



# **Agenda for a meeting of the Children's Services Overview and Scrutiny Committee to be held on Wednesday, 13 December 2017 at 4.30 pm in Committee Room 1 - 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 Sharp	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
Tom Bright	Teachers Secondary School Representative
Irene Docherty	Teachers Special School 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  
Agenda Contact: Fatima Butt / Jill Bell  
Phone: 01274 432227/434580  
E-Mail: fatima.butt@bradford.gov.uk / jill.bell@bradford.gov.uk

## **To:**

## **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.*

## **A. PROCEDURAL ITEMS**

## **3. MINUTES**

**Recommended –**

**That the minutes of the meeting held on 11 October 2017 be signed as a correct record (previously circulated).**

(Fatima Butt – 01274 432227)

#### **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.

(Fatima Butt - 01274 432227)

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

The Committee is asked to note any referrals that have been made up to and including the date of publication of this agenda 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. THE BRADFORD EDUCATION COVENANT**

The Education Covenant is a District-wide collaboration composed of public, business, schools, colleges, higher education, non-profit, community, and parents. It serves as a catalyst for organising community efforts and resources around a shared vision: all Bradford's children and young people will travel a safe, healthy, and successful educational path from cradle to career.

The Strategic Director, Children's Services will submit **Document "Q"** which provides a summary of the progress that has been made in implementing the Education Covenant to increasing the level of support, time and investment from the local community, whether voluntary organisations, businesses, or parents, in children and young people.

**Recommended-**

**(1) That the report be considered and the progress made be welcomed.**

- (2) That the work of community partners in delivering work with Bradford children and young people undertaken as part of the Covenant be commended.
- (3) That as part of their roles Committee Members promote the Education Covenant.

(Jenny Cryer – 01274 434333)

## **7. CHILDREN MISSING FROM CARE**

The Deputy Director, Children's Social Care will submit **Document "R"** which highlights the work being undertaken in Bradford to prevent children being missing from care, the actions taken to protect young people when they do go missing and the provision that is in place to meet their needs.

### **Recommended-**

- (1) That the work being undertaken to safeguard looked after children who go missing in Bradford be welcomed.
- (2) That the Multi-Agency Strategy to safeguard children who go missing be supported and reported to elected members on a yearly basis.

(David Byrom – 01274 432986)

## **8. SCHOOL ADMISSIONS**

The Strategic Director, Children's Services will submit **Document "S"** which details the annual admissions to schools process, the current position with annual admissions, appeals and in year applications. The report provides an update on the progress the Admissions Team have made with the programme of change over the last 12 months and will outline changes of the forthcoming year.

### **Recommended-**

- (1) That the Committee notes the current position with Admissions.
- (2) That the Strategic Director Children's Services reminds all schools, regardless of status, their requirement to be compliant with the Code of Practice regarding consultation of their admission policy every seven years and to comply with the requirement to send their policy, every year to the Local Authority by the deadline of 15<sup>th</sup> March.

- (3) That the Strategic Director ensures that all new educational establishments comply with the Code and their admissions policies compliment the policies of the current educational establishments already in operation within Bradford.
- (4) That the Strategic Director considers the role of the BACs (Behaviour and Achievement Collaborative) and how it aligns with the Fair Access Protocol to ensure the legal rights of parents are met.

(Rachel Phillips – 01274 439215)

**9. PURCHASE OF INDEPENDENT FOSTERING AGENCY PLACEMENTS UNDER THE REGIONAL WHITE ROSE FRAMEWORK PROCURED BY LEEDS CITY COUNCIL**

The Yorkshire & Humber regional commissioning arrangement for placements is through The White Rose group. In June 2011 the Association of West Yorkshire CEO's directed officers to collaborate to achieve savings in the purchase of external placements. The local authorities of Bradford, Calderdale, Leeds, Kirklees, Wakefield and Doncaster agreed to join this collaborative approach. The membership of this group has increased to include local authorities from across the region; there are currently 14 local authorities involved. The overall aim of the project was to deliver a contractual basis for each Local Authority to purchase IFA (Independent Fostering Agency) and Residential Care placements from Framework Agreements in line with the demand for LAC (Looked After Children) placements. Leeds City Council led the overall procurement of regional Framework agreements.

**Document "T"** reports on the decision by the Strategic Director, Children's Services to utilise the regional White Rose framework in order to purchase placements with Independent Fostering Agencies for looked after children. A new framework will be advertised by Leeds City Council, in order to replace the current framework that ends on 31<sup>st</sup> March 2018.

**Recommended-**

**That the Committee note the decision of the Strategic Director of Children's Services, that CBMDC is named as a purchasing organisation in the IFA framework advertised by Leeds City council, and that. Children's Services purchase IFA placements from this framework, utilising a competitive process where placement requirements are advertised to all providers on the framework and the placement that best meets need is purchased.**

(Mary Brittle – 01274 432633)

**10. CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE  
WORK PROGRAMME 2017/18**

The report of the Chair of Children's Services Overview and Scrutiny Committee (**Document "U"**) 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 Services Overview and Scrutiny Committee to be held on 13<sup>th</sup> December 2017**

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**Q**

### **Subject:**

**The Bradford Education Covenant**

### **Summary statement:**

This report provides a summary of the progress that has been made in implementing the Education Covenant to increasing the level of support, time and investment from our local community, whether voluntary organisations, businesses, or parents, in our children and young people.

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Michael Jameson  
Strategic Director

**Portfolio:**  
**Education, Employment and Skills**

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**Overview & Scrutiny Area:**  
Children's Services

## **1. SUMMARY**

This report provides a summary of the progress that has been made in implementing the Education Covenant to increasing the level of support, time and investment from our local community, whether voluntary organisations, businesses, or parents, in our children and young people.

The Education Covenant is a District-wide collaboration composed of public, business, schools, colleges, higher education, non-profit, community, and parents. It serves as a catalyst for organising community efforts and resources around a shared vision: all Bradford's children and young people will travel a safe, healthy, and successful educational path from cradle to career.

A lot of work has been done over the last six months and new partnerships are being made daily with different members of the community, who are offering resources and expertise and we are truly ready for blast off! But, we need more support, there is so much potential within the District to make a real positive transformational change, which will affect so many children and young people, especially those who are most disadvantaged and hardest to reach.

## **2. BACKGROUND**

The Bradford Education Covenant was created in November 2015 with the aim of bringing together relevant partners and stakeholders to improve the life chances and opportunities of the children and young people of the Bradford District. The ethos behind the covenant is that improving educational attainment and outcomes for Bradford's children is everyone's business. The Covenant offers a way to connect individuals, businesses and organisations to schools and young people. The Covenant is not just about adding up the sum total of our independent work, it's about a long-term commitment to act together in new and powerful ways to achieve large-scale and deep-rooted change for our children and young people.

Since the Full Council decision in 2015 to endorse the Education Covenant there has been significant progress made in developing the strategy, identifying new high quality programmes, supporting the better alignment of existing activities, establishing shared measures for meaningful results, building public will, and advancing work together with our community partners on behalf of Bradford's children and young people.

There are a number of core programmes that have been aligned to support the Education Covenant:

- The Industrial Centres of Excellence
- The Inspiring Bradford programme
- Bradford Pathways
- Governor recruitment
- Delivery of work experience
- Bradford Community Champions

Operational activity and co-ordination sits within Children's Services in the Bradford Pathways team with administrative support from the Work Experience team. The delivery of the Covenant is undertaken by a network of individuals, businesses, and community organisations working together as 'Covenant Ambassadors'. Our Covenant Ambassadors are committed to our District and eager to prepare a transformational solution that



benefits all of our children and young people.

Since the start of the year Bradford Education Covenant has directly impacted on total of 927 companies ( and another 3673 through offering work experience placements) , who have offered their time and commitment to a range of activities supporting schools and students. In addition, the Covenant has empowered schools to make many more direct contacts with business who have supported them. The Covenant has also connected with 76 community organisations who have then gone on to engage with Bradford schools. During just one programme- the Inspiring Bradford week, 200 businesses, 35 schools and 3275 young people took part in the activities on offer, helping to inspire them and giving them direct contact with successful businesses and individuals. The Bradford Industrial Centres of Excellence programme has reached over 300 businesses, and 3000 students.

### **3 LAUNCH AND DEVELOPMENT**

The Bradford Education Covenant was initially developed in 2015 and had a formal launch at an event for Community Champions run at City Hall in May 2016.

#### **3.1 Engagement activity**

- Initial engagement was through an advert was placed on the Bradford Council website, as well as through social media, inviting people to engage in conversation about it.
- A series of You Tube videos were also created with a focus on;
  - After school cooking clubs.
  - Business engagement.
  - Governors
  - Family Learning
- Engagement activity has taken place with a wide range of stakeholders including business organisations such as Bradford Breakthrough and the Chamber of Commerce, religious leaders through the Bishop of Bradford, and schools through briefings for head teachers.
- The Education Covenant was the topic for the Public Forum for Education (PFE) in June 2016, with speakers that included young people, representatives from business, parents and the voluntary sector.
- A breakfast conference was held on 1 February 2017, to extend the discussion and highlight the excellent work that was already taking place across the District with a view of developing the next stage of the Covenant and bringing to fruition new ideas offered by partners.

#### **3.2 Branding and promotion**

The branding and promotion for the Education Covenant has been developed with a logo that is aligned to the branding of 'People Can'. This has been used for the production of Education Covenant banners, pledge cards and the twitter account. These were launched in conjunction with the new Bradford Community Champions initiative, which was founded by Gill Arnold JP and consists of a team of 24 Community Champions, who volunteer to go

into schools to inspire children and young people, focusing on the journeys into careers. The launch was attended by 60 delegates both from school settings, businesses and the community.

Communication of good news stories, engagement and development of the Education Covenant is being disseminated publicly through blogs, newsletters, twitter and press releases. As well as this, the first edition of the Education Covenant Prospectus has been designed, printed and distributed to all schools. The Prospectus includes 49 free programmes offered by partners from a range of sectors. This is helping to raise the profile of the Education Covenant as well as bringing on board new partners.

