

Public Document Pack

Children and Young People Select Committee Agenda

Wednesday, 13 April 2016

7.30 pm,

Civic Suite

Lewisham Town Hall

London SE6 4RU

For more information contact: Katie Wood (Tel: 020 8314 9446)

This meeting is an open meeting and all items on the agenda may be audio recorded and/or filmed.

Part 1

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Children and Young People Select Committee Members

Members of the committee, listed below, are summoned to attend the meeting to be held on Wednesday, 13 April 2016.

Barry Quirk, Chief Executive
Tuesday, 5 April 2016

Councillor Hilary Moore (Chair) Councillor Luke Sorba (Vice-Chair) Councillor Chris Barnham Councillor Andre Bourne Councillor David Britton Councillor Simon Hooks Councillor Liz Johnston-Franklin Councillor Helen Klier Councillor Jacq Paschoud Councillor Alan Till Sharon Archibald (Parent Governor Representative) Mark Saunders (Parent Governor Representative) Gail Exon Monsignor N Rothern Kevin Mantle (Parent Governor Representative) Councillor Alan Hall (ex-Officio) Councillor Gareth Siddorn (ex-Officio)	Church Representative Church Representative Parent Governor representative for special schools
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Agenda Item 1

Committee	Children and Young People Select Committee	Item No.	1
Report Title	Confirmation of Chair & Vice Chair of the Children and Young People Select Committee		
Contributors	Chief Executive (Business & Committee Manager)		
Class	Part 1	Date:	13 April 2016

1. Summary

Further to the Annual General Meeting of Council on 30 March 2016, this report informs the Select Committee of the appointment of a Chair and Vice Chair of the Children and Young People Select Committee.

2. Purpose of the Report

To issue directions to the Select Committee regarding the election of their Chair and Vice Chair.

3. Recommendations

The Select Committee is recommended to:

- (i) Confirm the election of Councillor Hilary Moore as Chair of the Children and young People Select Committee
- (ii) Confirm the election of Councillor Luke Sorba as Vice Chair of the Children and Young People Select Committee

4. Background

4.1 On 30 March 2016, the Annual General Meeting of the Council considered a report setting out an allocation of seats on committees to political groups on the Council in compliance with the requirements of the Local Government and Housing Act 1989.

4.2 The constitutional allocation for both chairs and vice chairs of select committees is:

Labour: 6

5. Financial Implications

5.1 There are no financial implications arising from this report.

6. Legal Implications

6.1 Select Committees are obliged to act in accordance with the Council's Constitution.

BACKGROUND PAPERS

Council AGM Agenda papers 30 March 2016 – available on the Council website <http://www.lewisham.gov.uk/> or on request from Kevin Flaherty, Business and Committee manager (0208 3149327)

If you have any queries on this report, please contact Katie Wood, Scrutiny Manager (020 8314 9446)

MINUTES OF THE CHILDREN AND YOUNG PEOPLE SELECT COMMITTEE

Tuesday, 1 March 2016 at 7.30 pm

PRESENT: Councillors Hilary Moore (Chair), Luke Sorba (Vice-Chair), Chris Barnham, Andre Bourne, Liz Johnston-Franklin, Jacq Paschoud, John Paschoud, Jonathan Slater, Alan Till, Sharon Archibald (Parent Governor Representative), Kevin Mantle (Parent Governor representative for special schools) and Monsignor N Rothern (Church Governor Representative)

APOLOGIES: Gail Exon

ALSO PRESENT: Councillor Alan Hall (Chair of Overview & Scrutiny Committee), Councillor Paul Maslin (Cabinet Member for Children and Young People), Timothy Andrew (Principal Policy Officer), Tina Benjamin (Service Manager for Adoption & LAC & LCS (Looked After Children and Leaving Care Services)), Kate Bond (Head of Standards & Achievement), Ruth Holden (Principal, Bonus Pastor Catholic College) (Bonus Pastor Catholic College), Stephen Kitchman (Director of Children's Social Care), Naeema Sarkar (Service Manager, Referral and Assessment), Geeta Subramaniam-Mooney (Head of Crime Reduction and Supporting People), Warwick Tomsett (Head of Targeted Services and Joint Commissioning), Sara Williams (Executive Director, Children and Young People) and Katie Wood (Scrutiny Manager)

1. Minutes of the meeting held on 12 January 2016

1.1 RESOLVED: That

The minutes of the meeting held on the 12 January 2016 be agreed as an accurate record of proceedings and the Chair be authorised to sign them.

2. Declarations of interest

Councillor Jonathan Slater declared a personal interest in item 4 as he was the London Borough of Lewisham Mental Health Champion.

3. School Improvement including KS4 and KS5 results

3.1 Kate Bond, Head of Standards and Achievement, introduced the report to the Committee and introduced Ruth Holden, Principal at Bonus Pastor College and Chair of the Secondary Heads Group. Jackie Jones, School Improvement Officer, was also in attendance for this item. In response to questions and challenge from members of the Committee, the following key points were raised.

- Lewisham had a higher than average rate of exclusions and had therefore commissioned a review into Alternative Education Provisions (AEP) to look into this. Staff were working closely with the Pupil Referral Units to do this and they had had lots of positive engagement with schools. The findings would be closely assessed and there would be more partnership work to address the outcome.

The Children and Young People's Select Committee would have an opportunity to scrutinise the review once completed.

- The effects of the introduction of the Progress 8 and Attainment 8 measures for monitoring school performance were still not fully known. This new measure would be introduced following the 2016 exam results. Additional information on the scoring system would be provided to the Committee.
- The Education Commission was geared towards looking at delivering a longer term vision for school improvement including looking at how schools could work together at a borough-wide level.
- The 22 percentage point improvement at Trinity Church of England School was partly down to intensive focus on intervention for individual students. They had also introduced the European Computer Driving Licence qualification option for students and a focus on improving the quality of teaching, learning and assessment.
- Although there was no longer funding available through the "most able programme" there was still a strong focus on those children's achievement and attainment. It appeared that progress of this group based on "Value Added" was only average and therefore more could be done. Children arriving in Year 7 having reached level 5 at primary should be expected to achieve As or A*s in GCSEs.
- When considering data on particular groups of children's attainment, and achievement it was important to look at an individual school level to ensure assumptions were not being made based on national trends rather than the circumstances of the particular school cohort. Although an intervention targeting a specific group such as White British Boys on Pupil Premium could be helpful, sometimes it was more important to look at an individual school/class or pupil level rather than relying on national generalisations.
- Some Lewisham schools had had particularly sharp declines in numbers of students achieving 5 A* to Cs at GCSE including English and Maths. The School Improvement team closely monitor school performance and regularly contacted schools characterised as red or amber on the performance monitoring plan. The team would call in the Governing Bodies and Senior Leadership Teams of these schools to account for their performance. Additional reviews such as faculty reviews could also be undertaken if there was a particular area highlighted as a weakness.
- The Education Commission was looking to meet with Councillors and Co-optees on the Children and Young People Select Committee. Dates had been sent round and Councillors were encouraged to sign up for one of the sessions. The findings from the Education Commission would come to Children and Young People Select Committee for scrutiny prior to going to Mayor and Cabinet. This was currently provisionally scheduled as being at their April meeting.

3.2 **RESOLVED:** That

1. The report be noted.
2. The Committee be provided with additional details on Progress 8 and Attainment 8.

3. Additional information be provided on exclusion rates and details of the Alternative Education Providers (AEP) Review be provided to the Committee.
4. Future school improvement reports include additional analysis of disadvantaged groups and of those pupils categorised as most able.

4. Ofsted Action Plan

4.1 Stephen Kitchman, Director of Children's Social Care, introduced the report and noted that there had been a meeting with Ofsted officials on 29 February 2016, where the plan received a positive response. In response to questions and challenge from members of the Select Committee, the following key points were raised:

- Clarification would be provided as to the exact number of Ofsted inspections that had taken place since the new regime and the numbers awarded in each of the categories.
- It would be helpful for members of the Committee to have a grid of questions to ask when analysing safeguarding reports.
- The Ofsted report stated that some children were waiting too long to receive support for mental health issues and clarification was sought as to why this was. The Committee heard that for Looked After Children in Lewisham, there was an effective partnership with the Child and Adolescent Mental Health Service (CAMHS). Funding had been granted for an outreach programme targeting looked after children (LAC). The main concern was Lewisham LAC who were outside the borough and there was a need to work more closely with CAMHS in those areas to ensure the young people received the services they needed as quickly as possible.
- Concerns were raised regarding the importance of IT improvements and whether these would be achieved on time.
- A concern was raised that the action plan did not define the governance structure adequately and that there should be more emphasis on the roles of the Political Executive and the Chief Executive in challenging performance. It was highlighted that there was a strong emphasis in the action plan on the role of the Cabinet Member for Children and Young People and the Chief Executive.

4.2 **RESOLVED:** That

1. That an opportunity for Select Committee Members to meet with front line staff be set up.
2. That a referral be made to Mayor and Cabinet recommending that Improving the IT system and software for Children's Social Care is prioritised in recognition of the strategic importance of this service and requesting that the timetable for implementation be outlined and guaranteed as soon as possible.

