.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)**

None.

## **8. NOT FOR PUBLICATION DOCUMENTS**

8.1 None.

## **9. OPTIONS**

9.1 Not applicable.

## **10. RECOMMENDATIONS**

10.1 That progress on the implementation of the action plan for the Fostering Service be noted.

## **11. APPENDICES**

11.1 None.

## **12. BACKGROUND DOCUMENTS**

12.1 None.

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## **Report of the Director of Children's Services to the meeting of the Children's Services Overview & Scrutiny Committee to be held on 27 September 2017.**

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**G**

**Subject:**

Schools Forum Update

**Summary statement:**

Children's Services Overview and Scrutiny Committee has asked for regular updates on the work of Bradford's Schools Forum.

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Michael Jameson  
Strategic Director, Children's Services

**Portfolio:**

**Children's Services**

Report Contact: Andrew Redding,  
Business Advisor (Schools)  
Phone: (01274) 432678  
E-mail: [andrew.redding@bradford.gov.uk](mailto:andrew.redding@bradford.gov.uk)

**Overview & Scrutiny Area:**

**Children's Services**

## 1. SUMMARY

- 1.1 The Committee has asked for regular updates to be provided on the work of the Schools Forum.
- 1.2 The last update was presented to the Committee on 11 April 2017. The Schools Forum has met twice since on 5 July and 20 September 2017. The decisions lists from these meetings are attached at Appendix 1 and Appendix 2 (TO FOLLOW).
- 1.3 The Schools Forum has two further meeting scheduled for the autumn term, 18 October and 6 December. The key meeting at which the Schools Forum will make final recommendations on the allocation of the 2018/19 Dedicated Schools Grant (DSG) will take place on 10 January 2018.
- 1.4 The principal items that were considered by the Schools Forum on 20 September and those that will feature prominently in forthcoming meetings are:
  - National Funding Formula
  - Early Years National Funding Formula continued implementation and impact
  - Formula funding arrangements in Bradford for the 2018/19 financial year
  - SEND review, places sufficiency and Dedicated Schools Grant High Needs Block financial pressures
  - The future position of DSG centrally managed and de-delegated funds

In seeking to keep the volume of detail provided in this report to a manageable size, section 3 provides further detail on the most prominent matter of National Funding Formula as well as provides updates on items of interest to the Committee. All of the above matters will be covered in updates to the Committee this term.

## 2. BACKGROUND

- 2.1 Under national Regulations, every local authority is required to operate a Schools Forum. The primary function of a Schools Forum is to recommend to the Council's Executive Committee how the funding, which the Government provides for schools and individual pupils (known as the Dedicated Schools Grant), is managed. The Forum also has some specific technical decision making powers. The DfE has stressed that it is essential that Forum membership arrangements keep pace with the changing landscape, in particular the conversion of maintained schools to academy status. The Forum must consider annually how best to provide for responsive arrangements, to ensure the Forum remains representative and to avoid any unintended bias towards any one phase.
- 2.2 33 maintained schools have converted to academy status between 1 September 2016 and 1 September 2017 and we now have 78 primary / secondary academies and 111 primary / secondary maintained schools. The composition of the Schools Forum has been reviewed in the light of the number of pupils in maintained and academy settings. There are currently 12 academy members on Bradford's Schools



Forum, alongside 14 representatives of maintained schools.

2.3 The Schools Forum meets every half term with an additional meeting in the autumn.

### **3. OTHER CONSIDERATIONS**

#### **3.1 National Funding Formula**

The final detail of the National Funding Formula (NFF) for the Schools (primary and secondary) and High Needs Blocks is critical to our medium to longer term DSG financial planning as well as how we shape spending and formula funding decisions for 2018/19. There have been 2 announcements regarding NFF over the summer.