### **3.3 Example of Covenant Activity**

There are a wide range of activities that are part of the Education Covenant and there are organisations coming forward every day to offer more. Some of the wider activities are described as follows:

### **3.4 District wide Covenant Activity**

- The 'Inspiring Bradford' event ran from 13th – 19th October; a week of inspirational careers events in both primary and secondary schools. Each day had a different theme: business and economy, diversity, women in science, the arts and career routes such as apprenticeships and university. The initiative was developed by a range of partners working closely with both primary and secondary schools across the district. These include Bradford Council, University of Bradford, the National Science and Media Museum, the National Association of Head Teachers and Education and Employers.
- The Prevention of Delirium (POD) Project or Dementia Pilot Programme for students provided an opportunity for Post 16 students to visit either Westwood Park Rehab Centre (BD6) or Westbourne Green Community Hospital (BD8) to develop their understanding of the complex needs of elderly people. Students spent time talking to patients and running activities with them to develop their interpersonal and communication skills, team working and leadership skills. It also provided an insight into careers within Elderly Care.
- Volunteer teachers, Imams and faith leaders in Bradford have been awarded new formal teaching qualifications after taking part in a ground breaking initiative aimed at improving education. This programme has been run by Bradford Council in partnership with Bradford College.
- Ernst and Young Foundation are promoting the opportunity for students to be involved in one of their two programmes for young people; Smart Futures and Our Futures. Smart Futures offers students (higher achievers) a 2 week paid internship with an employer in the school holidays (Easter or summer) for those students on free school meals.
- Judge Jonathan Rose's Student Pre University Court Exposure (Spruce) has offered students applying for law a chance to see the work of the courts. 45 students from Bradford District attended 27<sup>th</sup> – 29<sup>th</sup> June 2017.

- A Strong partnership has been made with the Science and Media Museum and a 'Future zone' promoting careers in STEM was included in the Science Festival which took place over the summer.
- G4S (a British multinational security services company) have pledged £5K per year to support Education Covenant activity, the first 5K will support the development of teaching resources in the format of lesson plans, that focus on new arrivals that are set up their own businesses in the Bradford district.
- Staffing resources have been secured from external partners and located within the Bradford Pathways team:
  - Queens College Cambridge - schools liaison Officer with a remit around widening the participation agenda and social mobility for our most able but disadvantaged young people.
  - Beanstalk – It is proposed that one member of staff join the Bradford Pathways team. This will commence on 30 November 2017.
  - Careers Enterprise Company (CEC) – CEC have agreed to work with Bradford Council to support the covenant including basing a worker with the Covenant Team.
- A Centre of Excellence for Health and Social Care has been established. Investment has been sourced from the NHS and Better Start Bradford to develop a 4 year rolling programme. This will drive and develop young people's skills to fit the needs of the industry.
- The National Literacy Trust (NLT) and the Bradford hub have successfully secured additional resource from the Morrison's foundation to support the work of the hub. This will enable all Bradford schools to have membership to the NLT and a range of resources and targeted schools will be able to access a range of training and CPD. There will also be an increased focus on volunteer literacy champions as well as other opportunities to look out for in the new academic year.
- The literacy hub has lead on the development of a national network to support and promote the role of men in the early years in the shape of the National Men in the early year's conference which was held in Bradford on the 18th July. Attended by over 150 individuals from across the country and brought together a host of local, National and international experts to share practice and seek a new strategy to counter the effect of gender imbalance in the early years workforce.

### **3.5 Developing work within the Covenant**

The potential of the Education Covenant as a catalyst to bring community partners together to accomplish more, rather than working independently. The future plans for the Covenant include:

- A developing STEM partnership with Bradford University
- Further work to identify pupils entitled to free school meals who are not claiming these
- Build on the work currently underway with those schools who have the most disadvantaged and hardest to reach students such as; Merlin Top Primary School,

Killinghall Primary School, Carlton Bolling College, Hanson Academy and providing opportunities for those who wouldn't normally have access to them.

- Work with the union learn organisations to promote apprenticeships
- A planned CPD programme for teachers
- Early discussions with Morrison's about developing breakfast clubs in schools with high numbers of students on free school meals.
- The development of a brokerage website, where businesses can pledge and schools can ask for help
- Plans are underway to extend the Covenant to include a cultural covenant; to explore parental commitment and to develop our Business Covenant alongside the Education one. We are also developing an interactive website, support and materials for parents and students themselves.
- A pilot of the Social Mobility Business Partnership 2018 Work Insight and Skills Programme will be launched in 2018 working in partnership with Provident Financial Group.
- A schools programme is being developed with the Prayer for Bradford Group
- Employability Workshops are being developed with the Baroness Warsi Foundation.
- Discussions are taking place with the Bradford Hospitals Charity around inspiring schools work.
- A focus on those groups of people who we have not fully tapped into yet, but whom have real influence and give so much to the District, in particular our Members of Council and our school governors.
- The development of the Covenant Ambassadors scheme to encourage participation

### **3.6 Development of the Cultural Covenant**

Work is also just beginning on the development of a "Cultural Covenant" with the aspiration that all Bradford's young people will have 25 cultural experiences by the age of 25 ("25 by 25"). This work is being done in conjunction with the Local Culture Education Partnership. Discussions are taking place with key stakeholders within the local cultural community to establish the range of experiences available in Bradford that would count toward the achievement of the "25 by 25" ambition. Within this there is an expectation that when attending one of these experiences in Bradford that there is a clear educational and developmental benefit based on attending that setting.

It is proposed that an App will be developed to both record and track a young person's progress toward the "25 by 25" goal and as a promotional tool for the local events and activities that will count toward the 25 experiences.

The recognition and celebration of the journey of our young people and different communities through the delivery of a cultural covenant will be critical. It is anticipated that awards ceremonies will celebrate significant milestones (for example potentially 10 experiences by aged 10 or similar), as well as particular achievements by children and young people but also to recognise the schools, colleges and training providers that are sourcing and maximising these opportunities for the development of Bradford's youth population.

## **4 OTHER CONSIDERATIONS**

The Education Covenant is part of the wider work on community-based development activities through the Business Covenant, Inclusive Growth, People Can and the

Opportunity Area.

## **5 FINANCIAL & RESOURCE APPRAISAL**

The Education Covenant has primarily been funded through the implementation fund. The Council commitment is enabling partner contributions to be developed as a key part of the Covenant offer.

## **6 RISK MANAGEMENT AND GOVERNANCE ISSUES**

No significant risks.

## **7 LEGAL APPRAISAL**

No legal issues.

## **8 OTHER IMPLICATIONS**

### **8.1 EQUALITY & DIVERSITY**

None

### **8.2 WARD IMPLICATIONS**

There are no Ward or area implications the Education Covenant works on behalf of all children and young people in Bradford and the District.

### **8.3 NOT FOR PUBLICATION DOCUMENTS**

None

## **9. OPTIONS**

No Options

## **10. RECOMMENDATIONS**

- That the report be considered and the progress made be welcomed.
- That the work of our community partners in delivering work with Bradford children and young people undertaken as part of the Covenant be commended.
- That as part of their roles Committee Members promote the Education Covenant.

## **11. APPENDICES**

Appendix A - Examples of work in schools

## **12. BACKGROUND DOCUMENTS**

None

### Examples of work in schools

- Incommunities Housing have attended two Primaries and arranged activities to be delivered at both, this included a site visit, some group work and an enterprise task, there was also an interactive master classes in plumbing and plastering. They met with apprentices both male and female who currently work for Incommunities demonstrating the diversity and possible routes into training and employment. Alongside this, six pupils from Bowling Park Primary School have been given a unique taster into the world of work with a visit to Incommunities' Construction Training Centre.
- Bradford Teaching Hospitals ran an Introduction to Medicine Summer School from the 19th - 28th July 2017 in Partnership with Xperience. 3 students from two Bradford schools attended the event. The Interview Practice for Medical School took place on 28th October at Bradford Teaching Hospital, 28 students attended on the day from a number of schools across Bradford including; Beckfoot School, Bradford Grammar School and Titus Salt School.
- Bradford Pathways have been involved in Hanson Careers Day. A number of guest speakers and organisations talked about their roles, opportunities, importance of soft skills, what an employer is looking for and the downside of social media.
- A three day Careers event took place in July at Tong School. Year 10 students had the opportunity to visit colleges, universities and employers. There were a number of organisations that came in and ran workshops for the students around soft skills, what makes a good employee and CV writing.
- The NG Bailey engineering-based work experience programme took place during the October half term week (23rd-27th October). The following is feedback provided by one of the students at Bradford Grammar school who attended the event. :
  - "The NG Bailey engineering programme was very well organised and very informative, although it did make me realise engineering was not for me".
  - "The programme enabled me to see how the projects at NG Bailey worked for example the York Piazza and the work continued work that goes on at the Leeds Trinity shopping centre to keep it running. Site visits helped me to see how new technologies worked on a real project".
  - "The company had arranged a variety of workshops and site visits which assisted my understanding and knowledge of how the different aspects of a project worked".
- NG Bailey are also engaged with some of our hardest to reach students in Hanson Academy, Tong High School and Bradford Academy through the Centre of Excellence for Science and Environmental Technologies.
- St Matthew's CE Primary Careers Taster will take place on 22nd November for 60 Year

6 pupils where employers will provide “hands on” activities for the pupils related to their sector. Pupils will have the opportunity to explore different sectors and jobs and find out what it is like to “go to work”. Employers confirmed to date are: Provident Financial, Neighbourhood Wardens.

- F1 Launch - (Jaguar Primary School Challenge) launches Friday 17th November at 11am and will be hosted by Hanson school. The event organised through the STEM Programme and is supported by Bradford College, Hanson School, Denford, Bradford Pathways and the University of Bradford. The challenge is open to students aged 5-11 years old and involves designing and manufacturing the fastest car possible emulating the design and engineering processes employed by real engineering companies, such as Jaguar Cars. The Jaguar Primary School Challenge is sponsored and supported by Jaguar Cars who have been a supporter of F1 in Schools since its launch in 2000.
- 13 primary and secondary schools trained and delivering bespoke performance poetry interventions in school. This amounts to 23 members of staff, and over 300 pupils taking part in a range of writing and performance activities including events with performance poets who inspire a love for poetry and writing. Last year's school cohort achieved significant impact with 100% of pupils taking part achieving at least expected standards and over 36% exceeding in reading and writing assessments. Beyond the increase in writing attainment was the positive change in attitudes towards writing and reported increased confidence and self-esteem of the children and young people taking part. Through a partnership with the Bradford Literature Festival we were able to provide a focussed day for schools with a range of prominent performance poet's form across the UK.

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## **Report of the Deputy Director (Children's Social Care) to the meeting of the Children's Services Overview and Scrutiny Committee to be held on 13<sup>th</sup> December 2017**

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**R**

**Subject:**

**Children Missing from Care**

**Summary statement:**

The report highlights the work being undertaken in Bradford to prevent children being missing from care, the actions taken to protect young people when they do go missing and the provision that is in place to meet their needs.

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(Through Care & Resources)

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**Portfolio:**

Education, Employment and Skills

**Overview & Scrutiny Area:**

Children's Services

## 1 SUMMARY

- 1.1 This report considers the activity and performance of the system responding to children who run away or go missing from care. The report makes reference to the Statutory Guidance on Children who run away or go missing from home or care (January 2014) and the West Yorkshire Police Joint protocol for Children Missing from Home or Care (February 2015).

## 2 BACKGROUND

- 2.1 The Director of Children Service launched the imperatives on the 12<sup>th</sup> June 2017. One of the key imperatives being:

- reduce the number of children or young people who had a missing or absent incident during the previous 12 months.