3. That it be noted that the Committee emphasised the importance of timely access to mental health provision and encouraged more work on this in particular in relation to looked after children located out of the borough.
4. That reports come to the Committee with robust relevant performance data to help the Committee successfully scrutinise performance.
5. That additional information or training be provided to the Committee to help them identify the right questions in relation to scrutinising child safeguarding.

5. Child Sexual Exploitation Report

5.1 Stephen Kitchman, Director of Children's Social Care and Geeta Subramaniam, Head of Crime Reduction, introduced the report to the Committee and highlighted the following key points:

- The report including an overview of the local profile and the organisations framework for addressing Child Sexual Exploitation (CSE).
- The report also included details of the review of governance arrangements for CSE with a focus on improved partnership working.
- There was an on-going review of the Multi Agency Sexual Exploitation Group (MASE) following concerns with the functionality of the group and following the recent Ofsted review.

5.2 In response to questions and challenge from members of the Committee, the following key points were raised:

- MASE intervention was to look at links and interlinks in a similar way to work undertaken on gangs. In Lewisham there had been some issues around the amount of time spent looking at individual cases and there had been a number of changes to Chairs and Officers which had not been progressed as quickly as hoped for.
- The Lewisham Strategic Children's Board's Child Sexual Exploitation Sub-group have the on-going monitoring role of the work of MASE.
- The Director of Children's Social Care had spoken to safeguarding leads in all schools and included information on the Safer London Foundation provides support and counselling for people at risk of CSE.
- Children were identified as of being at risk in a number of ways. These included: self-referrals; through nurses and health visitors; intelligence through the Council or partner agencies; and through Head teachers and safeguarding leads in schools.
- Clarification would be provided to Members of the Committee as to which school in Lewisham was taking part in the Healthy Relationship Programme.
- The Commissioning process for any future youth service provision would ensure that the provider would work within Lewisham processes for safeguarding.
- Violence against women and girls was underreported nationally. There had been no prosecutions for a female genital mutilation in

any London borough. Services such as the Athena service in Lewisham helped women and girls get support on issues such as FGM, forced marriages and domestic violence.

- Return interviews after episodes of young people being missing from care were important.
- Young people with learning difficulties could be more vulnerable to exploitation by older peers.
- There was on-going partnership work with faith groups in the borough. Lewisham had undertaken an FGM Faith Conference which had been highlighted as an example of best practice by the LGA. There was also a Faith Conference scheduled for May or June. It was important to have an on-going dialogue with faith groups.

5.2 **RESOLVED:** That

The report be noted.

6. **Safeguarding Update**

6.1 Stephen Kitchman, Director of Children's Social Care and Naeema Sarkar, Service Manager, Referral and Assessments, introduced the report to the Committee and highlighted the following key points:

- The numbers of children subject to a Child Protection Plan (CPP) had risen by 55% in Lewisham and 60% nationally since 2011.
- There was a particular concern about the high numbers of children who had been subject to a plan for more than two years. This had been in part due to Chairs of Protection Panels being reluctant to stop plans. Additional training had now been put in place to ensure Chairs were confident in making these type of decisions.
- The most common causes of children being subject to a CPP was neglect and emotional abuse, other causes included physical abuse, sexual abuse or multiple categories.

6.2 In response to questions and challenge from the Committee, the following additional points were highlighted.

- 30% of applications for removal of children were for children of women who had already had a child removed. The Council was working with the organisation Pause to help women who have had a child removed from them to break this cycle through education and support.
- It would be helpful for the Committee to see details of the Comprehensive Early Help Strategy for children at risk of or subject to neglect or abuse.
- The Social Worker vacancy rate of 24% was high compared to previous year's vacancy rates but remained Lower than Inner London and London averages. The Children's Social Care Team were committed to maintaining a competent, strong, enthusiastic workforce. Workforce development was seen as keen in retaining good staff.

6.3 **RESOLVED:** That

The Committee has an opportunity to view details of the Comprehensive Early Help Strategy for children at risk of or subject to neglect or abuse.

7. Looked After Children Annual Report

7.1 Stephen Kitchman, Director of Children's Social Care and Tina Benjamin, Service Manager, Adoption, Looked After Children and Leaving Care Team, introduced the report to the Committee. During the discussion and in response to questions and challenge from members of the Committee, the following key points were raised:

- The number of looked after children in Lewisham was 467.
- Placement stability for these looked after children was a high priority for the Council. Achieving placement stability was linked to improved outcomes in health and wellbeing and attainment.
- The Lewisham adoption service had performed well in the recent Ofsted inspection achieving a rating of "Good".
- School attendance of LAC was good and both attendance and attainment data compared well with other local authorities and was praised by Ofsted.
- There was currently 38 Lewisham Looked After Children at University.
- The numbers of unaccompanied refugee children in Lewisham had risen from 12 in 2014 to 24 currently. Work was being done to support them including providing individualised support based on requirements of the particular child or young person. There was often a focus on learning English initially.
- Reasons for LAC placements outside the borough varied and could be as a result of a deliberate decision such as to disrupt a pattern of risky behaviour or remove a young person from a specific localised risk, or it could be from a lack of a specialist offer in Lewisham or locally.
- A big focus was on early intervention to reduce the number of young people being placed more than 20 miles away. This would also reduce costs for the service.

7.2 **RESOLVED:** That

The report be noted.

8. Select Committee work programme

8.1 Katie Wood, Scrutiny Manager introduced the report to the Committee, during the introduction and in response to questions from members of the Committee, the following key points were highlighted:

- A full work programme report would go to the Committee at their April meeting for the 2016/17 municipal year.
- There would be an increase emphasis on providing performance data as part of reports to ensure the Committee had sufficient and robust data to analyse service provision and performance.
- The report in April would also include the standard reports suggested by officers and those by virtue of the Committee's terms of reference. These include: Child Safeguarding; CSE; SEND Strategy; Corporate Parenting and LAC Annual Reports; Secondary and Primary School Standards Reports.
- It would be useful to have regular updates on implementation of the Ofsted Action Plan.

- It was important to ensure the programme was focussed and avoided overloaded agendas.

8.2 **RESOLVED:** That

In addition to the items listed in the report, the Children and Young People Select Committee work programme for 2016/17 include:

- Regular updates on the progress on the Ofsted action plan.
- A report on Children’s Centres
- Reports on Secondary School Improvement.
- Information on any proposals regarding the music service
- Updates on the Employee Led Mutual for the Youth Service.
- A report on the review of Alternative Education Provisions in Lewisham.

9. **Referrals to Mayor and Cabinet**

9.1 **RESOLVED:** That

A referral be made to Mayor and Cabinet on Item 4, The Ofsted Action Plan:

1. Advising the Mayor and Cabinet of the following:

- Improved IT capabilities and up to date software is essential in delivering the Council’s Ofsted action plan. In particular, in response to recommendation 9 in the Ofsted Report; the Action Plan states the following outcomes as being needed:
 - A stable IT platform, allowing upgrade to the latest version of the “Integrated Children’s System”.
 - An IT system in place to meet needs of Children’s Social Care staff to improve efficiency and effectiveness.
 - A digital strategy with clear achievable and measurable aims/objectives for Children’s Social Care including delivery schedules.

2. Recommending to the Mayor and Cabinet that:

- Improving the IT system and software for Children’s Social Care is prioritised
- The strategic importance of the Children Social Care service is noted and the timetable for implementation be outlined and guaranteed as soon as possible.

The meeting ended at 9.45 pm

Chair:

Date:

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Agenda Item 3

Committee	Children and Young People Select Committee	Item No.	3
Title	Declarations of Interest		
Wards			
Contributors	Chief Executive		
Class	Part 1	Date	13 April 2016

Declaration of interests

Members are asked to declare any personal interest they have in any item on the agenda.

1 Personal interests

There are three types of personal interest referred to in the Council's Member Code of Conduct :-

- (1) Disclosable pecuniary interests
- (2) Other registerable interests
- (3) Non-registerable interests

2 Disclosable pecuniary interests are defined by regulation as:-

- (a) Employment, trade, profession or vocation of a relevant person* for profit or gain
- (b) Sponsorship –payment or provision of any other financial benefit (other than by the Council) within the 12 months prior to giving notice for inclusion in the register in respect of expenses incurred by you in carrying out duties as a member or towards your election expenses (including payment or financial benefit from a Trade Union).
- (c) Undischarged contracts between a relevant person* (or a firm in which they are a partner or a body corporate in which they are a director, or in the securities of which they have a beneficial interest) and the Council for goods, services or works.
- (d) Beneficial interests in land in the borough.
- (e) Licence to occupy land in the borough for one month or more.
- (f) Corporate tenancies – any tenancy, where to the member's knowledge, the Council is landlord and the tenant is a firm in which the relevant person* is a partner, a body corporate in which they are a director, or in the securities of which they have a beneficial interest.
- (g) Beneficial interest in securities of a body where:-
 - (a) that body to the member's knowledge has a place of business or land in the borough; and

- (b) either
- (i) the total nominal value of the securities exceeds £25,000 or 1/100 of the total issued share capital of that body; or
 - (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person* has a beneficial interest exceeds 1/100 of the total issued share capital of that class.

*A relevant person is the member, their spouse or civil partner, or a person with whom they live as spouse or civil partner.