*For reference, the DfE conducted a separate consultation in 2016 on national formula arrangements for the Early Years Block, the outcomes of which have begun to be implemented from April 2018 and have been presented previously to the Committee. There is no suggestion that these outcomes are to be revisited although there is still some uncertainty (and promised further consultation) on the future funding position of maintained nursery schools after 2019/20. This means that the rates of funding we can allocate for the delivery of the early years free entitlements in nursery classes and the Private, Voluntary and Independent sector will reduce in 2018/19 as previously set out.*

#### **The Secretary of State announced on 17 July:**

- A £1.3 billion boost for core primary and secondary school funding; £416 million in 2018-19 and £884 million in 2019-20, “The new formula will maintain overall per pupil funding in real terms for the next two years; and it will allow for a cash increase for every school”:
  - Increases the basic amount that every pupil will attract in 2018-19 and 2019-20.
  - Allows for gains of up to 3% per pupil for “underfunded schools” for the next two years.
  - Provides at least a 0.5% a year per pupil cash increase for every school in 2018-19 and 2019-20.
  - Continues to protect funding for pupils with additional needs, as proposed in the consultation published in December.
  - Provides at least £4,800 per pupil for every secondary school.
- A new National Funding Formula for the Schools Block will be introduced in 2018, but the ‘hard’ NFF will not be introduced until April 2020 (previously this was April 2019) meaning a longer transition:
  - In 2018-19 and 2019-20, the National Funding Formula will set indicative budgets for each primary and secondary school, and the total schools funding received by each local authority will be allocated according to the national fair funding formula.
  - Local authorities will continue to set a local formula to distribute that funding, and to determine individual schools’ budgets in 2018 19 and 2019-20, in consultation with schools.

- The vast majority of funding provided for primary and secondary schools will be ring-fenced, although local authorities, in agreement with their local schools forum, will be able to move some limited amounts of funding to other areas, such as special schools, where this better matches local need.
- In 2018/19, all local authorities will receive some increase to the amount they plan to spend on schools and high needs in 2017-18.
- A detailed announcement on the construct of the NFF (and impact on local authorities) will be made in September 2017.
- The PE and Sports Premium for primary schools will increase from £160million to £320million. All primary schools will receive an increase in their PE and sports premium funding in the next academic year.
- Spending plans beyond 2019-20 will be set in a future Spending Review.

The Operational Guidance for 2018/19 has set out / confirmed:

- The creation of a *new* 4th block within the DSG – the Central Schools Block.
- The implementation of NFF at DSG Block level at April 2018, based on 2017/18 spending baselines, with the detail of the formula for each Block (and floors and ceilings) to be announced in September.
- Within the Schools Block, the DfE will provide for at least a 0.5% per pupil increase for each primary and secondary school in 2018/19 through the NFF. Within the High Needs Block nationally, the DfE will provide for at least 0.5% overall increase in 2018/19.
- The Schools Block formula will provide local authorities will per pupil funding of at least £4,800 for secondary schools that have pupils in years 10 and 11. A new formula factor is permitted so that authorities can begin to pass this onto eligible schools in 2018/19 as a step towards a minimum of £4,800 in 2019/20. *For reference, we have 2 secondary schools that are currently funded at lower than £4,800 per pupil.*
- Local authorities will be permitted to use both the clean FSM and Ever 6 FSM factors in their formulae for 2018/19, *meaning that full replication at local level of NFF is enabled.*
- Local authorities have flexibility to set a value of Minimum Funding Guarantee (MFG) of between 0% and minus 1.5% per pupil in 2018/19. Authorities must consult with schools on the value of the MFG. *This is a different approach / additional responsibility than that of previous years, when the DfE has set a national value of MFG (at minus 1.5%) without flexibility for local variation.*
- The Schools Block is ring-fenced from April 2018, but local authorities are permitted to transfer up to 0.5% of their Schools Block funding out to other blocks e.g. High Needs Block with the agreement of their Schools Forum and having demonstrated that they have consulted locally with all maintained schools and academies. There is an exceptions process, which will require Secretary of State approval for considering transfers greater than 0.5% and / or where the Schools Forum is opposed to the transfer. Other Blocks are not subject to restriction i.e. money can be moved flexibly between them. *For reference 0.5% of our Schools Block is c. £2m.*

- The rates of funding for Pupil Premium Plus (Looked After Children) will increase at April 2018.