This report will highlight the work that is being undertaken to achieve this desired outcome.

- 2.2 There has been a concerted effort over the last 24 months across partners to improve our local arrangements for children missing from care. We are now in a much stronger position to prevent, protect and ensure there is the correct level of provision in place to address the issue. A new Police Superintendent Alisa Newman is in post as children's safeguarding lead.
- 2.3 A Missing Children Multi – Agency Strategy and Action Plan 2016-18 has been developed which outlines the activity in this area and which will be performance managed by the Bradford Safeguarding Children Board (BSCB). This will be tabled with the CSE sub group of the BSCB in December. The Strategy and Action Plan is attached as an appendix to this report.
- 2.4 Nationally in the year 2015/16 32, Police Forces reported 44,189 incidents of missing relating to 9,367 children. Of these, it is reported that children in care were responsible for 88% across 29 forces.
- 2.5 Between the 1st April 2017 and 30th September 2017, there were 1290 missing Incidents in relation to 522 individual children recorded on LCS (Local Children's System). This includes 568 incidents that are reporting CLA (children looked after) missing from home, these incidents relate to 104 individual children. Locally children in care are responsible for 44% of missing incidents.
- 2.6 The table below compares the number of missing incidents and children in Apr-Sept 2017 to the previous year;

	1 Apr - 30 Sept 2016			1 Apr - 30 Sept 2017	
	Episodes	Children		Episodes	Children
Non LAC	669	436		722	428
LAC	472	58		568	104
Grand Total	1141	489		1290	522

The tables below compare the children who were missing by age, gender and ethnicity

	1 Apr - 30 Sept 2016				1 Apr - 30 Sept 2017		
	Male	Female	Unknown		Male	Female	Unknown
Non LAC	236	199	1		247	172	9
LAC	24	34	0		56	48	0

The numbers of male Non LAC going missing has increased slightly and the numbers of females decreasing compared to 2016. However, the numbers of CLA missing by gender has increased with a significant increase in the males which has more than doubled compared to 2016.

	1 Apr - 30 Sept 2016			1 Apr - 30 Sept 2017	
	Non Lac	LAC		Non Lac	Lac
0-4	28	0		15	0
5-9	53	2		44	4
10-15	256	35		263	59
16+	98	21		95	41
Blank	1	0		11	0

The age groups of Non LAC going missing has seen a slight fall in most age group compared to 2016; however there was a slight increase in the 10-15 age group who went missing.

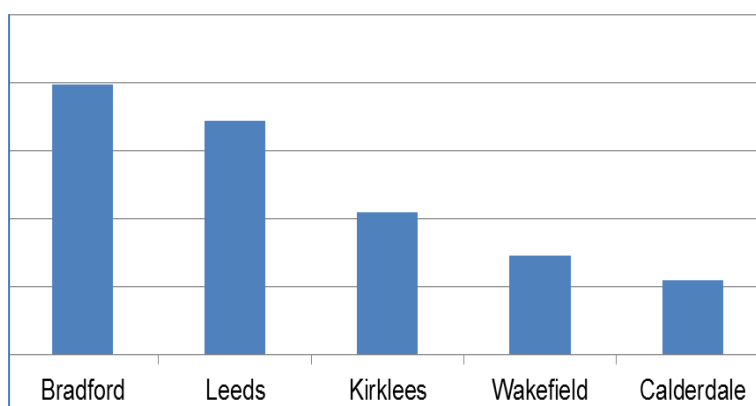
The age group of CLA missing has seen an increase in all groups compared to 2016.

Of the 522 children with a missing incident during 1 Apr – 30 Sept 2017 there were 118 with 3 or more incidents (23%). This is an increase on the previous year when it was 71 children (15%).

Bradford reports a higher number of missing incidents than its neighbouring West Yorkshire authorities, and the least number of absent. The graph below highlights the current performance around reporting of missing and absent across the West Yorkshire region. Bradford has the lowest level of absent and the highest number of missing both medium and high risk, this is strong evidence that there is a robust partnership approach to missing in the district and this is understood across both the Police force and our placements. All missing incidents are reviewed and reporting strategies are in place that are adhered to. These are subject to regular review and discussed at operational meetings.

	Leeds	Wakefield	Kirklees	Calderdale	Bradford	West Yorkshire
Absent	20.8%	26.9%	40.1%	39.0%	12.0%	23.5%
Misper Low	10.7%	10.9%	9.1%	11.0%	7.4%	9.6%
Misper Med	53.1%	47.2%	39.2%	36.0%	61.9%	51.2%
Misper High	15.3%	15.0%	11.6%	14.0%	18.9%	15.7%

Incidents by Local Authority 1 Apr – 30 Sept 2017



### 3 REPORT ISSUES

#### Prevention

- 3.1 The Joint Protocol for Children Missing from Home or Care and the Statutory guidance on children who run away or go missing from home or care has been reviewed with staff teams and expectation set. An audit of case files of young people who have been missing has taken place twice over the last six months, this has highlighted improved practice. The missing coordinator scrutinises recording on LCS to ensure that procedure is followed.
- 3.2 The data analyst post in this area is currently vacant; however we continue to receive good quality information which is linked directly to the Missing Co-ordinator within social care and the Police missing coordinator. Recruitment to the post is underway. These two posts have proved invaluable in ensuring we have an accurate picture of missing children and a rigorous response. The Missing Co-ordinator and Police Missing Officer support children's home staff in ensuring that all young people have an agreed reporting strategy in place. After a missing incident, the Co-ordinator contacts the placement to discuss the issues and see what has been put in place to prevent a re-occurrence.
- 3.3 The Missing -coordinator role has been in place for over 18 months. This innovation has created greater understanding of missing incidents and the activity of social work

and care staff to improve the situation. The Co-ordinator reviews all missing incidents and ensures that agreed protocols have been followed. They work with placements, review reporting strategies and assist in training of staff members on our local procedures and protocols. The Co-ordinator provides a weekly strategic report of missing events that is shared at a senior level. This provides assurance that procedure is being followed.

- 3.4 All children who go missing are offered a return to home interview within 24 hours. For children that are looked after we currently commission Voiceability to carry out this function. Voiceability report that 60% of young people who are looked after receive a return to home interview within 72 hours as per guidance. If the interview is refused or the young person is unavailable then voiceability will record this. There is an expectation that the young person will be visited by their Social Worker within 24 hours and a conversation will take place with the young person by the trusted adult in the home. If a young person is a persistent missing person the Social Worker will contact the home via telephone and speak to the young person. It is important in all cases that the young persons voice is captured as to why the incident took place. Information ascertained from return to home interviews is shared with the Police as a safeguarding measure.
- 3.5 For children missing who are not looked after, 95% receive a return to home interview within 72 hours; this activity is being proactively managed by a dedicated missing social care team within the initial assessment team. The detail from the interview is shared with the Police. By actively listening to young people, further incidents are reduced and referrals for service are made where this is necessary.
- 3.6 We have improved our arrangements significantly in relation to seeing young people after a missing occurrence, listening to them and acting on what they have said to prevent re-occurrence.
- 3.7 Currently there are 396 children from other Local Authorities placed in Bradford across a number of settings. The majority 336 are in a fostering situation. Links have been developed with the 8 private homes in Bradford to ensure that they follow the local reporting arrangements around missing. When a child is placed in Bradford by another Authority they have a statutory duty to notify us in writing. If there are additional risks this is highlighted and passed to the relevant team. If it becomes apparent that a Local Authority failed to share information of the arrival the Local Authority is challenged about future information sharing to the relevant Head of Service.
- 3.8 Where a young person has been missing from a foster placement there is an expectation that a meeting takes place involving the child's Social Worker, the Supervising Social Worker and the Foster Carer to ensure the issues are discussed and a protective plan put in place.
- 3.9 There is a good link between the CSE Hub and missing agenda. The teams are co-located and consider the issues at both daily meetings and at a monthly missing exploited meeting chaired by the Police.

- 3.10 In November 2017 Bradford Social Care and West Yorkshire Police are running a number of workshops to ensure new and experienced workers are clear about the expectations around missing children.
- 3.11 The Children Looked After Restorative Protocol has been reviewed to include the updated West Yorkshire Police Missing procedures and has been shared with service during November.

### **Protection**

- 3.12 A multi agency approach to information sharing has been established. This includes a daily meeting, fortnightly strategic meetings looking at the current top 5 young people who have been missing and a quarterly Strategic Partnership Meeting is in place that will monitor the multi-agency strategy and ensure there is a joined up approach to the issue. A report is provided on a weekly basis to the Chief Executive, Director of Children's Services and Chief Superintendent and other Senior Managers showing the activity to support the most vulnerable young people who have been missing in the week.
- 3.13 The current systems ensure there is an escalation policy in place and appropriate challenge across partners. This has led to improved practice and information sharing.
- 3.14 Systems have been established to ensure that all agencies are informed effectively of a missing event. This triggers the appropriate follow up action within service to support the placement and young people.
- 3.15 A number of young people have had their internal placement disrupted to prevent further missing incidents. This has led to either an internal move or a move to an external placement. Where we place out of Bradford a conversation takes place with the local Police Missing Co-ordinator and Placements Team prior to placement. For a number of young people this had proved to be a positive move with the number of missing incidents reducing or even ending. The local push and pull factors to missing being no longer in place.
- 3.16 There is an expectation across residential staff that they will prevent a young person leaving the home if immediate risk is apparent and that they will go looking for young people if they have failed to return to the home. Cars have been bought and placed at each children's home to support this activity. Staff will remain in contact with young people and, where possible, we will prevent recording as missing. All missing incidents are reviewed if a home hasn't followed the agreed expectations this will be challenged. At Ofsted key inspection and independent regulation 44 inspections of children's homes, the response to missing is always looked at in detail to ensure procedures have been followed. Where this is not the case the matter is escalated to the responsible individual to ensure remedial actions are carried out..

- 3.17 If a child living in a Children's home is recorded as high risk, they would have a reporting strategy in place jointly agreed with the Police and be reported missing almost immediately. This would also involve the setting up of a Special Operations Room led by a Detective Inspector to lead and co-ordinate the investigation. Senior Police leaders in Bradford have been very focused on ensuring that these children are prioritised when they go missing and all staff and managers have received several training inputs and briefings regarding Missing persons. This approach in Bradford does mean we have higher levels of recorded missing children, however, we agree this is the correct approach to assuring we are doing all we can to safeguard young people.