(3) Other registerable interests

The Lewisham Member Code of Conduct requires members also to register the following interests:-

- (a) Membership or position of control or management in a body to which you were appointed or nominated by the Council
- (b) Any body exercising functions of a public nature or directed to charitable purposes, or whose principal purposes include the influence of public opinion or policy, including any political party
- (c) Any person from whom you have received a gift or hospitality with an estimated value of at least £25

(4) Non registerable interests

Occasions may arise when a matter under consideration would or would be likely to affect the wellbeing of a member, their family, friend or close associate more than it would affect the wellbeing of those in the local area generally, but which is not required to be registered in the Register of Members' Interests (for example a matter concerning the closure of a school at which a Member's child attends).

(5) Declaration and Impact of interest on member's participation

- (a) Where a member has any registerable interest in a matter and they are present at a meeting at which that matter is to be discussed, they must declare the nature of the interest at the earliest opportunity and in any event before the matter is considered. The declaration will be recorded in the minutes of the meeting. If the matter is a disclosable pecuniary interest the member must take no part in consideration of the matter and withdraw from the room before it is considered. They must not seek improperly to influence the decision in any way. **Failure to declare such an interest which has not already been entered in the Register of Members' Interests, or participation where such an interest exists, is liable to prosecution and on conviction carries a fine of up to £5000**
- (b) Where a member has a registerable interest which falls short of a disclosable pecuniary interest they must still declare the nature of the interest to the

meeting at the earliest opportunity and in any event before the matter is considered, but they may stay in the room, participate in consideration of the matter and vote on it unless paragraph (c) below applies.

- (c) Where a member has a registerable interest which falls short of a disclosable pecuniary interest, the member must consider whether a reasonable member of the public in possession of the facts would think that their interest is so significant that it would be likely to impair the member's judgement of the public interest. If so, the member must withdraw and take no part in consideration of the matter nor seek to influence the outcome improperly.
- (d) If a non-registerable interest arises which affects the wellbeing of a member, their, family, friend or close associate more than it would affect those in the local area generally, then the provisions relating to the declarations of interest and withdrawal apply as if it were a registerable interest.
- (e) Decisions relating to declarations of interests are for the member's personal judgement, though in cases of doubt they may wish to seek the advice of the Monitoring Officer.

(6) Sensitive information

There are special provisions relating to sensitive interests. These are interests the disclosure of which would be likely to expose the member to risk of violence or intimidation where the Monitoring Officer has agreed that such interest need not be registered. Members with such an interest are referred to the Code and advised to seek advice from the Monitoring Officer in advance.

(7) Exempt categories

There are exemptions to these provisions allowing members to participate in decisions notwithstanding interests that would otherwise prevent them doing so. These include:-

- (a) Housing – holding a tenancy or lease with the Council unless the matter relates to your particular tenancy or lease; (subject to arrears exception)
- (b) School meals, school transport and travelling expenses; if you are a parent or guardian of a child in full time education, or a school governor unless the matter relates particularly to the school your child attends or of which you are a governor;
- (c) Statutory sick pay; if you are in receipt
- (d) Allowances, payment or indemnity for members
- (e) Ceremonial honours for members
- (f) Setting Council Tax or precept (subject to arrears exception)

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Children and Young People Select Committee		
Title	Select Committee work programme 2016-17	
Contributor	Scrutiny Manager	Item 5
Class	Part 1 (open)	13 April 2016

1. Purpose

To ask Members to discuss and agree an annual work programme for the Children and Young People Select Committee.

2. Summary

This report:

1. Informs Members of the meeting dates for this municipal year.
2. Provides the context for setting the Committee's work programme.
3. Invites Members to decide on the Committee's priorities for the 2016-17 municipal year.
4. Informs Members of the process for Business Panel approval of the work programme.
5. Outlines how the work programme can be monitored, managed and developed.

3. Recommendations

The Select Committee is asked to:

- Note the meeting dates and terms of reference for the Children and Young People Select Committee.
- Consider the provisional work programme at appendix B.
- Consider adding further items to the work programme, taking into consideration the criteria for selecting topics; information about local assembly priorities; information about the Young Mayor's priorities; and items already added to the provisional work programme.
- Note the key decision plan, attached at appendix F, and consider any key decisions for further scrutiny.
- Agree a work programme for the municipal year 2016-17.
- Review how the work programme can be developed, managed and monitored over the coming year.

4. Meeting dates

- 4.1 The following Committee meeting dates for the next municipal year were agreed at the Council AGM on 30 March 2016:

- 13 April 2016
- 08 June 2016
- 13 July 2016
- 14 September 2016
- 12 October 2016
- 10 November 2016
- 11 January 2017
- 28 February 2017

5. Context

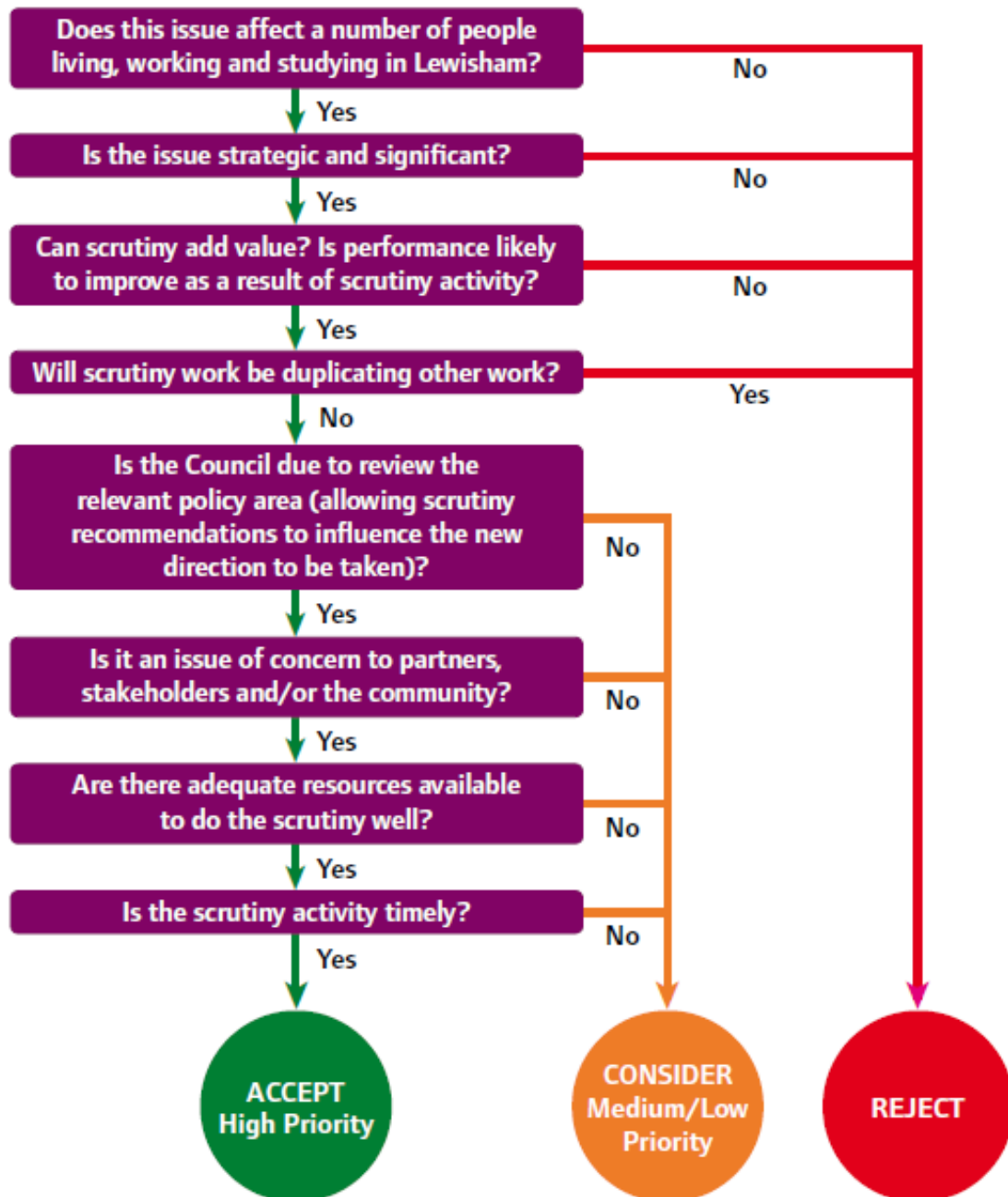
- 5.1 The Committee has a responsibility for carrying out the duties of the Overview and Scrutiny Committee as they relate to the social care of children and young people up to the age of 19 years of age. It can make comments and recommendations on the provision of education, training and learning by those with special educational needs up to the age of 25.
- 5.2 The Committee's terms of reference include examining issues relating to: child protection; early years provision; special needs provision; schools; youth service; young offending; leaving care services; and any other matters relating to children and young people. The Committee's terms of reference are set out in appendix A.
- 5.3 The Committee's terms of reference also include receiving and considering referrals from Healthwatch Lewisham as they relate solely to people less than 19 years of age. Otherwise, such referrals would be made to the Healthier Communities Select Committee.

6. Deciding on items for the work programme

- 6.1 When deciding on items to include in the work programme, the Committee should have regard to:
- items the Committee is required to consider by virtue of its terms of reference;
 - the criteria for selecting and prioritising topics;
 - the capacity for adding items;
 - the context for setting the work programme and advice from officers;
 - suggestions already put forward by Members.