Following these announcements it is evident that:

- *There is still a lot of uncertainty.* Sight of the detail, to be published in September 2017, regarding 2018/19 DSG and NFF is critical to our assessment of affordability and decision making for 2018/19 and beyond. It is difficult to set out firm spending and formula funding options and proposals without this detail.
- There continues to be significant risk around the funding position of our High Needs Block and the adequacy of the NFF settlement. We may need to continue to lobby Government specifically on this matter.
- There is doubt as to how the “0.5% per pupil increase for every school” statement made by the Secretary of State translates to guarantee every school a 0.5% per pupil increase in 2018/19.
- Once we have the detailed announcement we have some big decisions to take for 2018/19 on top of the usual decisions regarding the refresh of smaller aspects of our funding schemes:
  - Whether, as we have previously set out for schools, we replicate the NFF locally for the calculation of our primary and secondary school and academy budget shares from April 2018, or whether we stick to our current formula, or whether we do something in between or in transition leading up to hard NFF at April 2020.
  - The value of Minimum Funding Guarantee (MFG) we provide in 2018/19 (set between 0% and minus 1.5%) and managing expectations around this.
  - The value of the ceiling we adopt, which will cap gains and helps to afford the MFG.
  - The extent to which we begin transition to the £4,800 per pupil minimum for secondary schools and academies.
  - How we balance the High Needs Block where the NFF settlement may not be sufficient to meet spending demand due to damping. The extent to which we must consider a contribution from the Schools Block to the High Needs Block in 2018/19, up to the 0.5% maximum; under what conditions / circumstances could this be supported. How we continue to lobby Government on this issue.

How we communicate as early as possible with schools and consult effectively on these matters across the autumn term. Formal consultation is planned to begin following the Schools Forum meeting held on 18 October.

### 3.2 Academy Conversions – Balances Position Statement

The Committee has previously requested information to be provided regularly on the financial impact of academy conversions. One of the main financial risks to the Authority is where schools that convert under sponsored arrangements hold deficit balances, which must be retained by the Authority.

Since February 2016, the Local Authority has completed the financial close of 38 maintained schools that have converted to academy status. None of these have finally closed with deficit budgets (1 academy has repaid back a small overspend). A total of £7.62m of surplus balances has been paid across for these 38 conversions.

The Local Authority is currently processing the financial closures of 3 maintained schools that have converted to academy, none of which are sponsored academies i.e. there have been 41 conversions of maintained schools to academy status in total between February 2016 and June 2017. On current information, these 3 schools will convert with either surplus or zero balances.

At 1 September 2017, we have 130 maintained schools. We have immediate sight of around 20 schools that are planning conversion / may convert / are likely to convert during the 2017/18 financial year. This position is moving regularly. Approximately 4 of these 20 potentially will be regarded as sponsored academies, where any deficit balances must be retained by the Authority on conversion. On current information, there is risk of small value deficits in 2 of the 4 potential sponsored conversions. The Committee is asked to note that a de-delegated fund of £150,000 was established in 2017/18 within the DSG to be available to cover the value of deficits in the primary phase.

### 3.3 Maintained Schools – Financial Positions

The Committee has previously requested information on the carry forward balances positions of schools at the close of the financial year.

The table below summarises the carry forward balances positions for maintained schools by phase held at the end of the 2016/17 financial year and gives a comparison against the absolute positions at the end of 2015/16.

	<b>March 2017</b>	<b>March 2016</b>	<b>£ Difference</b>
Nursery	£658,544	£634,274	<b>+ £24,270</b>
Primary	£8,579,706	£13,192,865	<b>- £4,613,159</b>
Secondary	- £634,646	£3,306,510	<b>- £3,941,156</b>
Special	£354,372	£692,554	<b>- £338,182</b>
PRUs	£666,466	£1,041,564	<b>- £375,098</b>
<b>Total</b>	<b>£9,624,441</b>	<b>£18,867,767</b>	<b>- £9,243,326</b>

Please note that the totals above are affected by the reduction in the number of maintained schools, as schools convert to academy status. Balances held by academies are not included within the Authority's reporting. At 31 March 2017, 37 fewer schools were maintained by the Local Authority than at 31 March 2016. These 37 schools held revenue balances in total of £6.02m at 31 March 2016. The table below shows an analysis of the balances positions by phase, having removed

the 'distorting' effect of the conversion of maintained schools to academies:

	<b>March 2017</b>	<b>March 2016</b>	<b>Difference</b>
Nursery	£658,544	£634,274	<b>+ £24,270</b>
Primary	£8,579,706	£10,033,165	<b>- £1,453,459</b>
Secondary	- £634,646	£446,068	<b>- £1,080,714</b>
Special	£354,372	£692,554	<b>- £338,183</b>
PRUs	£666,466	£1,041,564	<b>- £375,098</b>
<b>Total</b>	<b>£9,624,441</b>	<b>£12,847,625</b>	<b>- £3,223,184</b>

The gross value of total surpluses held at 31 March 2017 is £11.984m. The gross value of deficits is £2.360m (8 schools). The gross value of deficits at 31 March 2016 was £1.162m (6 schools).

The table above shows a mixed picture:

- The gross value of surplus balances at March 2017 held by the Secondary sector is roughly the same as held at March 2016 by remaining maintained schools. However, this sector is in deficit overall, driven especially by the worsened position of 1 school. 2 further schools hold deficit balances. £0.492m of the total surplus for this sector is held in Intended Use of Balances schemes in support of contractual costs.
- A reduction in the total value of balances held by Primary schools, but a mixed picture, with 64 schools reducing and 42 schools increasing their balances. 4 schools hold a revenue deficit (compared with 1 school at March 2016).
- A sizeable reduction in the value of balances held by the PRUs, mostly explained by the reduction in the balance at 1 PRU with the progression of building works (and the related revenue contribution to capital).
- A sizeable reduction in the total value of balances held by Special schools, with 2 of the 6 schools quite significantly reducing their balances. 1 Special school holds a revenue deficit, where the Executive is to be asked to take a decision specifically on whether this deficit is written off.
- A fairly static position in total in Nursery schools, but underlying this is some significant movement, with 3 schools increasing and 4 schools decreasing their balances by - £30k.

The financial landscape for all schools and academies remains challenging and we expect the values of carry forward balances to continue to reduce during 2017/18. The Authority continues to regularly monitor this position and to work actively with schools that are at risk of deficit.

#### **4. FINANCIAL & RESOURCE APPRAISAL**

Not applicable – this is an update for information.

#### **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

Not applicable – this is an update for information.

## **6. LEGAL APPRAISAL**

Not applicable – this is an update for information.

## **7. OTHER IMPLICATIONS**

### **7.1 EQUALITY & DIVERSITY**

Not applicable – this is an update for information.

### **7.2 SUSTAINABILITY IMPLICATIONS**

Not applicable – this is an update for information.

### **7.3 GREENHOUSE GAS EMISSIONS IMPACTS**

Not applicable – this is an update for information.

### **7.4 COMMUNITY SAFETY IMPLICATIONS**

Not applicable – this is an update for information.

### **7.5 HUMAN RIGHTS ACT**

Not applicable – this is an update for information.

### **7.6 TRADE UNION**

Not applicable – this is an update for information.

### **7.7 WARD IMPLICATIONS**

Not applicable – this is an update for information.

### **7.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)**

Not applicable – this is an update for information.

## **8. NOT FOR PUBLICATION DOCUMENTS**

None

## **9. OPTIONS**

Not applicable – this is an update for information.

## **10. RECOMMENDATIONS**

**10.1 The information in this update be considered and noted.**

## **11. APPENDICES**

Appendix 1 – Schools Forum meeting 5 July 2017 Decisions List

Appendix 2 – Schools Forum meeting 20 September 2017 Decisions List (*to follow*)

## **12. BACKGROUND DOCUMENTS**

None

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## DECISIONS OF THE SCHOOLS FORUM HELD ON WEDNESDAY 5 JULY 2017

These decisions are published for information in advance of the publication of Minutes

### DECISIONS:

#### 1. MATTERS RAISED BY SCHOOLS

Resolved –

- (1) Re. the letter to the Chair from Bingley Grammar School regarding de-delegation for maternity costs in the secondary phase in 2017/18, that a report is presented to the next meeting, which enables the Schools Forum to make a recommendation on the matter.
- (2) Re. the communication to the Chair from the CEO of BDAT regarding Trade Union Facilities Time, that this be considered within the established review process, that will begin in September, which informs the Schools Forum's annual decisions on de-delegation matters.