### **Provision**

- 3.18 We have revisited and re-launched our training, policies and procedures regarding missing incidents to ensure that all staff involved understand the expectations of them to support and safeguard young people in Bradford.
- 3.19 We are auditing our missing cases and bringing challenge to workers who have not followed the agreed procedure and protocols.
- 3.20 We are revising our local placement and training offer to staff, this includes signs of safety training and PACE training linked to improving the relationship between carers and the young people. This will lead to improved care setting for young people and reduce the push pull factors linked with missing.
- 3.21 We have revised our children's home offer in Bradford to provide smaller homes, they have reduced from 8 beds to 6, and by investing in the environment we are now providing a more homely setting to support young people who have been through challenging times.
- 3.22 We have worked as a partnership to ensure that we are ready for inspection either Single Inspection Framework or Inspection of Local Authority Children Service by Ofsted. Both frameworks will look to see if strong partnership arrangements are in place in the Local Authority. We have made great strides in the last 24 months being involved in leading regional training events and peer inspection. We have confidence that this has put the Authority and partnership in a stronger position.

## **4 OPTIONS**

- 4.1 The options are covered in the recommendations below in 6.

## **5 CONTRIBUTION TO CORPORATE PRIORITIES**

- 5.1 The system for responding to missing children is a central feature for keeping looked after children in the district safe. There is a direct link between children who go missing and being vulnerable to being either the victim or perpetrator of crime. By improving our local partnership response we will see a reduction in the number of times children who are looked after become involved in criminal justice system.

## **6 RECOMMENDATIONS**

- 6.1 That the work being undertaken to safeguard looked after children who go missing in Bradford be welcomed.
- 6.2 That the Multi-Agency Strategy to safeguard children who go missing be supported and reported to elected members on a yearly basis.

## **7 BACKGROUND DOCUMENTS**

- 7.1 None.

## **8 NOT FOR PUBLICATION DOCUMENTS**

- 8.1 None.

## **9 APPENDICES**

- 9.1 **APPENDIX 1** - Missing Children - Multi–Agency Strategy 2016–2018, Working together to Safeguard Children going Missing from Home & Care in Bradford.



# **Appendix 1**

## **Missing Children Multi-Agency Strategy 2016 - 18**

**Working Together to Safeguard Children going Missing from  
Home & Care in Bradford.**

## Statement of Intent

Children who go missing from home and care are an extremely vulnerable group of children and young people. It is estimated that nationally every year there are approximately 240,000 notifications of children going missing which relate to approximately 140,000 children. In the United Kingdom, a child is reported missing every three minutes. In Bradford a total of 1,290 missing children occurrences were reported to Bradford Police in the 6 months to 30<sup>th</sup> September 2017. This equates to 215 per month (please note this does not include “absent” episodes).

Missing children is a safeguarding issue as, whilst the majority of children who go missing return quickly, many others will either be at risk of or suffer harm in the form of a wide range of dangers which includes physical abuse or being groomed for radicalisation and exploitation. They may sleep rough or commit crimes to survive and their physical and emotional health may suffer as well as their general health, education and social relationships. There are also links between going missing, being sexually exploited and trafficking.

From research there are many reasons why children go missing from home or care often referred to as push-pull factors; for example they may be pushed away from home or pulled towards something.

Children who go missing from care are an especially vulnerable group of children. Of the 522 children who went missing in the 6 months to 30<sup>th</sup> Sept 2017, 104 (20%) were in the care of the local authority when they went missing and account for 568 (44%) missing occurrences.

***We will develop an effective local strategy to ensure a co-ordinated multi-agency response to children going missing from home or care.***

It is our clear intent to contribute to improving the lives of children living in Bradford both within home and care. We will do so by ensuring children and young people understand the risks of going missing and of being exploited. This will lead to better outcomes for children and young people.

This strategy and action plan is based on the national guidance for responding to missing children re-issued in January 2014.

***“Statutory Guidance on Children who run away or go missing from home or care”*** it defines the roles and responsibilities of those agencies active in this field including Local Authorities, Local Safeguarding Children Boards, multi-agency partners (Police, Health etc) and the Voluntary Sector and the All Party Parliamentary Group (APPG) ‘*Report from the Joint Enquiry into Children*

*who go missing from care*’ (July 2012). It will be updated as required in line with developments from central government and policy, practice or research.

The strategy covers children of all ages that are reported missing to the police and meets the criteria within the protocol.

## **The strategy for 2016-8 has an emphasis on:**

- Prevention: Reducing the number of children who go missing
- Protection: Reducing the risk of harm to those who go missing
- Provision: Providing missing children & families with support and Guidance

Our key strategic priorities are:

- Mapping data and Intelligence to understand needs in relation to levels of missing children
- Putting systems in place to effectively respond to children who go missing
- To offer children who go missing a return interview in a timely manner (in line with the *missing protocol*)
- Increase understanding & awareness of missing children issues among children, their parents and carers as well as with professionals across the multi-agency partnership
- Ensure a multi-agency response to meeting the needs of children and young people who go missing

## How we will achieve our priorities?

There is a strategic group service manager lead for missing children within CSS as well as a dedicated police manager.

A multi-agency missing children steering group will meet regularly to monitor and progress strategy and planning, taking into account new legislation, research, policy or guidance.

Strategic planning and working in a multi-agency way will enable us to work collaboratively, consistently, and effectively to improve the lives of children and young people at risk of harm from going missing from home or care.

The missing children steering group will:

- Take a strategic lead in the co-ordination of resources and services for children who go missing
- Scrutinise performance, taking a robust approach to data collation and analysis, to inform practice and resource planning.
- Drive forward and support the multi-agency action plans to ensure that the work that needs to be done to tackle missing children is carried forward

The work of the group will report to the Bradford Safeguarding Children Board (BSCB). Elected members will also be updated annually.

<b>Prevention</b>	
<b>What are we going to do?</b>	<b>How will we do it?</b>
1.1 Ensure that there are clear multi-agency policies and processes to support the work on responding to missing children.	By ensuring that multi-agency policies and protocols are agreed and located on the relevant websites, shared across the partnership, and that compliance is monitored through supervision and case audit ensuring all professionals work to the missing from home or care protocol agreed between CSS and the WYP and the statutory guidance on children who run away or go missing from care.
1.2 Have an understanding of the “picture” and context of “missing” in Bradford and whether there are locations or venues which are high risk and where children are regularly going missing.	<p>The police and local authority will collate and share data which will be analysed to identify trends, patterns and hot spots which will then be targeted and shared as appropriate with partner agencies.</p> <p>A data analyst and missing coordinator are in post to undertake this activity.</p> <p>Develop a set of performance indicators to monitor the targeted activity to reduce missing in the district</p> <p><b>Targets in place: DMT report</b></p>
1.3 Develop a better understanding of the reasons why children and young people run away and go missing from home and care.	<p>Through the use of data collated from return interviews an analysis of the reasons why children go missing from home or care will be developed and consideration will be given to see if a strategic response is required.</p> <p>Through the use of available research to develop a wider understanding of the drivers for children who go missing and to identify actions and preventative services which will enable</p>

	<p>intervention at the earliest opportunity.</p> <p>Ensure that we listen to young people and use CLA reviews, Viewpoint and other participation forums to understand why young people might engage in going missing. .</p> <p><b>Target: Number of RTH interviews</b></p>
1.4 Ensure that colleagues working with, or in contact with, children understand missing children issues to support them in developing intervention strategies to prevent escalation.	<p>Through multi-agency training on the policy and protocol for missing children and development events and briefings around the research to ensure staff have sufficient awareness of missing children issues.</p> <p><b>Target: number of staff accessing relevant training</b></p>
1.5 Ensure that colleagues working in targeted early help understand the impact of missing and are able to signpost to effective services to support the child and family	<p>Through the effective alignment coordination of services within Targeted Early Help effective interventions can be offered to the child and their family at the earliest opportunity</p> <p><b>Target: contacts with TEH where missing indicated</b></p>
1.6 Ensure colleagues working with, or in contact with children, who go missing, understand the impact children may suffer upon their physical and emotional health.	<p>Through multi-agency training and development to ensure staff are equipped to carry out their responsibilities towards missing children have sufficient awareness of the possible impacts on physical and emotional health and awareness of the services available.</p> <p><b>Target: number of staff accessing relevant training</b></p>
1.7 Ensure that colleagues in education are tracking and responding to children and young people who are missing from education	<p>Through multi-agency training and development to ensure staff have sufficient awareness of missing children issues. The Safeguarding in Education Hub will monitor and oversee all elements of children missing from education.</p>

	<b>Target: number of staff accessing relevant training</b>
1.8 Offer support to schools to deliver an education package to the children and young people of Bradford designed to heighten awareness of the risks involved when engaging in this behaviour	Develop and deliver a package of training resources for young people in consultation with children and their families who have experienced missing children behaviour.  <b>Target: number of young people accessing within school</b>
1.9 Improve links with private sector children's homes within the district.  1.10 Support foster carers and residential staff in their understanding of what they can do to make going missing less likely.	Include the private sector residential and fostering services in policy and practice development and training.  Provide clear guidance to homes and carers so that they understand their role in preventing missing occurrences and the need to listen to the child's voice to understand the reasons young people in care go missing and support carers in residential and fostering settings to develop strategies and interventions to prevent missing episodes from occurring  Ensure that delegated authority is delivered across placements  Through an emphasis on missing children within the LAC strategy.  <b>Target: Number of 1<sup>st</sup> reviews where delegated authority agreed</b>
1.11 We will ensure that the link between going missing and child sexual exploitation (CSE) is well known and understood.	Emphasise the link within our policies, procedures, training and awareness raising to ensure that those who undertake return interviews and safe and well interviews are aware of the inherent risks in going missing.