6.2 The following flow chart, based on the Centre for Public Scrutiny (CfPS) advice for prioritising topics is designed to help Members decide which items should be added to the work programme:

Scrutiny work programme – prioritisation process



7. Different types of scrutiny

7.1 It is important to agree how each work programme item will be scrutinised. Some items may only require an information report to be presented to the Committee and others will require performance monitoring data or analysis to be presented. Typically, the majority of items take the form of single meeting items, where Members:

- (a) agree what information and analysis they wish to receive in order to achieve their desired outcomes;
- (b) receive a report presenting that information and analysis;
- (c) ask questions of the presenting officer or guest;
- (d) agree, following discussion of the report, whether the Committee will make recommendations or receive further information or analysis before summarising its views.

7.2 For each item, the Committee should consider which type of scrutiny is required and whether the item is high, medium or low priority (using the prioritisation process). Allocating priority to work programme items will enable the Committee to decide which low and medium priority items it should remove from its work programme, when it decides to add high priority issues in the course of the year.

In-depth reviews

7.3 Some items might be suitable for an in-depth review, where the item is scrutinised over a series of meetings. Normally this takes four meetings to complete:

- Meeting 1: Scoping paper (planning the review)
- Meetings 2 & 3: Evidence sessions
- Meeting 4: Agreeing a report and recommendations

7.4 If the Committee wants to designate one of its work programme items as an in-depth review, this should be done early in the municipal year to allow sufficient time to carry out the review.

8. Provisional 2016-17 work programme

8.1 The Scrutiny Manager has drafted a provisional work programme for the Committee to consider, which is attached at appendix B. This includes:

- suggestions from the Committee in the previous year;
- suggestions from officers;
- issues arising as a result of previous scrutiny;
- issues that the Committee is required to consider by virtue of its terms of reference;
- items requiring follow up from Committee reviews and recommendations;
- standard reviews of policy implementation or performance, which is based on a regular schedule;

8.2 The Committee should also give consideration to:

- issues of importance to Local Assemblies
- issues of importance to the Young Mayor and his advisors.
- decisions due to be made by Mayor and Cabinet (appendix F).

Suggestions from the Committee

8.3 At its last meeting of the 2015-16 municipal year, the Committee agreed that the following suggestions would be put forward for consideration as part of the work programme for this year:

- Regular updates on the progress on the Ofsted action plan
- A report on arrangements for delivery of services through Children's Centres. This is scheduled to be included in the report entitled "Early Help Strategy".
- The implementation of the schools improvement strategy
- Updates on the employee led mutual for the youth service

8.4 The Committee also identified that it was important to have consistent robust performance data included in the reports to Committee. Additional performance data on schools (such as attendance and exclusion statistics) should also be included in the relevant reports.

8.5 These suggestions have been incorporated into the draft work programme at appendix B.

Suggestions from officers

8.6 The following are additional suggestions from officers for the 2016-17 work programme:

- An update on the Special Educational Needs and Disability (SEND) Strategy;
- A report on Alternative Education Provision in Lewisham.

The Lewisham Future Programme and Lewisham 2020

8.7 The budget report to Council in February 2016 estimated that a further £45 million of savings was required for the period 2017-18 to 2019-20, outlined at approximately £15 million per year. This estimation will be updated in the Medium Term Financial Strategy in July 2016, along with the Mayor's request for work on a three-year budget. In order to achieve these savings, the Council continues to work on a series of thematic (Lewisham Future Programme) and crosscutting (Lewisham 2020) reviews to fundamentally revisit the way it delivers services.

8.8 It remains officers' intention to bring forward savings for scrutiny and decision, as and when they are identified. The annual cycle will mean the majority of savings for the following financial year will be presented for scrutiny and decision in the autumn and officers remain committed to regular interactions with Members in order to facilitate scrutiny of the specific savings proposals as they arise. The Select

Committees therefore need to retain capacity in their work programmes to consider these as necessary.

- 8.9 These suggestions have been incorporated into the draft work programme at appendix B.

Issues arising as a result of previous scrutiny

Ofsted

- 8.10 Lewisham's arrangements for children in need of help and protection; children looked after; care leavers and the effectiveness of Lewisham's Safeguarding Children Board were subject to Ofsted inspection in Autumn 2015. Ofsted issued their report and recommendations in January 2016.
- 8.11 Ofsted's overall judgement was that Lewisham's services 'require improvement'. In response, officers have drawn up an action plan to address areas of weakness and to set out plans for improvement. This was agreed by Mayor and Cabinet at the meeting on 23 March 2016. The Children and Young People Select Committee has resolved to receive regular updates on this plan and Members have made clear their intention to scrutinise the implementation of Ofsted's recommendations.
- 8.12 Ofsted inspectors highlighted '...flaws in social work systems and processes that compromise conditions for good social work practice'¹ - as well as processes in place to ensure that these systems were performing as intended. The Committee has recognised the urgent need for improvements in the quality of performance information and it intends to engage more closely in scrutinising the relevant data from children's services in order to enable greater focus and challenge on aspects of services that require improvement.
- 8.13 Children and Young People Select Committee has committed to maintaining its focus on challenging the executive and senior managers as well as the management of systems and processes that enable the conditions for good social work practice. At the Committee's last meeting, it recommended that, in combination with the actions set out in the Ofsted action plan, improvements to the IT systems and software for Children's Social Care be prioritised and that the timetable for implementation of improvements to key systems be outlined and guaranteed as soon as possible.

Schools improvement

- 8.15 Attainment and achievement in Lewisham's schools has been a long-standing focus for the Committee. Members have scrutinised regular reports on schools results, levels of attainment and initiatives for schools improvement. The development of a new framework for schools improvement in 2015, alongside the restructure of the Council's schools improvement team has renewed the focus on raising standards. The Committee has an opportunity to enhance this new approach by acting as a critical friend to the Directorate and holding it to account for the delivery of its plans.

¹ OFSTED inspection:

http://reports.ofsted.gov.uk/sites/default/files/documents/local_authority_reports/lewisham/052_Single%20inspection%20of%20LA%20children%27s%20services%20and%20review%20of%20the%20LSCB%20as%20pdf.pdf

- 8.16 Lewisham has also established an education commission, which is due to report early in the municipal year. An update on the work of the Commission will be presented at the April meeting of the Children and Young People Select Committee and a full report will be prepared for the June Committee meeting for pre-decision scrutiny prior to Mayor and Cabinet. The Education Commission has been set up to review education in Lewisham and make recommendations for action, particularly in terms of future organisation, both for schools and school-led improvement.
- 8.17 Government has set out plans for all schools in England to become academies, or have plans to do so, by 2022. At the meeting of Public Accounts Select Committee in March 2016, the idea of a review into the new proposals on academy conversion was put forward. This may be a matter of interest to the Children and Young People Select Committee for the subject of an in-depth review.

The future of the youth service

- 8.18 At its meeting in November 2015, the Committee considered a report of the future of Lewisham's youth service. It is proposed that the Service become an employee led mutual. The Committee raised concerns about the risks associated with the transition and with the potential new model of operation. The Committee sought assurances that there would be robust governance arrangements put in place for the new model and that any risks associated with the new structure would be regularly reviewed and managed.
- 8.19 Overview and Scrutiny Business Panel has resolved that the Children and Young People Select Committee should continue to receive updates on developments for the employee led mutual for the youth service. At its meeting in February 2016, Business Panel also suggested that the Children and Young People's Select Committee might want to consider proposals relating to the future of the Music Service as part of its 2016-17 work programme. An update on the delivery of the mutual is due to be considered at the meeting on 13 April.
- 8.20 These suggestions have been incorporated into the draft work programme at appendix B.

Issues that the Committee is required to consider by virtue of its terms of reference

- 8.21 Items added to the provisional work programme under this heading include:

- Lewisham Safeguarding Children's Board
- Safeguarding Update
- Corporate Parenting and Looked After Children Update
- Schools' Places Strategy

- 8.22 These suggestions have been incorporated into the draft work programme at appendix B.

Items requiring follow up from Committee reviews and recommendations

- 8.23 The Committee is currently undertaking a review into Independent Advice and Guidance in Schools. The final report is due to be presented to Committee at its meeting in June. The Committee continues to work with Young Advisors on carrying out this review and their input will be sought at the final report and recommendation stage.
- 8.24 At its meeting of 12 January 2016, the Committee recommended that following a previous in-depth review into young people's mental health; the Committee should carry out further work looking at incidences of self-harm amongst young people and the possible reasons for the increase.

Standard reviews of policy implementation or performance, which is based on a regular schedule

- 8.25 In previous years, Members of the Committee have agreed to consider the following items on a regular cycle:
- Regular reports on child sexual exploitation
 - Secondary and primary school improvement monitoring
 - Secondary and primary standards report

Decisions due to be made by Mayor and Cabinet

- 8.26 Members of the committee are asked to review the most recent notice of key decisions (at appendix F) and suggest any additional items for further scrutiny.

Consideration of issues of importance to Local Assemblies

- 8.27 A list of assembly priorities is included at appendix D. Members are asked to consider whether there are issues of importance arising from their interactions with their ward assembly that should be considered for further scrutiny.
- Thirteen of the ward assemblies have priorities relating to children and young people.
 - These include youth provision, child poverty and youth engagement.

- 8.28 It is up to the Committee to agree the provisional work programme, outlined at appendix B and decide which additional items should be added.