*Action: Business Adviser (Schools)*

#### 2. STANDING ITEM – DSG GROWTH FUND ALLOCATIONS

Resolved - That the Growth Fund allocations set out in Document HI be agreed.

*Action: Business Adviser (Schools)*

#### 3. SCHOOLS FORUM MEMBERSHIP – CHAIR AND VICE CHAIR

Resolved – That the established approach (email) be followed for the collection of nominations and for the election of the Chair and Vice Chair of the Schools Forum for 2017/18.

*Action: Business Adviser (Schools)*

#### 4. SCHOOLS FORUM MEMBERSHIP

Resolved – The Schools Forum supports the membership composition for 2017/18 as proposed in Document HJ and agrees for this to be worked towards.



**Action:** *Business Adviser (Schools)*

**5. SCHOOLS FORUM PANEL RECOMMENDATION – OASTLER SCHOOL**

Resolved – The Schools Forum supports the recommendation of the Panel. The Forum also recognises the initial response from the Authority to this recommendation. This recommendation be presented to the Executive for decision.

**Action:** *Business Adviser (Schools)*

**6. UPDATE ON MATTERS CONCERNING THE 2017/18 DEDICATED SCHOOLS GRANT**

Resolved –

(1) That the information contained in Document HL be noted.

(2) That further information is provided on grants of a significant value that are being allocated directly into schools and MATs in the District, including to Teaching School Alliances, to facilitate further consideration and the monitoring of how these grants are being effectively deployed.

**7. UPDATE: STRATEGIC REVIEW OF SEND & HIGH NEEDS BLOCK MATTERS**

Resolved – That the update provided on the Strategic Review of SEND and High Needs Block Matters be noted.

**8. SCHOOLS' OUTTURN (REVENUE BALANCES) 2016/17**

Resolved – That information contained in Document HN be noted. That the minutes of the meeting record the Forum's significant concerns regarding the deficit position of Hanson School.

**9. SCHOOLS' FINANCIAL VALUE STANDARD**

Resolved – That information contained in Document HO be noted.

**10. FINANCIAL CLASSIFICATION OF MAINTAINED SCHOOLS 2017/18**

Resolved – That information contained in Document HP be noted.

**11. OTHER SCHOOLS FORUM STANDING ITEMS**

No resolution was passed on this item.

**12. ANY OTHER BUSINESS**

No resolution was passed on this item.

### **13. DATE OF NEXT MEETING**

**The next meeting of the Schools Forum is Wednesday 20 September 2017.**

*FROM: Parveen Akhtar (City Solicitor)  
City of Bradford Metropolitan District Council*

*Contact: Asad Shah: 01274 432280  
Committee Secretariat*

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## DECISIONS OF THE SCHOOLS FORUM HELD ON WEDNESDAY 20 SEPTEMBER 2017

These decisions are published for information in advance of the publication of Minutes

### DECISIONS:

#### 1 MATTERS RAISED BY SCHOOLS

No resolution was passed on this item.

#### 2 STANDING ITEM - DSG GROWTH FUND ALLOCATIONS

No resolution was passed on this item.

#### 3 UPDATE – STRATEGIC SEND REVIEW & CONSULTATION

Resolved – That the update from the Authority on the strategic review of SEND and alternative provision be noted.

#### 4 SECONDARY PHASE DE-DELEGATION FOR MATERNITY SCHEME COSTS

Resolved – That maintained secondary schools be reimbursed using option 2 as set out in Document HQ.

*ACTION: Business Advisor (Schools)*

#### 5 NATIONAL FUNDING FORMULA - UPDATE

Resolved –

(1) That the information contained in Document HR be noted.

(2) That analysis is provided to the next meeting on the real terms pressures facing schools over the next 2 financial years.