	<p>Ensure there is a clear remit within the Missing Children multi-agency steering group to maintain the link to CSE.</p> <p>Ensure the CSE hub lead feeds into the multi agency missing group and there is good quality sharing of information.</p>
<p>Analysis of Impact: April 2017</p> <p>Staff across the authority are now aware of the risks and dangers to children who go missing and will be equipped to offer a child centred response to children who go missing</p> <p>The multi-agency partnership shares a collective understanding of the risks missing children face across a range of dangers.</p> <p>Return to home interviews have taken place for the majority of young people who are not CLA and have been reported missing.</p> <p>Return to home interviews for non-open/CIN/CP is delivered by an independent service, offering the children and young people the opportunity to discuss the missing episode. Referrals to early help are put in place to support families.</p> <p>Return to home interviews for CLA is delivered by a commissioned service and the children and young people are also seen by their Social Worker.</p> <p>A Local Authority Missing Coordinator is in post and reviewing every missing incident, looking at key themes for missing and ensuring that each incident is dealt with following local policies and procedures.</p> <p>Links are in place with all private children's home providers in</p>	<p>Progress: April 2017</p> <ul style="list-style-type: none"> <li>• Missing Policy and Protocol in place.</li> <li>• Policy and Protocol uploaded and available on website and linked to the multi-agency procedures.</li> <li>• Web page developed by Missing Coordinator on Bradford Safeguarding Children's Board Website. This gives up to date policy, procedures and additional information.</li> <li>• Multi-agency training is developed and advertised across the partnership.</li> <li>• Missing briefings have taken place at a Social Work Forums.</li> <li>• E-learning training is in place and is promoted within the Local Authority.</li> <li>• Information gathered from return to home interviews is reviewed by both the Local Authority Missing Coordinator and the Police Missing Coordinator. This is also shared with partners.</li> <li>• Training/briefing sessions have been delivered to new private care providers within the district.</li> <li>• Local Authority Missing Coordinator reviews/devises/supports Risk Management Plans for persistent mispers.</li> <li>• Police Missing coordinator, along with Local Authority Missing Coordinator continues to review/devise reviewing reporting strategies with placements and social workers.</li> </ul>



<p>the area so they are also furnished with the local policies and procedures to ensure that they try prevent missing incidents.</p> <p>All persistent mispers have a reporting strategy and missing risk management plan in place, focusing on activities to reduce the risks, prevention work around missing and are done alongside the child/ young person (where appropriate) to ensure their views are captured.</p>	<ul style="list-style-type: none"> <li>• A regular meeting is held with the private children's homes manager to ensure they are aware of local arrangements and follow protocols</li> </ul>
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<b>Protection</b>	
<b>What are we going to do?</b>	<b>How are we going to do it?</b>
2.1 We have a multi-agency co-ordinated approach to missing children collocated within SHMH.	We will do this through our partnership working at a strategic Level, within the daily meeting, the weekly escalation meeting, the bi weekly strategic missing meeting, the bi monthly partnership high risk CSE/missing meeting and with the CEX on a quarterly basis.
2.2 Information sharing is a critical factor in correctly identifying vulnerability and in ensuring that children are found quickly.	Agencies will share information and intelligence with each other to assist in the rapid location of young people. Return to home interviews and safe and well forms will be shared across agencies.
2.3 The police will inform the Local Authority of all missing children notifications and subsequent found notifications. The police will respond robustly in investigating missing children.	Automatic missing and found notifications will be sent to Children's Social Care who will screen them. The police will make efforts to locate missing children using available information and intelligence and using a robust risk assessment model.
2.4 Using the information and data gathered from return interview at a strategic level we will endeavour to better understand the reasons why children and young people run away and go missing from home.	We will use this information to respond on an individual level to the young person by seeking appropriate support. We will use this data to review any trends and these to inform service provision. We will share return to home interview reports with partners.  <b>Target: number of return to home interviews shared</b>
2.5 We will ensure that there is a robust approach to completing return interviews.	We will robustly monitor and track compliance of the undertaking of return interviews.  <b>Target: increase the number of return to home interviews</b>

	<b>completed</b>
2.6 Information and data will be collected and reported on regularly to ensure that there is oversight of the 'problem' and response	<p>Regular reporting will be undertaken and shared with partners at the weekly missing meeting and the missing children steering group.</p> <p>A performance framework and management information data set will be developed with the support of analysts.</p> <p><b>Target: PI's within DMT dataset</b></p>
<p>Analysis of Impact: April 2017</p> <p>All missing events are audited to ensure that protocols have been followed, that all appropriate plans are in place to protect the child or young person.</p> <p>Information is shared effectively across partner agencies on a regular basis.</p> <p>The reasons for young people going missing are reported into the strategic missing meeting, to give good oversight.</p>	<p>Progress: April 2017</p> <ul style="list-style-type: none"> <li>• There is improvement in the recording of missing held on the LCS system and this has been changed and tracked by the missing coordinator.</li> <li>• All return to home interviews continues to be shared between the police and council missing coordinators.</li> <li>• Challenge is taking place where protocols are not followed and this is reported at a strategic level.</li> <li>• A performance report related to missing is provided at weekly missing meetings.</li> </ul>

<b>Provision</b>	
<b>What are we going to do?</b>	<b>How are we going to do it?</b>
<p>3.1 We will develop a range of services for children and their family that meets their identified needs and reduces the likelihood of further risk in the future.</p> <p>3.2 We will ensure that services to young people and families are of a high standard and that safety and well being remain paramount.</p>	<p>We will ensure that young people receive a service in a timely manner.</p> <p>We will ensure that young people and their family receive a supportive and effective service or that they are signposted to the appropriate service. We will survey children and their families to gain feedback on the effectiveness of the service they have received.</p> <p>We will audit cases to evaluate the effectiveness of the services being offered to determine whether they are reducing the number of missing reports and the level of risk to children. Ensure that the quality of the work is good.</p> <p><b>Target: number of cases rated good</b>  <b>Target: number of young people accessing VCS and impact of intervention</b></p>
<p>Analysis of Impact: April 2017</p> <p>Return to home interviews are offered to all young people who have been missing.</p> <p>Referrals are made to targeted early help following missing episodes if required.</p> <p>All missing return interviews on non-open, CIN or CP cases are done using Signs of Safety.</p> <p>Recording on ICS is of a good quality.</p>	<p>Progress: April 2017</p> <ul style="list-style-type: none"> <li>• Audits are taking place on a regular basis.</li> <li>• All missing incidents are subject to scrutiny by missing coordinator daily.</li> <li>• Training is being delivered to teams and homes in relation to missing reporting strategies, risk management plans and protocols.</li> <li>• Missing e-learning is to be provided to private children's homes</li> </ul>

## Key reports and references

Statutory Guidance on children who run away and go missing from home or care (DCSF, July 2009)

<http://webarchive.nationalarchives.gov.uk/20130401151715/https://www.education.gov.uk/publications/eOrderingDownload/DCSF-00670-2009.pdf>

Missing children and adults, A cross Government strategy (Home Office, 2011)

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/117793/missing-persons-strategy.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/117793/missing-persons-strategy.pdf)

Safeguarding children who may have been trafficked: Practice Guidance (Department of Education, 2011)

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/177033/DFE-00084-2011.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/177033/DFE-00084-2011.pdf)

Statutory Guidance on children who run away or go missing from home or care (Department for Education, 2014)

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/307867/Statutory\\_Guidance\\_-\\_Missing\\_from\\_care\\_3\\_.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/307867/Statutory_Guidance_-_Missing_from_care_3_.pdf)

The All-Party Parliamentary Group (APPG) for Runaway and Missing Children and Adults and the APPG for Looked After and Care Leavers issue the report from the Joint Inquiry into Children who go Missing from Care (All Party Parliamentary Groups, 2012)

[http://www.childrenssociety.org.uk/sites/default/tcs/u32/joining\\_appg\\_inquiry\\_report...pdf](http://www.childrenssociety.org.uk/sites/default/tcs/u32/joining_appg_inquiry_report...pdf)

Inquiry into Child Sexual Exploitation in Gangs and Groups, interim report (Office of Children's Commissioner, 2012)

<http://www.childrenscommissioner.gov.uk/info/csegg1>

Missing children (Ofsted, 2013)

<https://www.gov.uk/government/publications/missing-children>

Child sexual exploitation and the response to localised grooming (House of Commons Home Affairs Committee, 2013)

<http://www.publications.parliament.uk/pa/cm201314/cmselect/cmhaff/68/68i.pdf>

If only someone had listened: Office of the Children's Commissioner's Inquiry into Child Sexual Exploitation in Gangs and Groups Final Report (Office of Children's Commissioner, 2013)

<http://www.childrenscommissioner.gov.uk/publications/if-only-someone-had-listened-inquiry-child-sexual-exploitation-gangs-and-groups>

Interim Guidance on the Management, Recording and Investigation of Missing Papers (College of Policing & ACPO, 2013)  
<http://library.college.police.uk/docs/college-of-policing/Interim-Missing-Persons-Guidance-2013.pdf>

Inspection of Children's Homes; framework and guidance for the inspection of children's homes. (Ofsted, 2015)  
<https://www.gov.uk/government/publications/inspection-childrens-homes-framework>

# **Missing Children Multi-Agency ACTION PLAN 2016-18**

**Working Together to Safeguard Children going Missing from  
Home & Care in Bradford**

## Overarching strategy and governance

### Responsibility

There will be an effective local strategy to ensure there is a co-ordinated multi-agency response to children missing from home and care based on a robust, thorough risk assessment of the extent and nature of missing children locally. The work on missing will be monitored through the Missing Children Strategic Group and ultimately by the CSE Sub-Group of the Bradford Safeguarding Children Board.

Action		Lead	Timescale	Progress to date	Rag Rating
a)	Complete a Strategy Document	David Byrom	September 2016	To be signed of at vulnerable children sub group	Green
b)	Complete an Action Plan	David Byrom	September 2016	To be signed of at vulnerable children sub group	Green
c)	Complete revised terms of reference for the multi agency missing meeting	David Byrom	April 2016	Terms of reference were agreed at SPMM on the 15-04-16	Green
d)	Report to BSCB on a regular basis	David Byrom	Reporting schedule to be planned through the year	TBA	Amber



# 1. Prevention

Reduce the number of children going missing

The ambition is to protect and prevent children from going missing. We need to reduce the number of children going missing and to have effective prevention strategies, education work and early intervention by agencies in repeat cases. This will help to reduce the vulnerability and likelihood of vulnerable children going missing and reduce the number of repeat cases.

Action	Lead	Timescale	Progress to date	Rag Rating
1.1 Establish effective communication channels between BSCB and partner agencies to share information and training.	David Byrom  Missing children steering group	Ongoing	A multi-agency steering group meets quarterly.  The Information sharing agreement has been updated	Green
1.2 To provide current inter-agency practice guidance.	David Byrom DI Richard McNamara	Ongoing	Process Map and procedures in place	Green
1.3 To ensure LA procedures are fit for purpose	David Byrom	In place	Tri.x procedure manual is up to date  Ensure delegated authority is in place in all placements	Green  Amber
1.4 Establish an effective independent service to respond to missing notification for those children who do not have a social worker or other statutory worker.	David Byrom	In place	All non LAC children who go missing are visited within 72 hours by the Placement Support Service	Green
1.5 Children who have a	Placement Support Service	Ongoing	All children who go missing will be offered an independent return	Green

	social worker or statutory worker will receive a return interview and associated support in line with the protocol.	Voiceability		interview. Expectation that all children who go missing will receive a visit from their SW Carers in placement to speak to YP	
1.6	To develop a clear preventative strategy for engaging with schools and young people and for this to be reportable.	Barnado's BSCB	Ongoing	Awareness session with schools in the district	Amber
1.7	To engage with private providers (fostering and residential) to raise awareness of the missing children	David Byrom Lynne Thompson	Ongoing	Weekly reporting by missing coordinator in relation to missing children.  Meeting with Registered Managers to share expectation and local procedures	Green
1.8	Share information with residential staff on ways to reduce the risk of missing children including the views of children.	Liz Perry Lynne Thompson	Ongoing	Expectation of staff issued to service so that all are clear about their role and responsibilities.  On going liaison to ensure that appropriate plans are discussed.  Review Restorative Protocol	Green
1.9	To reflect missing children and CSE in the LAC strategy.	Di Drury	In place	The LAC strategy covers these areas.	Green
1.10	To ensure that children who are placed out of the	David Byrom Lynne Thompson	On-going	The Placements team contact the local authority and safeguarding team when additional risks are	Amber

county receive the same response to instances of going missing.			apparent. Missing coordinator ensures that discussions take place with other local authorities if persistent mispers are in their area.	
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## 2. Protection

### Reduce the risk of harm caused to those who go missing

It is important to understand the scale and nature of the problem and there should be systems in place to monitor the prevalence and response to it. It is vital that once professionals are aware of notifications of missing that there are clear and robust systems in place.