Consideration of issues of importance to the Young Mayor and Advisors

- 8.29 During meetings with the Young Mayor and Advisors, the Young Mayor's Team has noted the following in relation to the Children and Young People Select Committee.
- The continued importance of the Young People's Steering Group in ensuring the concerns of young people are listened to and addressed.
- 8.30 The Children and Young People Select Committee will continue to liaise with the Young Mayor's Office and the Young Mayor and Young Advisors, to ensure they can share ideas through the Select Committees. The Young Advisors have been very

involved in the Committee's review on Information, Advice and Guidance in Schools and will continue to be involved in the final stages of this review.

9. Approving, monitoring and managing the work programme

- 9.1 In accordance with the Overview and Scrutiny Procedure rules outlined in the Council's constitution, each select committee is required to submit their annual work programme to the Overview and Scrutiny Business Panel. The Business Panel will meet on 27 April 2016 to consider provisional work programmes and agree a co-ordinated Overview and Scrutiny work programme, which avoids duplication of effort and which facilitates the effective conduct of business.
- 9.2 The work programme will be reviewed at each meeting of the Committee. This allows urgent items to be added and items which are no longer a priority to be removed. Each additional item added should first be considered against the criteria outlined above. If the committee agrees to add additional items because they are high priority, it must then consider which medium/low priority items should be removed in order to create sufficient capacity. The Committee has eight scheduled meetings this municipal year and its work programme needs to be achievable in terms of the amount of meeting time available.
- 9.3 At each meeting of the Committee, there will be an item on the work programme presented by the Scrutiny Manager. When discussing this item, the Committee will be asked to consider the items programmed for the next meeting. Members will be asked to outline what information and analysis they would like in the report for each item, based on the outcomes they would like to achieve, so that officers are clear on what they need to provide.

10. Financial implications

There may be financial implications arising from some of the items that will be included in the work programme (especially reviews) and these will need to be considered when preparing those items/scoping those reviews.

11. Legal implications

In accordance with the Council's Constitution, all scrutiny select committees must devise and submit a work programme to the Business Panel at the start of each municipal year.

12. Equalities implications

- 12.1 The Equality Act 2010 brought together all previous equality legislation in England, Scotland and Wales. The Act included a new public sector equality duty, replacing the separate duties relating to race, disability and gender equality. The duty came into force on 6 April 2011. It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 12.2 The Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- advance equality of opportunity between people who share a protected characteristic and those who do not
- foster good relations between people who share a protected characteristic and those who do not

12.3 There may be equalities implications arising from items on the work programme and all activities undertaken by the Committee will need to give due consideration to this.

13. Crime and disorder implications

There may be crime and disorder implications arising from some of the items that will be included in the work programme (especially reviews) and these will need to be considered when preparing those items/scoping those reviews.

Background documents

Lewisham Council's Constitution
Centre for Public Scrutiny: The Good Scrutiny Guide

Appendices

Appendix A – Committee's terms of reference
Appendix B – Provisional work programme
Appendix C – CfPS criteria for selecting scrutiny topics
Appendix D – Local assembly priorities
Appendix E – How to carry out reviews
Appendix F – Key decision plan

Appendix A

The following roles are common to all select committees:

(a) General functions

To review and scrutinise decisions made and actions taken in relation to executive and non-executive functions

To make reports and recommendations to the Council or the executive, arising out of such review and scrutiny in relation to any executive or non-executive function

To make reports or recommendations to the Council and/or Executive in relation to matters affecting the area or its residents

The right to require the attendance of members and officers to answer questions includes a right to require a member to attend to answer questions on up and coming decisions

(b) Policy development

To assist the executive in matters of policy development by in depth analysis of strategic policy issues facing the Council for report and/or recommendation to the Executive or Council or committee as appropriate

To conduct research, community and/or other consultation in the analysis of policy options available to the Council

To liaise with other public organisations operating in the borough – both national, regional and local, to ensure that the interests of local people are enhanced by collaborative working in policy development wherever possible

(c) Scrutiny

To scrutinise the decisions made by and the performance of the Executive and other committees and Council officers both in relation to individual decisions made and over time

To scrutinise previous performance of the Council in relation to its policy objectives/performance targets and/or particular service areas

To question members of the Executive or appropriate committees and executive directors personally about decisions

To question members of the Executive or appropriate committees and executive directors in relation to previous performance whether generally in comparison with service plans and targets over time or in relation to particular initiatives which have been implemented

To scrutinise the performance of other public bodies in the borough and to invite them to make reports to and/or address the select committee/Business Panel and local people about their activities and performance

To question and gather evidence from any person outside the Council (with their consent)

To make recommendations to the Executive or appropriate committee and/or Council arising from the outcome of the scrutiny process

(d) Community representation

To promote and put into effect closer links between overview and scrutiny members and the local community

To encourage and stimulate an enhanced community representative role for overview and scrutiny members including enhanced methods of consultation with local people

To liaise with the Council's ward assemblies so that the local community might participate in the democratic process and where it considers it appropriate to seek the views of the ward assemblies on matters that affect or are likely to affect the local areas, including accepting items for the agenda of the appropriate select committee from ward assemblies.

To keep the Council's local ward assemblies under review and to make recommendations to the Executive and/or Council as to how participation in the democratic process by local people can be enhanced

To receive petitions, deputations and representations from local people and other stakeholders about areas of concern within their overview and scrutiny remit, to refer them to the Executive, appropriate committee or officer for action, with a recommendation or report if the committee considers that necessary

To consider any referral within their remit referred to it by a member under the Councillor Call for Action, and if they consider it appropriate to scrutinise decisions and/or actions taken in relation to that matter, and/or make recommendations/report to the Executive (for executive matters) or the Council (non-executive matters)

(e) Finance

To exercise overall responsibility for finances made available to it for use in the performance of its overview and scrutiny function.

(f) Work programme

As far as possible to draw up a draft annual work programme in each municipal year for consideration by the overview and scrutiny Business Panel. Once approved by the Business Panel, the relevant select committee will implement the programme during that municipal year. Nothing in this arrangement inhibits the right of every member of a select committee (or the Business Panel) to place an item on the agenda of that select committee (or Business Panel respectively) for discussion.

The Council and the Executive will also be able to request that the overview and scrutiny select committee research and/or report on matters of concern and the select committee will consider whether the work can be carried out as requested. If it can be accommodated,

the select committee will perform it. If the committee has reservations about performing the requested work, it will refer the matter to the Business Panel for decision.

The following roles are specific to the Children and Young People Select Committee:

Children & Young People Select Committee

- (a) To fulfil all Overview and Scrutiny functions as they relate to the social care of children and young people up to the age of 19 years including but not limited to the following activities:-
- (i) the social services functions of the Council under the Children Act 2004, and all functions of the Council under the National Assistance Act 1948, the Mental Health Act 1983, Children Act 1989, the NHS and Community Care Act 1990, Children Act 2004, Children and Families Act 2014 and all other relevant legislation in force from time to time
 - (ii) to invite representatives of other service providers to children and young people in the area to give account of their performance and to answer questions.
- (b) In so far as they relate to the provision of services for those under the age of 19 years, the exercise of all of the Council's powers under all relevant Education Acts from time to time in force. Without limiting the generality of this, this shall include, in particular, schools and school related services.
- (c) The exercise of the overview and scrutiny powers of the Council in so far as they relate to people under 19 years of age in the provision of opportunities for education, training and learning outside the school environment including pre-school services.
- (d) In so far as they relate to children and young people under 19 years of age, to make comments and recommendations to the Executive on the contents and proposed contents of the plans making up the Council's policy framework.
- (e) In so far as they relate to people under the age of 25 years, to make comments and recommendations on the provision of education, training and learning by those with special educational needs.
- (f) Without limiting the remit of the Select Committee, its terms of reference include the following matters:
- Child Protection - covering provision for vulnerable children including children in need and children looked after, placements, foster care and adoption.
 - Early Years provision
 - Special Needs provision
 - Schools and related services
 - Youth Service,
 - Youth offending and challenging behaviour
 - Transitional services for those leaving care
 - Other matters relating to children and young people

- (g) To receive and consider referrals from the Healthwatch in so far as they relate solely to people under 19 years of age. Otherwise such referrals will be made to the Healthier Communities Select Committee
- (h) Without limiting the remit of the Select Committee to hold the Executive to account for its performance in relation to the delivery of Council objectives in the provision of services to children and young people.

NB In the event of there being overlap between the terms of reference of this select committee and those of the Healthier Communities Select Committee, the Business Panel shall determine the Select Committee which shall deal with the matter in question.