*ACTION: Business Advisor (Schools)*



**6. OUTLINE - FORMULA FUNDING ARRANGEMENTS & CONSULTATIONS  
2018/19**

**Resolved –**

- (1) That Schools Forum Members be invited to a ‘Formula Funding Working Group’ meeting in order to give Members the opportunity to consider the National Funding Formula and 2018/19 arrangements in more detail in advance of the next Schools Forum meeting.**
- (2) That the Business Advisor (Schools) presents the key decisions, to be made on primary and secondary 2018/19 formula funding, to BPIP (at next week’s conference) and to secondary headteachers / CEOs (at a session to be organised by the Vice Chair).**

**ACTION: Business Advisor (Schools).**

**7. WORK PROGRAMME AND SCHEDULE OF MEETINGS 2017/18 ACADEMIC  
YEAR**

**Resolved – That the proposed programme be noted.**

**8 SCHOOLS FORUM STANDING ITEMS**

**No resolution was passed on this item.**

**9 AOB / FUTURE AGENDA ITEMS**

**No resolution was passed on this item.**

**10 DATE OF NEXT MEETING**

**The next Forum meeting is scheduled for Wednesday 18 October 2017. Please note that the July 2018 meeting has been rescheduled to Wednesday 11 July 2018.**

*FROM: Parveen Akhtar (City Solicitor)  
City of Bradford Metropolitan District Council*

*Contact: Asad Shah: 01274 432280  
Committee Secretariat*

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## **Report of the Chair of Children's Services Overview and Scrutiny Committee to the meeting of the Committee to be held on Wednesday 27 September 2017**

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**Subject:**

**H**

**Subject: Children's Services Overview and Scrutiny Committee Work Programme 2017-18**

**Summary statement:**

This report presents the Committee's Work Programme 2017-18

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Cllr Dale Smith  
Chair – Children's Services O&S  
Committee

**Portfolio:**  
**Education, Employment and Skills**  
**Health & Well Being**

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## **1. SUMMARY**

1.1 This report presents the Committee's Work Programme 2017-18.

## **2. BACKGROUND**

2.1 Each Overview and Scrutiny Committee is required by the Constitution of the Council to prepare a work programme (Part 3E – Overview and Scrutiny Procedure Rules, Para 1.1).

## **3. REPORT ISSUES**

3.1 **Appendix 1** of this report presents the Work Programme 2017-18.

### **3.2 Work planning cycle**

Best practice published by the Centre for Public Scrutiny suggests that 'work programming should be a continuous process'. It is important to regularly review work programmes so that important or urgent issues that come up during the year are able to be scrutinised. In addition, at a time of limited resources, it should also be possible to remove projects which have become less relevant or timely. For this reason, it is proposed that the Committee's work programme be regularly reviewed by Members throughout the municipal year.

Members may wish to amend the current work programme (Appendix 1) and / or comment on the proposed work planning cycle set out above.

## **4. FINANCIAL & RESOURCE APPRAISAL**

None

## **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

None

## **6. LEGAL APPRAISAL**

None

## **7. NOT FOR PUBLICATION DOCUMENTS**

None

## **8. RECOMMENDATIONS**

8.1 That the Work Programme continues to be regularly reviewed during the year.

## **9. APPENDICES**

9.1 Appendix 1 – Children's Services Overview and Scrutiny Committee Work Programme 2017-18



# Democratic Services - Overview and Scrutiny

## Childrens Services O&S Committee

Scrutiny Lead: Licia Woodhead tel - 43 2119

### Work Programme 2017/18

#### Description

#### Report

#### Agenda

##### Wednesday, 11th October 2017 at City Hall, Bradford.

Chair's briefing 26/09/2017. Report deadline 28/09/2017.

- 1) Education Standards and School to School Partnership arrangements
- 2) Child Sexual Exploitation
- 3) Bradford Safeguarding Children Board - 9 Point Strategic Plan
- 4) Children's Services O&S Committee Work Programme

The Committee will receive a report on Educational Standards 2017 - Early Years to Key Stage 4.

Judith Kirk

The Committee will receive a report on CSE which will include data on the number of children under 16 that have been diagnosed with a sexual transmitted disease, the number of children under 16 that have had multiple pregnancy terminations and numbers and what action has been taken in relation to historical cases.

Jenny Cryer

The Committee will receive an update report on the 9 point strategic plan.

Jenny Cryer

The Committee will consider its work programme and make changes as necessary.

Licia Woodhead

##### Wednesday, 22nd November 2017 at City Hall, Bradford.

Chair's briefing 06/11/2017. Report deadline 09/11/2017.