Action	Lead	Timescale	Progress to date	Rag Rating
2.1 The police will routinely inform the LA of all missing notifications and found.	Police missing coordinator	In place	There are effective systems in place for this to happen.	Green
2.2 The police will apply a risk model to children who are reported missing.	Police missing coordinator	In place	This system is in place	Green
2.3 The IAT will screen all closed case notifications on a daily basis.	MASH duty team	In place	This system is in place	Green
2.4 Council Missing coordinator will screen all notifications on a daily basis.	Lynne Thompson	In place	This system is in place.	Green
2.5 Map the levels of missing and related data within the Police	Police missing coordinator	In place	Weekly reporting is in place. Coordinator has developed	Green

	and CSS. The police will share monthly data.	Lynne Thompson		systems to collate data to inform service	
2.6	A monthly meeting to review high risk CSE who are persistent Misper is in place	Lynne Thompson Police missing coordinator	In place	Meeting active in assessing risks and task work	Green
2.7	A weekly meeting to review all concerning persistent mispers and escalate to senior management concerns.	Lynne Thompson Police missing coordinator	In place	Meeting active in assessing risks and task work	Green
2.8	A performance management framework to be developed to enable better accountability.	Dave Preston PPC	In place	PI's are developed, require further work regarding targets and monitoring.	Green
2.9	Data should be routinely analysed to ensure that 'hot spots' are responded to.	Lynne Thompson Police missing coordinator CSE Data analyst	In place	Performance racetrack and monthly reporting in place	Green

### 3. Provision

Provide missing children and their families with support and guidance.

Vulnerable children and their families have a right to understand how and where to access support and guidance to minimise anxiety and distress at difficult times.

Action	Lead	Timescale	Progress to date	Rag Rating
3.1 Return interviews and multi-agency meetings to be held in a timely	David Byrom	In place	This is being reported on.	Green

	manner. Reported on a quarterly basis.				
3.2	Auditing of missing cases will be undertaken to ascertain the quality of the response to the young person and their family to include the voice of the young person.	David Byrom	In place	All missing events are being scrutinised a wider management audit of missing took place in May	Green

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## **Report of the Strategic Director Children's Services to the meeting of Children's Services Overview & Scrutiny Committee to be held on 13<sup>th</sup> December 2017**

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**S**

**Subject: School Admissions**

### **Summary statement:**

The report details the annual admissions to schools process, the current position with annual admissions, appeals and in year applications. The report will give an update on the progress the Team have made with programme of change over the last 12 months and will outline changes of the forthcoming year.

Judith Kirk  
Deputy Director, Education,  
Employment and Skills

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**Education, Employment & Skills**

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**Overview & Scrutiny Area:**  
**Children's Services**

## **1. SUMMARY**

- 1.1 The report details the annual admissions to schools process, the current position with annual admissions, appeals and in year applications. The report will give an update on the progress the Team have made with programme of change over the last 12 months and will outline changes of the forthcoming year.

## **2. BACKGROUND**

- 2.1 The Admissions Team's work is based on the School Admissions Code 2014, the School Standard and Framework Act 1998 and underpinning legislation. All local authorities have a scheme which co-ordinates admission arrangements for all primary and secondary schools within their area for annual cycle admissions. Both Primary and Secondary annual cycle admissions (Reception and Yr7) have a national closing date (to receive applications) and a national offer day (where parents are informed of their allocated school place), introduced in the revised Admissions Code in February 2012. For Secondary, the National Closing date is 31<sup>st</sup> October with National Offer Day on 1<sup>st</sup> March. For Primary, National Closing date is 15<sup>th</sup> January and National Offer Day is 16<sup>th</sup> April.
- 2.2 A previous Admissions Code introduced the statutory requirement for Local Authorities to co-ordinate In Year admissions in September 2010 but this was withdrawn in September 2013, although local authorities could continue to do so if schools wished this to be the case. An In Year admission request is when a parent seeks a school place at any time throughout the year other than those dealt with by the Annual Cycle, known as the 'normal round'. This can be for a variety of reasons including a family: new to Bradford or the UK; moving house within the City; or, is unhappy with the current school. The School Admissions Code allows parents to make applications for any reason and at any time.

Bradford City Council has continued to co-ordinate In Year Admissions for all community schools, voluntary controlled schools and some of the voluntary aided schools and academies. We do not co-ordinate for Idle CE Primary School, Shipley CE Primary School or any Catholic school. The introduction of In Year co-ordination had a positive impact for the Local Authority. Knowing who is applying for school places and whether or not they start school had vastly improved the In Year process for parents as they can be advised which schools have places and be offered alternative schools. It has enabled the Local Authority to have a much better database enabling the Team to ensure children are admitted to school and to identify Children Missing Education.



### 3. Data

#### 3.1 Primary School Admissions for September 2017

	% as at National Offer Day	No. of applications	% as at Oct 2017	No. of applications
<b>No. of applications received</b>		<b>7530</b>		<b>7852</b>
1 <sup>st</sup> pref allocations	89.72	6756	89.86	7056
2 <sup>nd</sup> pref allocations	5.90	444	5.97	469
3 <sup>rd</sup> pref allocations	1.47	111	1.78	140
4 <sup>th</sup> pref allocations	0.53	40	0.69	54
5 <sup>th</sup> pref allocations	0.31	23	0.34	27
Allocated against preference	2.07	156	1.36	106

- 3.1.1 As the cohort size was slightly smaller than last year there was a small increase in the number of parents who received their 1<sup>st</sup> preference. Some parents received allocation against preference even though they live in a 'priority area' but they did not preference the school whose 'priority area' they reside in. Whilst some schools in the district have increased their capacity, which has eased pressure in these areas, there are still pressures in other areas. Although projected data is showing a decrease in the number of children starting school there are specific areas that require additional capacity and these issues are being addressed.

#### 3.2 Secondary School Admissions September 2017

	% as at National Offer Day	No. of applications	% as at Oct 2017	No. of applications
<b>No. of applications received</b>		<b>7672</b>		<b>7838</b>
1st pref allocations	73.94	5673	77.02	6037
2nd pref allocations	10.27	788	10.21	800
3rd pref allocations	4.28	328	4.12	323
4th pref allocations	3.14	241	2.96	232
5th pref allocations	1.63	125	1.62	127
Allocated against preference	6.74	517	4.07	319

- 3.2.1 There has been pressure on school places in various areas of the City and several schools agreed to admit above their Published Admissions Number (PAN) including Beckfoot Upper Heaton (25) Carlton Bolling (30) Oasis Academy Lister Park (15) Grange Technology College (30), Buttershaw (30) and Titus Salt 10.

This year pressure has been in BD5 (West Bowling), BD7(Great Horton), BD8/9 (Manningham/Girlington/Heaton) BD15(Allerton).

- 3.2.2 Unfortunately, some parents continue to disregard the advice given to parents by the Admissions Team regarding preferencing. This advice is printed in the booklet sent to parents and contained in the Guide for Parents on the Council website.

Parents continue to only preference one school, preference one school five times; use multiple preferences for schools that use fair banding and random allocation admission policies; preference schools whose 'Priority Area' they do not reside in; do not preference their local school or the school in whose 'Priority Area' they do reside.

The complexity of admissions policies within Bradford can be very difficult for parents to navigate and publish as much information as possible to advise parents that certain schools only admit from specific post code areas, have 'Priority areas', require parents to fill in Supplementary Information Forms, require children to sit fair banding assessment tests and that some schools also use random allocation in deciding which children are offered places.

We are working hard with the Department of Education and the Education & Skills Funding Agency to ensure that all new schools that open in Bradford adopt the Local Authorities admission policy to enable parents to have a better idea of whether or not their child will meet the criteria for a school place.

### **3.3 In Year Admissions**

- 3.3.1 Unlike the allocations process for Yr7 and reception, In Year admission applications are dealt with on a case by case basis, as they are received. The Team take into consideration the availability of school places, particularly where there are multiple applications for one family. They liaise with schools to ensure we have updated pupil numbers in each year group and to establish when pupils have been admitted. It is expected that children are admitted to their new school within 20 school days from receiving the application. However, it is important to ensure the move meets the needs of the child so a start date is often discussed between the parent and the new school. School and parents are encouraged, wherever possible to defer transfer to the beginning of the next term, wherever possible, to minimise disruption. A child should not be without a school place and wherever possible parents are urged to maintain the child's current school place until they can start at the new school.
- 3.3.2 Over 6,500 in year applications were received for the academic year 2016/17 and whilst this fluctuates termly on average approximately 34 applications are received every day of the school term. Parents are advised that we aim to allocate a school within 20 school days; however this target is dependent on the numbers of school places available, the number of applications received and the complexity of those applications and where the Team is within the Annual Cycle and Appeals timetable. Between 18<sup>th</sup> July and 5<sup>th</sup> October the Admission Team received 1,740 applications that required processing. The Team were able to process and allocate 1,625. As well as ensuring as many children as possible were allocated a place by the census deadline to ensure maximum funding for the schools within the Local Authority, the team have also been facilitating secondary applications for admission in September

2018 and attending open evenings to help advise parents, throughout September and October. The Primary application round for reception September 2018 is now open with a closing date of 15<sup>th</sup> January.

Many In Year applications are complex and require negotiation with headteachers to admit pupil through the Fair Access Protocol (see 3.4), which takes significant officer time, as does the creation of the Fair Access lists for the secondary schools to consider.

3.3.3 Whilst there has been an increase in PAN in schools across the Authority in Reception these increases continue to move through schools year on year and there is still significant pressure in primary schools in BD3 (Bradford Moor) BD2/D10 (Eccleshill/Idle/Thackley), BD5 (West Bowling), BD8/9 (Manningham/Girlington), LS29 (Ilkley), BD12 (Wyke) in specific year groups. This increases the time taken to find a school place within a reasonable distance and in some cases we have to ask schools to admit over PAN in KS1 as a permitted exception or in KS2 as a Fair Access case. This can be very difficult for schools, some who are already over PAN due to the high levels of demand in their area.