Appendix B - Provisional Work Programme 2016-17

Work Item	Type of review	Priority	Strategic Priority	Delivery deadline	13-Apr	08-Jun	13-Jul	14-Sep	12-Oct	10-Nov	11-Jan	28-Feb
Lewisham Future Programme	Standard item	High	CP2 & CP7					Savings				
Election of the Chair and Vice-Chair	Constitutional requirement	High		Apr-16								
Select Committee work programme 2015/16	Constitutional requirement	High		Apr-16								
Independent Advice & Guidance in School	in depth review	High	CP2&CP7	Apr-16		report						
Education Commission	Performance monitoring	High	CP2	Apr-16								
Employee Led mutual for the Youth Service	Performance monitoring	Medium	CP2 & CP7	Apr-16	update							
Introduction to Young Mayor and Advisors	Information Item	Medium	CP2									
Annual Report on standards attendance and exclusions etc	Performance monitoring	medium	CP2&CP7									
Response to referral on Ofsted Action Plan	Performance monitoring	medium	CP2&CP7			Response						
Alternative Education Provision	policy development	Medium	CP2									
Childrens Social Care Ofsted Action Plan	Performance monitoring	High	CP2&CP7									
Udate on implementation of SEND Strategy	Performance monitoring	High	CP2&CP7									
In-depth review TBC	in depth review	High						Scope	Evidence 1	Evidence 2	Report	
Lewisham Safeguarding Children's Board Annual Report	Standard item	High	CP7									
Safeguarding Services 6-monthly Report	Standard item	High	CP2&CP7									
Update on secondary school improvement strategy inc provisional results	Performance monitoring	High	CP2									
Child sexual exploitation Update	Standard item	High	CP2&CP7									
Music Services Proposals	policy development	Medium	CP2									
Early Help Strategy	Performance monitoring	High	CP2&CP7									

School's Places Strategy Update	Performance monitoring	Medium	CP2										
Annual Schools Standards Report (primary and secondary)	Standard item/performance monitoring	High	CP2										
Corporate Parenting and LAC Annual Report	Standard item/performance monitoring	High	CP2&CP7										

Appendix C – Criteria for selecting topics

The Centre for Public Scrutiny (CfPS) has developed a useful set of questions to help committees prioritise items for scrutiny work programmes:

General questions to be asked at the outset

- Is there a clear objective for scrutinising this topic – what do we hope to achieve?
- Does the topic have a potential impact for one or more section(s) of the population?
- Is the issue strategic and significant?
- Is there evidence to support the need for scrutiny?
- What are the likely benefits to the council and its customers?
- Are you likely to achieve a desired outcome?
- What are the potential risks?
- Are there adequate resources available to carry out the scrutiny well?
- Is the scrutiny activity timely?

Sources of topics

The CfPS also suggest that ideas for topics might derive from three main sources: the public interest; council priorities; and external factors. These are described below.

Public interest

- Issues identified by members through surgeries, casework and other.
- Contact with constituents.
- User dissatisfaction with service (e.g. complaints).
- Market surveys/citizens panels.
- Issues covered in media

Internal council priority

- Council corporate priority area.
- High level of budgetary commitment to the service/policy area (as percentage of total expenditure).
- Pattern of budgetary overspend.
- Poorly performing service (evidence from performance indicators/ benchmarking).

External Factors

- Priority area for central government.
- New government guidance or legislation.
- Issues raised by External Audit Management Letters/External Audit reports.
- Key reports or new evidence provided by external organisations on key issue.

Criteria to reject items

Finally, the CfPS suggest some criteria for rejecting items:

- issues being examined elsewhere - e.g. by the Cabinet, working group, officer group, external body;
- issues dealt with less than two years ago;
- new legislation or guidance expected within the next year;

- no scope for scrutiny to add value/ make a difference;
- the objective cannot be achieved in the specified timescal

Appendix D – Assembly priorities

Bellingham

- Children and young people.
- Older people's issues
- Community events and festivals
- The promotion and development of Bellingham as a community

Blackheath

- Environment and Community.
- Provision for Older people, Young People and Children
- Parking, Streets and Waste.
- Crime and Anti-Social Behaviour

Brockley

- Creating a high-quality living environment – improving our local living environment and making Brockley a safer, cleaner and greener place to live, work and learn
- Connecting communities – bringing Brockley residents together and fostering a sense of community spirit, mutual understanding and respect, through community projects, events and activities

Catford South

- Streetscape and environment (litter, dog fouling, fly tipping, street furniture).
- Developing local opportunities for children (aged 16 and under) and young people (aged 17–25)
- Increase opportunities for older people
- Improvements to shopping hubs
- Community cohesion

Crofton Park

- Children, young people and older people
- The environment
- Health and well-being
- Improving community facilities
- Unemployment and skills development

Downham

- Children & Young People
- Health & Wellbeing
- Safety, Crime & Anti-social Behaviour
- Community Facilities
- Unemployment & Skills Development

Evelyn

- Young people and children.
- Provision for older people.
- Community support on anti-social behaviour, crime and drug issues.
- Housing issues/developments.
- Community capacity building.

Forest Hill

- youth engagement and provision
- making Forest Hill more attractive
- community events and publicity

Grove Park

- Improving the Town Centre
- Crime and antisocial behaviour
- Neighbourliness, Community Activities, Events and Cohesion
- Community Facilities
- Parking, Road Safety & Traffic Calming

Ladywell

- Environment and landscape.
- Antisocial behaviour and crime.
- Local shops.
- Lack of youth and community facilities.
- Traffic.

Lee Green

- Safe healthy living – improving health services, crime reduction, improved environment, provision of outdoor spaces / exercise spaces, promote measures to reduce air pollution / promoting cleaner air.

- Roads and streets – road safety and traffic calming measures, road maintenance, cleaner streets, tree planting, rubbish collection, improved road use, provision of cycling tracks, addressing parking and CPZ issues.
- Leisure and amenities – improved parks and open spaces, more meeting spaces / community centres, provision of cycling tracks, improved shops, Leegate, provision of more local events.
- Services and infrastructure – better social housing, provision of jobs locally, more services for the elderly and young people, increased use and access to local use for recreational activities, more school spaces.

Lewisham Central

- Improving health and well-being.
- Cleaner, better environment.
- Better access to activities and facilities for young people.
- Better access to training and employment for all inhabitants of the ward.
- Promoting and improving community cohesion.

New Cross

- Unemployment.
- Child poverty and young people.
- Community facilities.
- Environment.
- Community cohesion and engagement.
- Crime and antisocial behaviour.

Perry Vale

- The environment.
- Roads and traffic.
- Activities for younger people.
- Antisocial behaviour and crime.
- Activities for the whole community.

Rushey Green

- Activities and opportunities for children (under 18) and young people (under 25)
- Increasing opportunities for older people (55+)
- Community cohesion – including events, activities and projects designed to create a sense of community in Rushey Green
- Culture and the arts – with particular reference to improving the wellbeing of people in the Rushey Green Area
- Improving your local area – including local 'streetscape', environment and ecology.

Sydenham

- Bringing the community together – intergenerational and intercultural activities.
- Health, wellbeing and community safety – increasing wellbeing including supporting people who cannot get out as much.
- Vibrant high street.
- Clean and green – helping to keep Sydenham streets clean and appealing.
- Transport improvements

Telegraph Hill

- Safety, crime and antisocial behaviour.
- Youth activities and support projects.
- Traffic calming and transport.
- Community activities.
- Cleaning up dirty streets.

Whitefoot

- Older people and intergenerational projects
- Safety, crime and antisocial behaviour
- Community facilities
- Neighbourliness, community activities, events and cohesion
- Unemployment and skills development

How to carry out an in-depth review



FORWARD PLAN OF KEY DECISIONS

Forward Plan April 2016 - July 2016

This Forward Plan sets out the key decisions the Council expects to take during the next four months.

Anyone wishing to make representations on a decision should submit them in writing as soon as possible to the relevant contact officer (shown as number (7) in the key overleaf). Any representations made less than 3 days before the meeting should be sent to Kevin Flaherty, the Local Democracy Officer, at the Council Offices or kevin.flaherty@lewisham.gov.uk. However the deadline will be 4pm on the working day prior to the meeting.

A "key decision"* means an executive decision which is likely to:

- (a) result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates;
- (b) be significant in terms of its effects on communities living or working in an area comprising two or more wards.

December 2015	'A natural Renaissance for Lewisham (2015-2020)' The Borough's Biodiversity Action Plan.	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Rachel Onikosi, Cabinet Member Public Realm		
January 2016	Brasted Close Housing Development	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan,		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Cabinet Member Housing		
February 2016	Comprehensive Equalities Scheme	23/03/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Joan Millbank, Cabinet Member Third Sector & Community		
December 2015	Deferred Payment Agreement Arrangements Care Act 2014	23/03/16 Mayor and Cabinet	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
February 2016	Disposal of Land at Corner of Deptford Church Street and Creekside	03/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
August 2015	Housing Allocations Policy	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
January 2016	Lewisham Homes Management Agreement	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	OFSTED Inspection of Services	23/03/16	Sara Williams, Executive		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	for Children in Need of Help and Protection, Children Looked After and Care Leavers and Lewisham Safeguarding Children Board OFSTED Action Plan	Mayor and Cabinet	Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
January 2016	Phoenix Homes Community Housing Development Agreement	23/03/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Contract Award for Community Nutrition and Physical Activity	23/03/16 Mayor and Cabinet (Contracts)	Sara Williams, Executive Director, Children and Young People and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
February 2016	Annual Pay Statement	30/03/16 Council	Andreas Ghosh, Head of Personnel & Development and Councillor Kevin Bonavia, Cabinet Member Resources		
January 2016	Catford Regeneration Partnership Ltd Business Plan 2016-17	30/03/16 Council	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
January 2016	Contract Variation and Single Tender Action for	05/04/16 Overview and	Kevin Sheehan, Executive Director for		