- 1) Workloads of Children's Social Care Services
- 2) Youth Voice
- 3) Schools Forum
- 4) SEND and the development of a new free school
- 5) Children's Services O&S Committee Work Programme

The Committee will receive a report on the work of Children's Social Care Services, including information relating to the Service's key performance indicators.

Jim Hopkinson

The Committee will consider a report on Youth Voice.

Heather Wilson

The Committee will receive an update report on the work of the Schools Forum.

Andrew Redding

The Committee will receive a report on Special Educational Needs and the development of a new free school.

Judith Kirk

The Committee will consider its work programme and make changes as necessary.

Licia Woodhead

##### Tuesday, 28th November 2017 at City Hall, Bradford.

Chair's briefing 13/11/2017. Report deadline 16/11/2017.

- 1) Young People's Mental Health

The joint Committee will receive an update report on Young People's Mental Health.

## Childrens Services O&S Committee

Scrutiny Lead: Licia Woodhead tel - 43 2119

### Work Programme 2017/18

#### Description

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**Tuesday, 28th November 2017 at City Hall, Bradford.**

Chair's briefing 13/11/2017. Report deadline 16/11/2017.

- 2) Autism
- 3) Young Carers

The joint Committee will receive a report on Autism in children and young people

The Committee will receive a report on health issues in relation to young Carers.

**Wednesday, 13th December 2017 at City Hall, Bradford.**

Chair's briefing 27/11/2017. Report deadline 30/11/2017.

- 1) Children Missing from Home and Care
- 2) Education Covenant
- 3) Children's Services O&S Committee Work Programme

The Committee will receive an update report on Children Missing from Home and Care, with information broken down by

The Committee will receive an update report on the Education Covenant, and that the Regional Schools Commissioner and leaders of the District's MATs be invited to the meeting.

The Committee will consider its work programme and make changes as necessary.

Jim Hopkinson

Jenny Cryer

Licia Woodhead

**Wednesday, 17th January 2018 at City Hall, Bradford.**

Chair's briefing 02/01/2018. Report deadline 04/01/2018.

- 1) Schools Forum
- 2) Recruitment and retention of Teachers
- 3) Neglect
- 4) Children's Services O&S Committee Work Programme

The Committee will receive an update report on the work of the Schools Forum.

The Committee will receive an update report on the recruitment and retention of teachers.

The Committee will receive a report on neglect

The Committee will consider its work programme and make changes as necessary.

Andrew Redding

Judith Kirk

Jenny Cryer

Licia Woodhead

**Wednesday, 14th February 2018 at City Hall, Bradford.**

Chair's briefing 29/01/2018. Report deadline 01/02/2018.

- 1) Better Start Bradford
- 2) Children's Centres

The Committee will receive an update report demonstrating outcomes of the package of programmes being delivered by Better Start

The Committee will receive a progress report on Children's Centres including clarification of the relationship with health and midwifery.

Michaela Howell

Judith Kirk

## Childrens Services O&S Committee

Scrutiny Lead: Licia Woodhead tel - 43 2119

### Work Programme 2017/18

#### Description

#### Report

#### Agenda

##### **Wednesday, 14th February 2018 at City Hall, Bradford.**

Chair's briefing 29/01/2018. Report deadline 01/02/2018.

- 3) Children's Services O&S Committee Work Programme

The Committee will consider its work programme and make changes as necessary.

Licia Woodhead

##### **Wednesday, 14th March 2018 at City Hall, Bradford.**

Chair's briefing 27/02/2018. Report deadline 01/03/2018.

- 1) Workloads of Children's Social Care Services

The Committee will receive a report on the work of Children's Social Care Services, including information relating to the Service's key performance indicators.

Jim Hopkinson

##### **Wednesday, 11th April 2018 at City Hall, Bradford.**

Chair's briefing 26/03/2018. Report deadline 27/03/2018.

- 1) Schools Forum

The Committee will receive an update report on the work of the Schools Forum.

Andrew Redding

- 2) Capital allocations and school expansion programme 2018-19

The Committee will receive an update report on Capital Allocations and the School Expansion Programme.

Ian Smart

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