3.3.4 The split of In Year applications received between secondary and primary has continued to be around 30/70 of the total. Below is a table showing, where captured, the reasons given by parents for requesting a school transfer:-

<b>Reasons for In Year Applications</b>	<b>No. received</b>	<b>Percentage of Total %</b>
New to Bradford	1023	16.95
Returning to Bradford	373	6.18
Difficulty getting to school	546	9.05
Extended Leave	264	4.37
House Move within Bradford	1407	23.31
New to UK	692	11.46
Rec/Y7 after annual allocation round	471	7.80
Issues with School	674	11.17
Leaving Private Education	141	2.34
Leaving Bradford (applying to another LA)	10	0.17
Inappropriate provision	73	1.21
Siblings	206	3.41
Social Reasons	129	2.14
Withdrawn from School	27	0.45
<b>Total</b>	<b>6522</b>	<b>100.00%</b>

### **3.4 Fair Access Protocol (FAP)**

3.4.1 Every Local Authority is legally required to have a Fair Access Protocol (FAP) which is agreed by the majority of schools and is binding on all schools regardless of status. The FAP in Bradford was refreshed and consulted upon during the academic year 2015/16 and was implemented during the Summer Term, across the City. The Protocol is used when a child meets the criteria set out in the Code of

Practice with some additional, locally agreed criteria. Whilst the aim is to ensure we place children with attendance and behaviour issues quickly it is also used to offer a reasonable school place where one does not exist, due to a lack of places. The underlying aim of the protocol continues to be to find school places for our most vulnerable and challenging children, as quickly as possible with all schools admitting their 'fair share' as outlined in the Code of Practice. The figures in the table below do not include secondary pupils who are dealt with through the Behaviour and Achievement Collaborative (BACs). Currently there are no links between BACs and FAP and there are crossovers between the role of the BACs and the legal role of the FAP, as outlined in the Code of Practice, which require resolution and are being worked through.

This table shows the number of FAP cases placed from Sept 2016 to July 2017

<b>Type of School</b>	<b>Number of children admitted</b>		
	<b>Primary</b>	<b>Secondary</b>	<b>All through</b>
Community	228	54	
Voluntary controlled	30		
Voluntary Aided	11	17	
Foundation	7	46	
Academy	191	400	74
Free School	40	79	10
<b>Total</b>	<b>507</b>	<b>596</b>	<b>84</b>
<b>Grand Total</b>	<b>1187</b>		

### 3.5 Independent Appeals

- 3.5.1 The overall number of appeals lodged has stayed fairly level in comparison to last year's allocations; however there has been a decrease in Reception appeals due to a small surplus of places but an increase in In Year application appeals due to pressures on places across the City. There were a number of appeals heard in September and October, due to parents adding additional preferences or applying late for Year 7. As parents have a right to appeal for any school they have been refused, we still continue to hear appeals for families even when they have been allocated one of their preferred preferences.

The figures below show appeals lodged as of 30th September 2017.

<b>Phase</b>	<b>Upheld</b>	<b>Refused</b>	<b>Withdrawn</b>	<b>2nd Appeals Request Refused</b>	<b>Total Lodged</b>
Primary Schools	21	175	82	6	284
Secondary Schools	81	475	95	6	657
In-Year Transfers	219	423	295	0	937

<b>TOTAL</b>	<b>321</b>	<b>1073</b>	<b>472</b>	<b>12</b>	<b>1878</b>
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### 3.6 Forecasting number of school places required

- 3.6.1 The pressure on primary school reception places in Bradford LA increased over a number of years. Data provided by the Health Authority (2017) which is used in the production of the primary school pupil forecast, shows the numbers who potentially could require places in reception increased by over 1,000:

2017	2016	2015	2014	2013	2012	2011
8415	8631	8782	8754	8544	8332	8176

The pressure on places was met due to the number of additional places provided by the Authority. Since 2010 there has been an increase in the published admission number (PAN) and capacity at 50 primary schools to meet the demand for places. In September 2016 the PAN at 4 schools was increased by 75, a total capacity of 525.

The PAN at Parkland Primary school has increased from 30 to 60. Hothfield Junior School has closed and Aire View Infant has become a Primary school (Silsden Primary) on two sites, increasing from 75 to 90. This was effective from September 2017. A new 3 form entry (FE) school building is being constructed to accommodate all the children onto one site.

Following consultation 2 further schools All Saints Primary School (Ilkley) and Poplars Farm Primary School are to be increased from September 2018, an increase in PAN of 45, additional 315 capacity. Consultation has also been undertaken to increase Low Ash Primary School in the east of the District from 2FE to 3FE, a increase in PAN of 30, 210 additional capacity.

The Health Authority data for 2017 is currently being analysed however early indications show that the number of children aged 3 and below, living in the District, appears to be reducing. So further expansion may not be required, however we are aware there continues to be issues within certain areas which is being monitored.

#### As at 2017

Aged 3	Aged 2	Aged 1	Aged 0
8,207	8,267	8,142	8,078

The figures from the Health Authority do not take into account the movement in and out of Bradford and therefore it can be difficult to build in additional capacity for areas with high mobility. This can also be true of areas with high levels of house building as it is difficult to predict how many children, and in which year groups, will move into the housing and when.

### 3.6.2 Secondary School Places

Due to some spare capacity in parts of the District, schools admitting additional pupils above their PAN and new free schools, the demand for year 7 places for pupils entering into secondary education, have been met this year. The majority of parents who were 'allocated against preference' did receive an offer of a school within a 'reasonable' distance.

Cohort numbers have increased from previous years due to the increased number of year 6 pupils in primary schools now requiring places. Some new arrivals in the District that may not have formally been registered with the Health Authority making the cohort larger than the Health Authority data although not all those registered attend maintained Bradford schools

Details of future years needs are calculated each year and published in the School Organisation Plan in each planning area. Meetings with schools or Trusts are held as necessary to consider issues and changes and to find solutions

There are several schools that have already agreed to expand either voluntarily or through discussion with the Local Authority for 2018.

Ilkley Grammar – 25 places in 2017, 30 additional in 2018.

Carlton Bolling – 30 temporary places, consultation currently ongoing to increase permanently by 60.

Bradford Girls Grammar – 8 places.

One In A Million – 15 places.

Parkside – 30 places.

Appleton – 15 places.

Bradford Academy – 25 places.

Buttershaw Business & Enterprise Centre – 30 in 2018, additional 30 in 2019.

Immanuel – 15 in 2018, additional 45 in 2019.

In addition, there have been free school applications which have been approved and these will have an impact on school places in the future.

Bradford Girls Academy – 120 places

Eden Boys Academy – 120 places

Officially these are planned to open in September 2019.

### **3.7 School Admissions Policies**

- 3.7.1 All school admissions policies, irrespective of the schools status, must be returned to the Local Authority by 1<sup>st</sup> May every year and if the Local Authority wishes to make an objection to the policy it must be made to the Schools Adjudicator by 30<sup>th</sup> June. We are also obliged to inform the Schools Adjudicator of any school policies that have not been returned. It is not uncommon for schools not to send their policy to the Local Authority and we continue to raise awareness with schools and remind them of their duties.

- 3.7.2 The Local Authority continue to include social and medical reasons in its admission criteria for those applications that require specific schools and as a result of the Overview and Scrutiny meeting in 2016, the Strategic Director for Children's Services has written to all non-community and voluntary controlled schools, requesting that they consider consulting on the inclusion of this priority in their own admission policy for 2019/20. This was a recommendation of the Panel.
- 3.7.3 There are now a number of schools that incorporate fair banding and random allocation in their admissions policies. It is important that parents understand when preferencing these schools that there is no guarantee that their child will be given a place when random allocation is used. Parents **must** complete a Supplementary Information Form and sit the Fair Banding assessment. If parents do not follow these steps their applications will only be considered after everybody who has; as the schools receive hundreds of applications they are unlikely to qualify for a place. The fair banding process is designed to ensure the school has a genuine mix of ability across the school, the children take a test and the results are then divided into ability bands. Where random allocation is used as the admission criteria, children are randomly allocated a place within each ability band. However, it does mean that local children are unlikely to secure a place. In addition some policies are postcode specific, however this doesn't deter parents who do not live in those postcodes from applying. Parents who use the majority of their preferences on schools with these admissions policies are leaving themselves open to allocation against preference and as the number of secondary children increase there are very few schools with places in local areas.

It is important as we move forward and work with sponsors on opening new free schools that the proposed admissions policies compliment current policies and meet the needs of the families in Bradford.

### **3.8 Update on the Admissions Team**

- 3.8.1 The Admission Team introduced an IT Project in 2016 which has several strands that have been introduced and will continue to be introduced over the forthcoming academic year and beyond. The aim is to streamline processes, make the Team less paper reliant and facilitate additional on-line facilities for parents who find it easier and quicker to use IT to request a school place.

In a bid to raise our on-line application rate, paper forms were not available for applicants in 2016 unless there was an exceptional need. Primary schools were asked to sign up to our online system to enable parents to apply through the primary school, if they had been unable to use the online system themselves. Admissions staff were available to attend schools to assist parents to apply on-line and parents were also able to make appointments with Admissions staff, at the office, for assistance.

An IT Project was launched in January 2017 in collaboration with IT services the sole aim of which was to ensure that the Local Authority could send all online applicants their school offer and all the additional legal and relevant information they required, one email on national offer day, rather than the process of emailing them the name of the school and then writing to every applicant with the additional

information they require sent either through the school or through the post.

This was a very successful collaborative project which was completed in a very short period of time and without the possibility of a trial run. It decreased the number of processes officers needed to perform and the lead up timeframe to offers on National Offer Day. We are currently evaluating the lessons learnt from last year's 'live' project and working with IT to improve this year's rollout and embed the process for future years.

The Admissions Team have recently been through a restructure to enable additional capacity to be built in and to realign some of the vacant posts and duties. We are currently going through a recruitment drive and believe that by Christmas we will be staffed by additional full time, permanent staff. This will enable us to embed new processes and improve customer service and outcomes for children, by processing applications quicker.

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

- 4.1 The Admissions Team are totally funded by Dedicated Schools Grant. The introduction of the National Funding Formulae has now been released and there is no negative impact on the Team's funding at this time.

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

- 5.1 There are currently no known significant risks arising out of the implementation of the proposed recommendations.

#### **6. LEGAL APPRAISAL**

- 6.1 There are no known legal issues arising out of the implementation of the proposed recommendations.

#### **7. OTHER IMPLICATIONS**

##### **7.1 EQUALITY & DIVERSITY**

There is no impact on equality and diversity from the recommendations of this report.

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

None

#### **9. OPTIONS**

None



## **10. RECOMMENDATIONS**

- That the Committee notes the current position with Admissions.
- That the Strategic Director Children's Services reminds all schools, regardless of status, their requirement to be compliant with the Code of Practice regarding consultation of their admission policy every seven years and to comply with the requirement to send their policy, every year to the Local Authority by the deadline of 15<sup>th</sup> March.
- That the Strategic Director ensures that all new educational establishments comply with the Code and their admissions policies compliment the policies of the current educational establishments already in operation within Bradford.
- That the Strategic Director considers the role of the BACs and how it aligns with the Fair Access Protocol to ensure the legal rights of parents are met.