FORWARD PLAN – KEY DECISIONS					
Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	PLACE/Ladywell	Scrutiny Business Panel	Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Contract Award for works to convert Hamilton Lodge to Hostel Accommodation	05/04/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Janet Daby, Cabinet Member Community Safety		
February 2016	2016 School Minor Works Contract	05/04/16 Overview and Scrutiny Education Business Panel	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
	LED Lighting Project Laurence House	05/04/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
February 2016	Annual Lettings Plan	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
January 2016	Beeson Street Scheme Approval and Proposed form of Investment partnership/procurement route	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
February 2016	Development Agreement with the Education Commission for the Archdiocese of Southwark	04/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
November 2015	Discharge into Private Rented Sector Policy	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Disposal of Saville Centre Lewisham High Street	04/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
January 2016	Miscellaneous Debts Write Off	04/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		
June 2014	Surrey Canal Triangle (New Bermondsey) - Compulsory Purchase Order Resolution	05/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
January 2016	New Bermondsey Housing Zone Bid Update	06/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources &		

FORWARD PLAN – KEY DECISIONS					
Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
			Regeneration and Councillor Alan Smith, Deputy Mayor		
May 2015	Formal Designation of Crystal Palace & Upper Norwood Neighbourhood Forum and Area	04/16 Mayor and Cabinet	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
November 2015	Temporary Accommodation Procurement Strategy	04/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Health and Social Care Devolution Pilot	05/16 Mayor and Cabinet	Aileen Buckton, Executive Director for Community Services and Councillor Chris Best, Cabinet Member for Health, Wellbeing and Older People		
January 2016	Hostels/Private Sector Leased Service Transfer to Lewisham Homes	05/16 Mayor and Cabinet	Kevin Sheehan, Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Processing of Dry Recyclables Contract	05/16 Mayor and Cabinet (Contracts)	Kevin Sheehan, Executive Director for Customer Services and Councillor Rachel Onikosi, Cabinet Member Public Realm		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	Lewisham Adoption Service Statement of Purpose and Children’s Guides	06/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
	Lewisham Fostering Service Statement of Purpose and Children’s Guides	06/16 Mayor and Cabinet	Sara Williams, Executive Director, Children and Young People and Councillor Paul Maslin, Cabinet Member for Children and Young People		
February 2016	Contract Award Security	06/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
February 2016	Contract Award Cleaning	07/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
February 2016	Contract Award Planned and Preventative Maintenance	07/16 Mayor and Cabinet (Contracts)	Janet Senior, Executive Director for Resources & Regeneration and Councillor Alan Smith, Deputy Mayor		
	Campshill Road Extra Care	07/16	Kevin Sheehan,		

FORWARD PLAN – KEY DECISIONS

Date included in forward plan	Description of matter under consideration	Date of Decision Decision maker	Responsible Officers / Portfolios	Consultation Details	Background papers / materials
	Scheme	Mayor and Cabinet	Executive Director for Customer Services and Councillor Damien Egan, Cabinet Member Housing		
February 2016	Insurance Renewal	09/16 Overview and Scrutiny Business Panel	Janet Senior, Executive Director for Resources & Regeneration and Councillor Kevin Bonavia, Cabinet Member Resources		

Children and Young People Select Committee		
Title	Update on the youth service mutual	
Contributors	Executive Director for Children and Young People; Head of Targeted Resources and Joint Commissioning, CYP	Item 6
Class	Part 1 (open)	13 April 2016

1. Purpose

- 1.1. The purpose of this report is to provide an update on proposals for the mutualisation of the Youth Service, following the previous report presented to CYP Select Committee in November 2015.

2. Recommendations

- 2.1. It is recommended that Members agree:
- To note progress to date and next steps (as outlined in sections 4 and 5)
 - To note that a further update will be provided following the award of the contract in June 2016.

3. Background

- 3.1. A developed plan for a youth and employee-led mutual was initially presented to CYP Select Committee on 18 November 2015. A further paper responding to issues raised by Members at this stage, specifically in relation to lines of accountability, governance structures and how the mutual would work in partnership with existing providers or voluntary sector organisations, was then presented to Overview & Scrutiny Business Panel on 24 November 2015.
- 3.2. Following the presentation of the final report to Mayor & Cabinet in December 2015, the Mayor agreed the plan to run a 'mutuals only' tender process for the future delivery of the Youth Service under Regulation 77 of the Public Contracts Regulations 2015. It was also agreed that the Council's current Youth Service would bid for this contract and, if successful, would form a charitable Community Benefit Society (CBS) as its legal structure.
- 3.3. The following indicative project milestones were set out in the final report:
- Phase 1 (Jan-Feb 2016)
 - Procurement process planning
 - Phase 2 (Mar-Apr 2016)
 - Run 'mutuals only' tender process
 - Phase 3 (May-June 2016)

- Implementation planning
- Phase 4 (July 2016)
 - 'Go live' for the new Youth Service mutual

4. Progress To Date

Procurement – Phases 1 & 2

- 4.1. Between January and March 2016, officers from Joint Commissioning and corporate services (Legal, Finance, HR, Property and ICT) worked to prepare the relevant tender documentation, including property valuations and condition surveys, lease agreements, TUPE and pension/redundancy arrangements. This process was undertaken in isolation from Youth Service staff in order to ensure the Council's probity on the matter.
- 4.2. Alongside this activity, the Youth Service has undertaken detailed work in order to prepare itself for the tender process. This has involved:
- Development of a 'shadow' structure (including establishing formal governance arrangements and the legal entity for the new mutual)
 - Working with external consultants (Stepping Out) to ensure tender readiness (including business planning & finance, staff & stakeholder engagement and infrastructure/operational requirements)
- 4.3. Bids submitted by tenderers will be evaluated on a mix of cost (against a maximum budget set by the Council) and quality, such as the type and scope of provision they offer, their ability to work in partnership across the borough to deliver activities and support wider objectives around early intervention and how they will involve young people in the design of the service. Tenderers will also be expected to outline how they will achieve savings of at least £300k during the three year contract period.

Staff Consultation – TUPE

- 4.4. An initial meeting was held with union representatives on 22 March 2016 and formal consultation with affected staff is due to begin in early April 2016. This will involve regular communication updates, as well as several drop-in sessions and an opportunity for staff to raise any concerns privately via email.

5. Next Steps

- 5.1. The key milestones for the procurement process are outlined below:

Contract notice published in OJEU & tender documentation available	Wednesday 23 March 2016
Deadline for tender submissions	Friday 22 April 2016

Tender evaluation process & preparation of award report	Late April/May 2016
Award decision	1 June 2016
Standstill period & publication of award notice	By 15 June 2016

5.2. It is expected that the contract will commence in July 2016, assuming that a successful bidder is appointed. Work is currently underway to develop a detailed plan for the implementation and transition phase, which will include:

- Finalisation of contract details
- TUPE transfer of staff from the Council
- Infrastructure arrangements for the mutual organisation (including buy-back of any corporate services and 'disentangling' of Council functions)

6. Conclusion

6.1. The timescales for this project (particularly the procurement process) have always been challenging. However, given the rapid progress outlined above, it is anticipated that the Council will be in a position to successfully launch the new organisation in July 2016.

7. Legal Implications

7.1. The Council is required to tender a contract for the Youth Service, but can reserve the right to participate in the tender exercise to mutual organisations (as per Regulation 77 of the Public Contracts Regulations 2015). If it does so restrict the organisations which can tender, then the term of the contract can be no longer than three years. Thereafter, the contract (if the service is to continue) must be advertised on the open market.

8. Financial Implications

8.1. There are no new financial implications that have arisen since the last report was presented to CYP Select Committee in November 2015.

9. Equalities Implications

9.1. A full Equalities Analysis Assessment (EAA) was undertaken to ensure that proposals to mutualise the Youth Service did not discriminate or have an adverse effect on any protected characteristics within the local community.

9.2. This EAA found that, although there are risks involved in mutualisation, the impact of the proposals was likely to be largely positive as it will protect provision and increase opportunities for all young people and staff to participate in the decision-making process.

- 9.3. During the procurement process, bidders will be expected to outline how they will meet the needs of young people (including those requiring extra support) and provide equal access to provision. This will form part of the evaluation criteria.

10. Crime & Disorder Implications

- 10.1. There are no specific crime and disorder implications arising from this report.

11. Environmental Implications

- 11.2. There are no specific environmental implications arising from this report.

12. Background Documents & Originator

- 12.1. The Youth Service tender documentation can be accessed via the London Tenders Portal (<https://www.londontenders.org/>).
- 12.2. If there are any queries about this report, please contact Warwick Tomsett (Head of Targeted Services & Joint Commissioning) on extension 48362 or at warwick.tomsett@lewisham.gov.uk.

Children and Young People Select Committee		
Title	Lewisham Education Commission Progress Report	
Contributor	Executive Director for Children and Young People	Item 7
Class	Part 1 (open)	13 April 2016

1 Summary

- 1.1. A proposal for the establishment of an Education Commission was agreed at Mayor and Cabinet on 9th December 2015.

- 1.2. This paper is a progress report outlining the key areas of focus for the Commission and the process which has been undertaken to support Commissioners to develop their recommendations for education in the London Borough of Lewisham. The Commission is still delivering on timetable but the municipal calendar brought this committee meeting forward, ahead of the Commission’s recommendations being received. The recommendations of the Commission will therefore be delivered at the next Select Committee meeting.