## **11. APPENDICES**

None

## **12. BACKGROUND DOCUMENTS**

None

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## **Report of the Director of Children's Services to the meeting of Children's Overview and Scrutiny Committee to be held on Wednesday 13 December**

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**T**

**Subject:**

**Purchase of Independent Fostering Agency placements under the regional White Rose framework procured by Leeds City Council**

**Summary statement:**

**For information – decision by Director of Children's Services to utilise the regional White Rose framework in order to purchase placements with Independent Fostering Agencies for looked after children. A new framework will be advertised by Leeds City Council, in order to replace the current framework that ends on 31<sup>st</sup> March 2018.**

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Michael Jameson  
Director of Children's Services

**Portfolio:**

**Health and Wellbeing**

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**Overview & Scrutiny Area:**

**Children's Services**

## **1. SUMMARY**

- 1.1. Decision to be taken by the Director of Children's Services to utilise the regional White Rose framework in order to purchase placements with Independent Fostering Agencies for looked after children. A new framework will be advertised by Leeds City Council, in order to replace the current framework that ends on 31<sup>st</sup> March 2018.

## **2. BACKGROUND**

- 2.1. The Yorkshire & Humber regional commissioning arrangement for placements is through The White Rose group. In June 2011 the Association of West Yorkshire CEO's directed officers to collaborate to achieve savings in the purchase of external placements. The local authorities of Bradford, Calderdale, Leeds, Kirklees, Wakefield and Doncaster agreed to join this collaborative approach. The membership of this group has increased to include local authorities from across the region; there are currently 14 local authorities involved. The overall aim of the project was to deliver a contractual basis for each Local Authority to purchase IFA and Residential Care placements from Framework Agreements in line with the demand for LAC (Looked After Children) placements. Leeds City Council led the overall procurement of regional Framework agreements.
- 2.2. The introduction of the framework removed the plethora of different purchasing arrangements across the member Authorities that had resulted in the pricing tariffs across providers varying considerably. The development of the framework agreements was undertaken to support the improvements in quality and price of external placements across the region.
- 2.3. A Strategic Commissioning Group (SCG) is in place for the White Rose project with representatives for the local authorities overseeing the commissioning that takes place. The SCG reports back to the regional Directors of Children's Services group. Underneath the SCG is a Contract Monitoring and Management Group. The role of the Contract Management and Monitoring Group (CMMG) is to manage and quality-assure the provision on the frameworks. It also provides a forum for operational difficulties or successes in the purchasing of placements to be discussed. Contract management responsibilities are shared amongst the local authorities that purchase through the Framework Agreements, with a lead local authority identified for each provider. The lead local authority undertakes the contract monitoring on behalf of all the local authorities, with mechanisms to share the information with the other local authorities.
- 2.4. The current framework for purchase of placements with Independent Fostering Agencies will end on the 31<sup>st</sup> March 2018. The White Rose group are advertising a new framework to commence on the 1<sup>st</sup> April 2018. The framework will run for 3 years, until 31<sup>st</sup> March 2021, with an option to extend for a further year. Leeds City Council is undertaking the procurement required to put a new framework in place, with input from all the local authorities in to the requirements and operating arrangements for the framework.

### **3. OTHER CONSIDERATIONS**

- 3.1. Bradford is committed to working with regional colleagues in order to achieve best value in the purchase of external placement packages. Use of a regional IFA framework is part of the overarching commitment to the White Rose consortium.
- 3.2. Residential Care in England - Report of Sir Martin Narey's independent review of children's residential care was published in July 2016. It included a number of recommendations for LA commissioning of residential provision, one of the recommendations would also apply to the commissioning of IFA placements, and this is: *Recommendation 1: An early priority for the Department for Education must be to facilitate the improvement of local and regional commissioning skills. Simultaneously, DfE must require local authorities to come together into large consortia for the purpose of obtaining significant discounts from private and voluntary sector providers.*
- 3.3. It has been recognised across the White Rose consortium that there are occasions where local authorities purchase IFA placements outside of the current framework agreement, as suitable provision is not available within the framework. The approach to the new framework is designed to encourage providers to be part of the framework, whilst ensuring provision within the framework is good quality. This will be achieved by having a small number of questions as part of the evaluation that will test provider's ability to demonstrate how they will deliver quality placements to vulnerable children and young people. The evaluation process will include a presentation to a group of looked after young people which will be scored.

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

- 4.1. The level of spend with Independent Fostering Agencies is approx. £1.8m per year, this varies with changes to the numbers of children in care and the use of IFA provision compared to other placement options. The estimated value over the 3 year framework is £5.4m, rising to £6.9m if the option to extend the framework is utilised.
- 4.2. The cost of IFA placements is comparable with the cost of Council Fostering provision. The priority is that children and young people are in the best provision to meet their needs, through ensuring systems to identify good quality placements that we're confident about the quality of and meet individual needs identified. The preference is for family placements through fostering where possible, which will include the use of IFA provision. This means a purchasing arrangement for IFA provision is required.
- 4.3. Use of a regional framework reduced the level of resource required in Children's Services to undertake procurement activities as resource is shared across the local authorities in the region.

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

- 5.1. Contract Standing Orders are not clear on the process for approval of use of a framework agreement held by another local authority. The CSOs include the following requirements:

***“4 Pre-Contract Requirements for all Contracts***

*4.1 The procurement of works, goods or services should be done through existing approved arrangements where they exist. These include:*

- In-house provision*
- Corporate contracts, framework agreements or DPS*

*4.2 Other arrangements should be considered and used where it can be evidenced that they provide best value for money:*

- Contracts, framework agreements or DPS established by central purchasing bodies (Crown Commercial Services, YPO etc.) or other public body*
- Collaborative or shared service arrangements with another public body*
- Alternative delivery vehicles such as Controlled Entities (Teckal) or Public Service Mutuals*
- Sheltered workshops*
- Other approved e-procurement solutions (e.g. purchasing cards)”*

*4.6 “Before inviting tenders or quotations, the Authorised Officer must:*

*4.6.1 for contracts with a total estimated contract value in excess of £2m, report details to the relevant Overview and Scrutiny Committee using the standard Committee report template.”*

- 5.2. In purchasing from a regional framework Children’s Services are following CSO 4.2, we are not inviting tenders so it is unclear whether CSO 4.6 applies. The advice from procurement is:

*you would need to seek the same approvals and go through the same processes as you would when commissioning any new service, albeit that the procurement elements will be led by a lead authority, in this case Leeds.*

**6. LEGAL APPRAISAL**

- 6.1. The framework being advertised by Leeds City Council is being done so in line with Public Contract Regulations – see Section 5 for advice from procurement.

**7. OTHER IMPLICATIONS**

**7.1 EQUALITY & DIVERSITY**

The IFA framework being procured on a regional basis ensures more consistent availability of provision, enabling suitable placements in Fostering to be available to meet in the individual needs of Bradford children and young people.

**7.2 SUSTAINABILITY IMPLICATIONS**

The continued purchase from a regional framework will provide savings as opposed to spot purchasing being undertaken by Bradford Council on its own.

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

No issues or implications

### **7.4 COMMUNITY SAFETY IMPLICATIONS**

No issues or implications

### **7.5 HUMAN RIGHTS ACT**

None

### **7.6 TRADE UNION**

None

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

None

## **9. OPTIONS**

Options considered by Director of Children's Services were:

Option 1 – CBMDC is named as a purchasing organisation in the IFA framework advertised by Leeds City Council. We purchase IFA placements from this framework, utilising a competitive process where placement requirements are advertised to all providers on the framework and the placements that best meets need is purchased. This option ensures we have suitable contracting arrangements in place for purchase of placements from Independent Fostering Agencies in line with Public Contract Regulation requirements.

Option 2 – CBMDC withdraws for the regional arrangement for purchase of IFA placements. We would need to undertake a competitive tender process to identify providers who are able to fulfil our requirements for purchase of IFA placements. This would require significant resource to be able to advertise new arrangements and ensure contracts are in place for the 1<sup>st</sup> April 2018.

## **10. RECOMMENDATIONS**

10.1 That the Committee note the decision of the Strategic Director of Children's Services, that CBMDC is named as a purchasing organisation in the IFA framework advertised by Leeds City council, and that. Children's Services purchase IFA placements from this framework, utilising a competitive process where placement requirements are advertised to all providers on the framework and the placement that best meets need is purchased.

**11. APPENDICES**

None

**12. BACKGROUND DOCUMENTS**

None





## **Report of the Chair of Children's Services Overview and Scrutiny Committee to the meeting of the Committee to be held on Wednesday 13 December 2017**

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**Subject:**

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

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

- 1) Schools Forum
- 2) Children's Services Budget Proposals
- 3) Recruitment and retention of Teachers
- 4) Early Help
- 5) SEND Transformation 0-25
- 6) 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 a report on the budget proposals for 2018-  
The Committee will receive an update report on the recruitment and retention of teachers.

The Committee will receive a report on Early Help.

The Committee will receive a report on the proposals relating to Special Educational Needs and Disability

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

Andrew Redding

Michael Jameson  
Judith Kirk

Judith Kirk  
Judith Kirk / Maureen Braden

Licia Woodhead

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

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

- 1) Youth Voice
- 2) Neglect
- 3) Children's Centres
- 4) Education Standards and school to school partnerships
- 5) Children's Services O&S Committee Work Programme

The Committee will receive a presentation from young people on how they feel their involvement in reports and meetings may be improved

The Committee will receive a report on neglect

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

The Committee will receive a report on the validated data.

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

Heather Wilson

Jenny Cryer  
Judith Kirk

Judith Kirk  
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
- 2) B Positive Pathways

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.

The Committee will receive a report on the B Positive Pathways

Jim Hopkinson

Jim Hopkinson

## Childrens Services O&S Committee

Scrutiny Lead: Licia Woodhead tel - 43 2119

### Work Programme 2017/18

#### Description

#### Report

#### Agenda

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

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

3) SEND review update

4) Opportunity Area

The Committee will receive an update report on the Special Education Needs Review

The Committee will receive a report on the DfE Education Opportunity Fund.

Judith Kirk

Michael Jameson

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

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

1) Schools Forum

2) Capital allocations and school expansion programme 2018-19

3) Fostering review update

4) Children's Services O&S Committee Resolution Tracking report

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

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

The Committee will receive an update report on the review of the Fostering service.

The Committee will receive a report detailing the outcomes of resolutions made during the 2017-18 municipal year.

Andrew Redding

Ian Smart

Jim Hopkinson

Licia Woodhead