2 Purpose of Report

- 2.1. The purpose of this report is to update Committee on the progress of the Lewisham Education Commission.

3 Recommendation

- 3.1 That the report be noted.

4 Policy Context

- 4.1. The proposals within this report are consistent with the Council’s corporate priorities as set out in the Borough’s Sustainable Community Strategy 2008-2020. In particular, the proposals relate to the Council’s priorities regarding young peoples Achievement and Involvement, Protection of Children and Community Leadership and Empowerment. The proposals are also in line with the Children and Young People’s Plan 2015-18 and the four outcomes of building resilience, staying safe, being healthy and active and raising achievement and attainment.

- 4.2. Lewisham Council and its partner organisations consulted during 2015 on the priorities for a new three year Children and Young People’s Plan 2015 – 2018 entitled “It’s Everybody’s Business”. The plan starts with the vision statement “Together with families, we will improve the lives and life chances of the children and young people in Lewisham”.

4.3. A key priority within the Plan is “Raising the attainment of all Lewisham children and young people” and this has a number of specific outcome areas:

- AA1: Ensuring there are sufficient good quality school places for every Lewisham child.
- AA2: Ensuring all our children are ready to participate fully in school.
- AA3: Improving and maintaining attendance and engagement in school at all key stages, including at transition points.
- AA4: Raising participation in education and training, reducing the number of young people who are not in education, employment or training (NEET) at 16-19.
- AA5: Raising achievement and progress for all our children at Key Stages 1 – 4 and closing the gaps between underachieving groups at primary and secondary school.
- AA6: Raising achievement and progress for all our children and closing the gaps between under-achieving groups at Key Stage 5 and Post 16 so that all our young people are well prepared to access the best education and employment opportunities for them.
- AA7: Raising achievement and attainment for our Looked After Children at all Key Stages and Post 16.

4.4. The Education Commission was established in the context of a developing government agenda for education. On 17th March 2016, Nicky Morgan, Secretary of State for Education, published an Education White Paper: Educational Excellence Everywhere. The White Paper outlined that by the end of 2020, all remaining maintained schools will have become academies or will be in the process of conversion. Additionally, the White Paper proposed a complete overhaul of school improvement functions, traditionally delivered through local authorities.

5 Background

5.1. At the Mayor and Cabinet meeting on 9th December 2015, it was resolved that:

- Having considered an officer report, and a presentation by the Cabinet Member for Children & Young People, Councillor Paul Maslin, the Mayor agreed that the establishment of an education commission to support the development of a future vision for education in Lewisham to report in April 2016 as set out be approved.

6 Education Commission: Formation

6.1. A team of three national experts was established to support the work of the Education Commission in Lewisham, supported by a fourth member to provide operational support. A biography for each member of the team is set out below:

- Christine Gilbert is chair of the Commission. She is currently visiting professor at the Institute of Education, UCL. Christine was previously a head teacher, director of education, local authority chief executive and Her Majesty's Chief Inspector at Ofsted.
- Robert Hill, a visiting senior research fellow at King's College London, is an educational consultant, researcher and writer. He was a senior policy adviser to the Labour government.
- David Woods is a visiting professor at Warwick University and chair of the London Leadership Strategy. Formerly, David was a senior education adviser at the Department for Education and chief adviser for London Schools and the London Challenge.
- Michael Pain is Director of Forum Education. He was previously at the National College and is supporting the work of the Commission.

7 Education Commission: Key Questions

7.1. The Lewisham Education Commission has considered the following key questions:

- Given the national and regional context, what is the best form of organisation for Lewisham's schools going forward?
- Is there a school-led model of school improvement which would put Lewisham's work on a more sustainable footing, given the council's financial constraints?
- Lewisham needs additional secondary and SEND places. What are the best means to achieve this, alongside ensuring all our existing schools are schools of choice?
- Given Lewisham's strong commitment to improving outcomes at KS4 and KS5, are any more radical or leading edge models or approaches that Lewisham could adopt at borough level?
- Underpinning all these questions is the central theme of how Lewisham's system serves the most vulnerable.

8 Education Commission: Process

- 8.1. Particularly over the first two weeks of the Commission, significant desktop analysis was undertaken. Commissioners have considered a number of key strategies and plans, including the School Improvement Framework published in November 2015, and details of current school structures and working arrangements.
- 8.2. Commissioners have conducted an analysis of recent school Ofsted reports, with particular focus on the secondary sector, in order to identify strengths and weaknesses, themes and issues.
- 8.3. Extensive data analysis at both school and local authority level has been undertaken supported by the Policy, Service Design and Analysis hub.
- 8.4. Throughout the course of the Education Commission, Commissioners have attended a number of existing fora and have hosted a number of bespoke events as part of a comprehensive programme of stakeholder engagement.
- 8.5. Commissioners have attended a number of existing meetings, including Children and Young People Select Committee and meetings of primary, secondary and special school head teachers.
- 8.6. Christine Gilbert has met with the Mayor and the Cabinet Member for Children and Young People to ascertain their vision for Education in Lewisham. Additionally, Commissioners have met with a number of other Councillors, including the Chair of Children and Young People Select Committee and the Chair of Overview and Scrutiny Committee.
- 8.7. In order to develop a full understanding of the role that the local authority plays, Commissioners have had discussions with a number of officers including those responsible for school improvement and place planning.
- 8.8. In addition to existing fora, headteachers were invited to arrange meetings with Commissioners. Throughout the project, Commissioners have met with a number of executive headteachers, headteachers and chairs of governors of early years settings, primary schools, secondary schools, special schools and academies.
- 8.9. Two bespoke evening governors' events have taken place, led by Christine Gilbert; these sessions provided an outline of the work of the Education Commission followed by discussion around the key questions which the Commission seeks to address.
- 8.10. Children and Young People have been given the opportunity to present their thoughts to the Commission through the Young Advisers group in addition to a separate meeting of a smaller focus group of students who are educated within the Borough.
- 8.11. Residents and other stakeholders were offered the opportunity to meet with Christine Gilbert for a bespoke 30 minute meeting as part of the 'open sessions' held by the Commission; these sessions consisted of 24 separate

meetings including a number of sessions held on a Saturday. The sessions were advertised on the Lewisham Council website, through the Headteachers' Weekly Bulletin, to all Councillors, and directly to other stakeholders. During the 'open sessions', Christine Gilbert met with, among others, residents groups, voluntary and community sector representatives, union representatives, parent groups and individual parents.

- 8.12. Christine Gilbert has contacted Local MPs and the Regional Schools Commissioner and will be meeting with representatives from the Diocese towards the end of the Commission's programme of engagement.
- 8.13. A number of written submissions have been received and considered by Commissioners. Written submissions have been made by, among others, individual parents, residents groups, voluntary and community sector representatives, and providers.
- 8.14. Throughout the course of the Education Commission, visits have been made to 17 schools (1 nursery school, 6 maintained primary schools, 5 maintained secondary schools, 2 maintained 'all-through' schools, 1 academy, 1 special school and 1 pupil referral unit).

9 Education Commission: Next Steps

- 9.1. There will be triangulation with key stakeholders before the draft report of the Education Commission will be sent to the Executive Director for Children and Young People on 22nd April (the original timescale)
- 9.2. The report of the Education Commission will be presented to the next Children and Young People Select Committee on 8th June to enable comments and proposals ahead of a report to Mayor and Cabinet on 29th June.

10 Financial Implications

- 10.1 The cost of the Education Commission has been contained within the sum identified in the existing Children and Young People's budget..

11 Legal Implications

- 11.1 Local authorities are required to provide primary, secondary and further education for 16 to 18 year and for people aged 20 or over who have an Education Health and Care Plan.(EHCPlan).
- 11.2 Section 13A of the Education Act 1996 specifically requires local authorities to exercise their education and training functions in relation to those young people for whom they have assumed responsibility so as to promote high standards, fulfilment of potential and fair access to opportunity for education and training. It applies in relation to persons aged 20 or over for whom an EHC Plan is maintained.
- 11.3 Section 14 of the Education Act 1996 requires local authorities to secure the provision of 'sufficient' schools (as amplified in sub-ss (2), (3) and (4)) for their areas. This function must be exercised with a view to securing diversity and parental choice. Local authorities must have regard to the need to secure primary and secondary education in separate schools, provision for children with special educational needs and boarding provision for those for whom it is desirable. The local authority is not itself obliged to provide all the schools required, but to secure that they are available. Section 18 enables an LEA to make arrangements for the provision of education at non-maintained schools.
- 11.4 The establishment of an education commission with specific term of references assists the local authority in complying with its general statutory responsibilities especially so in the light of the changes to school improvement and education provision proposed in the Education and Adoptions Act 2016 and the proposals set out in the recently published White Paper entitled "Education Excellence Everywhere."

12 Equalities Implications

- 12.1 The Commission has made every effort to draw views and ideas from across the community, including black and ethnic minority groups and parents of children with disabilities. Visits have included special schools.

13 Environmental Implications

- 13.1 No specific environmental implications have been identified as arising from this report.

14 Crime and Disorder Implications

- 14.1 No specific crime and disorder implications have been identified as arising from this report.

15 Background Documents and Report Author

- 15.1 There are no background documents attached to this report.

15.2 If you require further information about this report please contact Sara Williams (sara.williams@lewisham.gov.uk).

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